

La Mesa-Spring Valley School District

Board of Education

October 5, 2010

Our Purpose

To Inspire Learning and Respect

Our Vision

**La Mesa-Spring Valley School District is a
community of life-long learners who engage in
continuous improvement and contribute positively to
a global society, within a safe learning environment**

**4750 Date Avenue
La Mesa, California 91941-5293
Phone: (619) 668-5700
FAX: (619) 668-4619**

AGENDA
BOARD OF EDUCATION MEETING
LA MESA-SPRING VALLEY SCHOOL DISTRICT
REGULAR SESSION: Tuesday, October 5, 2010 - 7:00 P.M.
PLACE: Education Service Center, 4750 Date Avenue, La Mesa, CA

OPENING PROCEDURE

1. Call to Order
2. Pledge of Allegiance
3. Establishment of Quorum

MINUTES OF PREVIOUS MEETINGS

Action

COMMUNICATIONS

APPROVAL OF AGENDA

Action

HEARING

1. Public Hearing – General Matters Regarding Education

REPORTS OF OFFICERS OF THE BOARD

1. Live Well Initiative Update

Information

NEW BUSINESS

BUSINESS SERVICES

1. Consent Calendar*
 - a. Ratification of Purchase Orders, Warrants, and Revolving Cash Fund Reimbursements
2. Resolution 10-11-09, to Amend the San Diego County Schools Fringe Benefits Consortium Agreement

Action

Roll Call
Vote

LEARNING SUPPORT

1. Resolution 10-11-10, Participation in Drug Awareness/Red Ribbon Week
2. Acceptance of Uniform Complaint Quarterly Report
3. Authorization to Enter into Special Education Master Contract with Sierra Academy

Roll Call
Vote

Action

Action

HUMAN RESOURCES RECOMMENDATIONS

- | | | |
|----|--|----------------|
| 1. | Standard Human Resources Recommendations | Action |
| 2. | Approval of New Position, Human Resources Specialist, with Placement on the Classified Salary Schedule at Range 78 | Action |
| 4. | Appointment of Personnel Commissioner | Action |
| 5. | Resolution 10-11-11, Elimination and/or Reduction of Classified Positions | Roll Call Vote |

ANNOUNCEMENTS, REPORTS, COMMUNICATIONS FROM THE BOARD

RECESS

CLOSED SESSION (Government Code 54957)

1. Negotiations Update – LMSV Teachers Association (GC 54957)
2. Negotiations Update – California School Employees Association (CSEA), Chapter 419 (GC 54957)
3. Negotiations Update – Administrators Association and other Unrepresented Bargaining Groups (GC 54957)

ADJOURNMENT

* Items may be removed from the Consent Calendar for separate action.

In compliance with the Americans with Disabilities Act, if you need special assistance, disability-related modifications or accommodations, including auxiliary aids or services, in order to participate in the public meetings of the District's Governing Board, please contact the office of the District Superintendent at 619-668-5700. Notification 72 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accommodation and accessibility to this meeting. Upon request, the District shall also make available this agenda and all other public records associated with this meeting in appropriate alternative formats for persons with a disability.

In compliance with Government Code Section 54957.5, non-exempt writings that are distributed to a majority or all of the Board of Education in advance of their meetings may be viewed at the Education Service Center located at 4750 Date Avenue, La Mesa, California 91941. In addition, if you would like a copy of any record related to an item on the agenda, please contact Barbara Martinez, Board Recording Secretary, at 619-668-5700, Ext. 6383 or e-mail: barbara.martinez@lmsvsd.k12.ca.us

Board of Education agendas and minutes are, by law, public documents. Please note the La Mesa-Spring Valley School District posts Board agendas and minutes on the Internet.

**La Mesa-Spring Valley School District
GOVERNING BOARD AGENDA
October 5, 2010**

PREPARED BY: **Brian Marshall**
 Superintendent

ITEM NUMBER: **H-1 Public Hearing**
 General Matters Regarding Education

A hearing session will be announced for anyone who wishes to address the Board on any topic relating to public education.

Each speaker who wishes to address the Board must complete a *Request to be Heard* card (located on the table near the entrance) and submit it to the President of the Board of Education or the Recorder prior to the opening of the meeting. Speakers shall be allotted no more than three (3) minutes each for their remarks. A yellow card will be shown when the speaker has one minute remaining and a red card when time is up.

Please note that Government Code 54952.2 prohibits the Board from taking action or discussing anything that is not on this agenda. Therefore, the Board will not be able to comment on any topic that is not on this evening's agenda.

**La Mesa-Spring Valley School District
GOVERNING BOARD AGENDA
October 5, 2010**

PREPARED BY: **Brian Marshall**
 Superintendent

ITEM NUMBER: **R-1 Reports of Officers of the Board**
 Live Well Initiative Update

During the Board meeting of November 3, 2009 members of the Ready...Set...Live Well strategic Planning Committee presented a summary of the initiative's strategic plan. During the Board meeting of September 7, 2010, Board Member Duff, a member of the committee, reported that the grant has entered the sustainability phase.

The Live Well Team will give a brief presentation of the progress of the Initiative and will present a Live Well Report Card detailing progress in several community sectors.

Thomas Herman, Live Well Initiative Consultant, will present an update on the Live Well Initiative and respond to clarifying questions.

**La Mesa-Spring Valley School District
GOVERNING BOARD AGENDA
October 5, 2010**

PREPARED BY: David Yoshihara
Assistant Superintendent, Business Services

ITEM NUMBER: B-1a New Business (Consent Calendar)
Ratification of Purchase Orders, Warrants, and Revolving Cash Fund Reimbursements

Purchase orders and warrants issued since the last Board meeting will be available at the meeting for review by the Board. A list of revolving cash fund reimbursements is attached.

The following are submitted for ratification:

- I. Purchase Orders: A total of 186 purchase orders have been processed, numbered E20863 through E21048. These purchase orders total \$786,058.60.
- II. Warrants: A total of 267 warrants have been issued, dated September 9, 2010 through September 22, 2010. These warrants total \$963,907.55.
- III. Revolving Cash Fund Reimbursements: Two (2) checks have been processed, totaling \$40.

ADMINISTRATIVE RECOMMENDATION

It is recommended the Board ratify these purchase orders, warrants, and revolving cash fund reimbursements.

**LA MESA-SPRING VALLEY SCHOOL DISTRICT
REVOLVING CASH FUND REIMBURSEMENTS**

**In accordance with Education Code Sections 42800-42806, approval is requested for
expenditures from the Revolving Cash Fund as listed:**

| <u>Check Number</u> | <u>Date Issued</u> | <u>Payee</u> | <u>Purpose</u> | <u>Amount</u> |
|---------------------|--------------------|------------------------------------|----------------|---------------|
| 1617 | 09/14/10 | La Mesa Police Dept. Storefront | Fingerprinting | \$20.00 |
| 1618 | 09/14/10 | La Mesa Police Dept. Storefront | Fingerprinting | \$20.00 |

**REVOLVING CASH FUND REIMBURSEMENTS
A TOTAL OF (2) CHECKS PROCESSED TOTALING \$40.00**

**La Mesa-Spring Valley School District
GOVERNING BOARD AGENDA
October 5, 2010**

PREPARED BY: David Yoshihara
Assistant Superintendent, Business Services

ITEM NUMBER: B-2 New Business
Resolution 10-11-09, to Amend the San Diego County Schools Fringe Benefits Consortium Agreement

ROLL CALL VOTE

The San Diego County Schools Fringe Benefits Consortium (FBC) provides benefits services to the District.

The Fringe Benefits Consortium (FBC) Board of Directors met on June 18, 2010 at a regularly scheduled meeting. The FBC Executive Committee recommended to the Board of Directors to amend the San Diego Schools Fringe Benefits Consortium Agreement, Article VIII, Section G. The amendment changed the number of members from three at-large and four from the medical program to seven members at-large, with the number of representatives from the medical program not to exceed four. The Board of Directors approved the amendment.

ADMINISTRATIVE RECOMMENDATION

It is recommended the Board adopt attached Resolution 10-11-09, to amend the San Diego County Schools Fringe Benefits Consortium Agreement; and authorization be granted for the District to enter into the attached amended Fringe Benefits Consortium agreement.

**LA MESA-SPRING VALLEY SCHOOL DISTRICT
RESOLUTION 10-11-09
TO AMEND THE SAN DIEGO COUNTY SCHOOLS FRINGE BENEFITS CONSORTIUM
AGREEMENT**

On motion of Member _____, seconded by Member _____, on recommendation of the Superintendent, the following resolution is hereby adopted:

WHEREAS San Diego County Schools Fringe Benefits Consortium has, since July 1, 1994, provided the services and other items necessary and appropriate; and establishment, operation and maintenance of benefits programs, or any other risk or plan that may be authorized by a majority vote of the members authorized by law; and

WHEREAS it is the desire of the parties to the San Diego County Schools Fringe Benefits Consortium Agreement to assume all obligations, assets, claims, responsibilities and authority of the San Diego County Schools Risk Management Authority Joint Powers Agreement dated May 11, 1987, with the provision of the fringe benefits, including medical, dental, vision, life, Internal Revenue Code section 125 plans, retiree health and retiree dental; and,

WHEREAS in order to efficiently handle and perform all obligations under the Agreement, Article VIII section G currently states as follows:

- G. The Board of Directors shall elect an Executive Committee of seven (7) Members from the membership of the Board of Directors.
 - 1. Three (3) of the members shall be representatives of members selected at-large by the Board of Directors; and
 - 2. Four (4) of the members shall be representatives of members of the Medical Program.

WHEREAS, the following amendment shall be applicable to Article VIII section:

- G. The Board of Directors shall elect an Executive Committee of seven (7) Members from the membership of the Board of Directors.*
 - 1. The Members may be representative Members selected at- large by the Board of Directors; and*
 - 2. The Members selected from the Health Program may not exceed four (4).*

NOW, THEREFORE, BE IT RESOLVED that the La Mesa-Spring Valley School District Board of Education hereby adopts the Resolution to amend the San Diego County Fringe Benefits Consortium Agreement.

PASSED AND ADOPTED this 5th day of October 2010, by said Governing Board by the following vote:

AYES:

NOES:

ABSENT:

STATE OF CALIFORNIA)
) SS
COUNTY OF SAN DIEGO)

I, Brian Marshall, Secretary to the Board of Education of the La Mesa-Spring Valley School District of San Diego County, California, do hereby certify the foregoing is a full, true, and correct copy of a resolution adopted by said Board at a regular meeting held on the 5th day of October 2010.

Brian Marshall
Secretary to the Governing Board

**AMENDMENT NO. 2: TO SAN DIEGO COUNTY SCHOOLS
FRINGE BENEFITS CONSORTIUM AGREEMENT**

The following amendment to the SAN DIEGO COUNTY SCHOOLS FRINGE BENEFITS CONSORTIUM AGREEMENT, dated July 1, 1994 ("the Agreement"), shall become effective retroactively as of July 1, 2010 once this Amendment has been signed by a majority of the Members to the Agreement.

WHEREAS in order to efficiently handle and perform all obligations under the Agreement Article VIII section G currently states as follows:

- G. The Board of Directors shall elect an Executive Committee of seven (7) Members from the membership of the Board of Directors.
 - 1. Three (3) of the Members shall be representatives of Members selected at-large by the Board of Directors; and
 - 2. Four (4) of the Members shall be representatives of Members of the Medical Program.

WHEREAS, the following amendment shall be applicable to Article VIII section G:

- G. The Board of Directors shall elect an Executive Committee of seven (7) Members from the membership of the Board of Directors.
 - 1. The Members may be representative Members selected at- large by the Board of Directors; and
 - 2. The Members selected from the Health Program may not exceed four (4).

IN WITNESS HEREOF, each of the parties has caused this Amendment No. 2 to the San Diego County Schools Fringe Benefits Consortium Agreement to be executed by its duly-authorized representative on the respective dates indicated below:

Dated: _____

La Mesa-Spring Valley School District
By: Brian Marshall
Title: Superintendent

Date of Governing Body Resolution: _____

Dated: _____

San Diego County Schools
Fringe Benefits Consortium

**La Mesa-Spring Valley School District
GOVERNING BOARD AGENDA
October 5, 2010**

PREPARED BY: Karen Walker, Ed.D.
Assistant Superintendent, Learning Support

ITEM NUMBER: LS-1 New Business
Resolution 10-11-10 Participation in Drug Awareness/Red Ribbon Week

ROLL CALL VOTE

October 23 – 31, 2010 has been declared by the San Diego County Board of Supervisors as San Diego Drug Awareness Week and the Red Ribbon Campaign. This program provides a variety of services and materials to assist schools in the development of comprehensive drug prevention programs including:

- One Full-Time Probation Officers
- Staff Training and Student Curriculum
- Character Education/School Violence Reduction Programs
- Natural Helpers Program
- Parent Education Trainings
- Support of Red Ribbon Week, Community Drug Education Events, and the Great American Smokeout
- Library Books, Videos, and Drug Education Resource Materials

Activities are planned throughout the County to support the Red Ribbon Campaign. Each school will prepare its program with support and assistance from the PTA and District Office. Activities may include:

- Classroom speakers
- Assemblies
- The wearing of red ribbons or red identification bracelets in support of a drug-free environment
- The signing of “No-Use” student and staff pledge cards

ADMINISTRATIVE RECOMMENDATION

It is recommended the Board adopt the attached resolution endorsing Drug Awareness Week and the Red Ribbon Campaign.

La Mesa-Spring Valley School District
RESOLUTION 10-11-10
Red Ribbon/Drug Awareness Week

- WHEREAS, Alcohol and other drug abuse continues to result in serious health, social, and economic consequences in the United States; and,
- WHEREAS, It is imperative a united effort of the schools and communities within San Diego County launch visible substance abuse prevention education strategies; and,
- WHEREAS, The collaborative efforts of schools, communities, governments, business, law enforcement, religious institutions, and service organizations form the basis of community empowerment and mobilization; and,
- WHEREAS, It is these effective partnerships which enable all community members to declare themselves as healthy and drug free; and,
- WHEREAS, The Red Ribbon Campaign will be celebrated in every community in America during "Red Ribbon Week," October 23 - 31, 2010; and, by wearing symbolic red ribbons, students, parents, teachers, and persons from all walks of life are committing to healthy, drug-free lifestyles and supporting the theme, "Be Healthy and Drug Free," and,
- WHEREAS, The La Mesa-Spring Valley School District further commits its resources to ensure the success of the Red Ribbon Campaign.

NOW, THEREFORE, BE IT RESOLVED, the La Mesa-Spring Valley School District Board of Education does hereby support October 23 - 31, 2010 as DRUG AWARENESS WEEK AND RED RIBBON WEEK, and encourages all citizens to participate in alcohol, tobacco, and other drug-prevention and education programs and activities, making a visible statement and commitment to the development and maintenance of healthy, problem-free communities.

BE IT FURTHER RESOLVED, the La Mesa-Spring Valley School District Board of Education encourages all citizens to pledge to:

"Be Healthy and Drug Free"

PASSED AND ADOPTED by the Governing Board on October 5, 2010, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

STATE OF CALIFORNIA)
) SS
COUNTY OF SAN DIEGO

I, Brian Marshall, Secretary to the Governing Board, do hereby certify the foregoing is a full, true, and correct copy of a resolution passed and adopted by the said Board at a regular meeting held on said date.

Brian Marshall, Superintendent

**La Mesa-Spring Valley School District
GOVERNING BOARD AGENDA
October 5, 2010**

PREPARED BY: Karen Walker, Ed.D.
Assistant Superintendent, Learning Support

ITEM NUMBER: LS-2 New Business
Acceptance of Uniform Complaint Quarterly Report

As previously reported, the Williams Settlement required each school district to revise its Uniform Complaint Procedures by January 1, 2005 to include issues related to instructional materials, emergency facilities, and teacher vacancies and misassignments.

Beginning with the quarter ending March 31, 2005, each district must submit a quarterly report to the San Diego County Office of Education (SDCOE) indicating the number of complaints in each area that have been received, resolved, and unresolved. The report must be publicly reported on a quarterly basis at a regularly scheduled meeting of the district's governing board.

ADMINISTRATIVE RECOMMENDATION

Acceptance is requested for the attached Quarterly Complaint Report Summary for the quarter ending September 30, 2010.

Williams Settlement Legislation

Quarterly Uniform Complaint Report Summary For submission to School District Governing Board and County Office of Education

District Name: La Mesa – Spring Valley School District

Quarter covered by this report: July 1, 2010 through September 30, 2010

Please fill in the following table. Enter 0 in any cell that does not apply.

| | Number of complaints received in quarter | Number of complaints resolved | Number of complaints unresolved |
|--|---|--|--|
| Instructional Materials | 0 | 0 | 0 |
| Facilities | 0 | 0 | 0 |
| Teacher Vacancy and Misassignment | 0 | 0 | 0 |
| Totals | 0 | 0 | 0 |

Submitted by: Karen Walker, Ed.D.

Title: Assistant Superintendent, Learning Support

**La Mesa-Spring Valley School District
GOVERNING BOARD AGENDA
October 5, 2010**

PREPARED BY: Karen Walker, Ed.D.
Assistant Superintendent, Learning Support

ITEM NUMBER: LS-3 New Business
**Authorization to Enter into Special Education Master Contract with
Sierra Academy.**

The District contracts with California-certified nonpublic schools/agencies to provide services to a student when the District is unable to provide an appropriate special education program. At this time a number of students require the services of nonpublic schools/agencies.

Authorization is requested for approval of a Special Education Master Contract with Sierra Academy in a not-to-exceed amount of \$24,000.00.

| Agency Name | Amount |
|--|-------------------------------|
| Current encumbered cost for all nonpublic schools/agencies through 6/30/11 | \$ 897,500.00 |
| Sierra Academy | Not to exceed \$ 24,000.00 |
| Total encumbered cost for all nonpublic schools/agencies | \$ 921,500.00 |

ADMINISTRATIVE RECOMMENDATION

It is recommended authorization be granted to approve a Master Contract with Sierra Academy for the 2010-11 school year.

**La Mesa-Spring Valley School District
GOVERNING BOARD AGENDA
October 5, 2010**

PREPARED BY: Claudia Bender
Assistant Superintendent, Human Resources

ITEM NUMBER: HR-1 Human Resources Recommendations
Standard Recommendations

The Human Resources recommendations which are attached for consideration at the October 5, 2010, Board of Education meeting are standard.

ADMINISTRATIVE RECOMMENDATION

It is recommended the Board approve the standard Human Resources recommendations, as attached.

1. Standard Human Resources Recommendations – October 5, 2010

CERTIFICATED:

Approval of Contract:

Espineli, Delyse Resource Specialist – 60% (temporary) V-5 10/04/10 – 06/10/11

Approval of Assignment/Additional Duty (REVISED): (The following teacher should receive the extra salary indicated for the 2010-2011 school year.)

StClair, Jill \$866.64

CLASSIFIED:

Approval of Employment/Merit System:

| | | | |
|-------------------------|---------------------------|------|----------|
| Barreras Jr., Severo D. | Custodian | 26-A | 09/21/10 |
| Garcia, Gary F. | Custodian | 26-A | 09/22/10 |
| Russell, Janai L. | Licensed Vocational Nurse | 56-A | 09/07/10 |
| Voss, Janet D. | Licensed Vocational Nurse | 56-A | 09/29/10 |

Approval of Employment:

| | | | |
|----------------------|------------------------------------|------------|----------|
| McCardle, Kyle B. | Extended School Services Attendant | \$10.18/hr | 09/20/10 |
| Rodriguez, Hannah M. | Extended School Services Attendant | \$10.18/hr | 09/08/10 |
| Rosas, Gabriel J. | Extended School Services Attendant | \$10.18/hr | 09/20/10 |
| Swerdloff, Denise G. | Playground Attendant | \$8.85/hr | 09/22/10 |
| Vigil, Vanessa | Extended School Services Attendant | \$10.18/hr | 09/28/10 |

Approval of Termination of Employment:

| | | |
|---------------------------|---|----------|
| Algmlas, Rhonda C. | Playground Attendant (employment elsewhere) | 06/18/10 |
| Al Timimi, Suha | Playground Attendant (moved from area) | 03/31/10 |
| Andersen, Renee N. | Playground Attendant (employment elsewhere) | 06/18/10 |
| Anderson, Jessica A. | Student Helper (end of temporary assignment) | 06/18/10 |
| Aubrey, Allison E. | Student Helper (employment elsewhere) | 06/17/10 |
| Brandes Meisner, Marta | Playground Attendant (employment elsewhere) | 06/18/10 |
| Brown, Gwendolyn A. | Playground Attendant (employment elsewhere) | 06/18/10 |
| Deleon, Michael K. | Playground Attendant (employment elsewhere) | 06/18/10 |
| Delgado, Dianah E. | Playground Attendant (end of temporary assignment) | 06/18/10 |
| Ferrantello, Nicholas A. | Playground Attendant (employment elsewhere) | 06/18/10 |
| Galvez, Diana N. | Student Helper (end of temporary assignment) | 08/13/10 |
| Gray-Fitts, Lori A. | Student Helper (reduction in staff) | 06/17/10 |
| Groskopf, Kelli J. | Student Helper (employment elsewhere) | 06/18/10 |
| Guijarro, Veronica A. | Playground Attendant (employment elsewhere) | 06/18/10 |
| Harker-Reid, Elizabeth D. | Playground Attendant (employment elsewhere) | 09/08/10 |
| Hem, Amanda C. | Playground Attendant (employment elsewhere) | 06/18/10 |
| Hilton, Maria E. | Extended School Services Attendant (further education) | 09/03/10 |
| Guzman, Rudy | Playground Attendant (employment elsewhere) | 06/18/10 |
| Guzman, Rudy | Extended School Services Attendant (employment elsewhere) | 08/16/10 |
| Huckins, Debra A. | Playground Attendant (moved from area) | 06/18/10 |
| Jones, Kendra L. | Playground Attendant (employment elsewhere) | 06/18/10 |

| | | |
|----------------------------|---|----------|
| Kandt, Michelle L. | Playground Attendant and Student Helper (employment elsewhere) | 06/18/10 |
| King, Laura M. | Extended School Services Attendant (employment elsewhere) | 07/19/10 |
| Knapp, Deana | Playground Attendant (reduction in staff) | 06/17/10 |
| Lafond, Deborah A. | Playground Attendant (further education) | 06/18/10 |
| Lehnherr, Joel N. | Extended School Services Attendant (further education) | 08/27/10 |
| Lepe Jr., Juan M. | Playground Attendant (employment elsewhere) | 06/18/10 |
| Lewis, Michael S. | Playground Attendant (employment elsewhere) | 06/18/10 |
| Maestas, Omar R. | Playground Attendant (further education) | 06/18/10 |
| Malfabon, Christian I. | Extended School Services Attendant (further education) | 08/27/10 |
| Montgomery II, Hugh C. | Playground Attendant (employment elsewhere) | 06/18/10 |
| Nava, Laura | Extended School Services Assistant Leader (employment elsewhere) | 08/31/10 |
| Navarro, Alaura P. | Playground Attendant (employment elsewhere) | 06/18/10 |
| Navarro, Rosa I. | Playground Attendant (reduction in staff) | 06/17/10 |
| Navarro, Rosa I. | Extended School Services Attendant (further education) | 08/20/10 |
| Norman, Danielle R. | Extended School Services Attendant (further education) | 09/03/10 |
| Nunez, Pablo C. | Playground Attendant (employment elsewhere) | 06/18/10 |
| Oneil, Robin M. | Extended School Services Attendant (dismissed) | 09/10/10 |
| Patterson, Nicole A. | Student Helper (reduction in staff) | 06/18/10 |
| Richardson, Byron L. | Student Helper (end of temporary assignment) | 06/18/10 |
| Sanchez, Francisca | Playground Attendant (employment elsewhere) | 06/18/10 |
| Sanders, Nicole | Playground Attendant (employment elsewhere) | 06/10/10 |
| Serrano, Chelsie M. | Playground Attendant (employment elsewhere) | 06/17/10 |
| Slagill, AnneMarie E. | Student Helper (reduction in staff) | 06/18/10 |
| Snow, Tiffany L. | Playground Attendant (employment elsewhere) | 06/10/10 |
| Suliman, Nuha N. | Playground Attendant (employment elsewhere) | 06/18/10 |
| Van Luven, Kevin R. | Extended School Services Attendant (resigned) | 06/18/10 |
| Zarzuela-Bojorquez, Daniel | Playground Attendant (employment elsewhere) | 06/18/10 |

Approval of Acceptance of Resignation/Merit System:

| | | |
|--------------------|---|----------|
| McCain, Ashley, L. | Paraprofessional – Special Education Behavioral Assistant (employment elsewhere) | 09/27/10 |
| Rhine, Melanie A. | Senior Accountant (moving from area) | 09/30/10 |

Approval of Leave of Absence:

| | | |
|------------------|--------------------------------------|---------------------|
| Eaton, Kristy L. | Paraprofessional – Special Education | 09/20/10 – 01/14/11 |
|------------------|--------------------------------------|---------------------|

Approval of Change of Assignment or Classification:

| | | | |
|--------------|------------------------|------|----------|
| White, Ralph | From: Senior Custodian | 39-B | 09/10/10 |
| | To: Custodian | 26-D | |

LECTURER/PRESENTER, SHORT-TERM EMPLOYMENT: (Enclosed)

| | | |
|--|--|---------------------|
| Anderson, Michele | Short-Term Employment | 02/07/11 – 03/03/11 |
| Charlene's Dance N Cheer/C. Quinn | After-School Program (Maryland Avenue) | 10/07/10 – 06/17/11 |
| Child Evangelism Fellowship/Hokstad | After-School Program (Fletcher Hills) | 10/07/10 – 06/17/11 |
| Child Evangelism Fellowship/Banks | After-School Program (Rolando) | 10/07/10 – 06/17/11 |
| Chris Rubio Productions | Lecturer/Presenter (La Mesa Dale) | 10/29/10 |
| Daudert, Travis | Lecturer/Presenter (La Presa Middle) | 11/04/10 – 11/05/10 |
| IES Language Foundation/R. Goudy | After-School Program (Northmont) | 10/27/10 – 06/08/11 |
| Journey Community Church – IMPACT Club/C. Robertson | After-School Program (La Mesa Middle) | 10/07/10 – 06/17/11 |
| Wilkins, Bill | Lecturer/Presenter (Maryland Avenue) | 11/09/10 – 05/27/11 |

**La Mesa-Spring Valley School District
GOVERNING BOARD AGENDA
October 5, 2010**

PREPARED BY: Claudia Bender
Assistant Superintendent, Human Resources

ITEM NUMBER: HR-2 Human Resources Recommendations
Approval of New Position, Human Resources Specialist, with Placement
on the Classified Salary Schedule at Range 78

The Personnel Commission established the Classification Review Advisory Committee (C-RAC) to continue classification reviews after the 2008 Global Study. C-RAC studied a proposed new classification, Human Resources Specialist, submitted by the Personnel Commission Director for the purpose of reducing salary cost, and determined it would meet the staffing needs of the Personnel Commission.

Based on the classification review, on September 27, 2010, the Personnel Commission established the new classification of Human Resources Specialist (see attached job description) with a recommended placement at Range 78 on the classified salary schedule. The proposed salary for the Human Resources Specialist would be a ten percent (10%) salary savings as compared to the Human Resources Analyst position. The Personnel Commission intends to fill the current vacant Human Resources Analyst position with a Human Resources Specialist.

ADMINISTRATIVE RECOMMENDATION

It is recommended the Board approve the new position of Human Resources Specialist, with placement on the classified salary schedule at Range 78.

Job Description
La Mesa-Spring Valley School District

Human Resources Specialist

Purpose Statement

The job of Human Resources Specialist was established for the purposes of learning and applying in the planning and organization of technical staff work for the Personnel Commission office. The position, under the general direction of the Director, Classified Personnel, performs gradually increasing responsible and independent technical personnel work relating to job analysis, classification, compensation, recruitment, training and examination (including test design, construction and analysis). The Human Resources Specialist also conducts surveys, analyzes data, takes meeting minutes, and prepares a wide variety of reports summarizing results in electronic format for Director, Classified Personnel and the Personnel Commission.

Essential Functions

- Assists in the classification studies by reviewing existing job descriptions and identifying required critical knowledge, skills, abilities and other characteristics; compare data to current duties, tasks and responsibilities; assists Director in providing information gathering and documentation with the Classification Review Advisory Committee (C-RAC) work.
- Assists in collecting salary information and comparing job descriptions from benchmark school districts for the purpose of gathering and analyzing information to make recommendations on salary schedule placement and ensuring internal equity of classified positions.
- Assists in coordinating Extended School Year staffing during intercession months for the purpose of complying with district requirements.
- Attends training conferences, workshops, webinars and seminars for the purpose of ongoing professional development in the areas of compensation, classification, recruitment, testing, selection, labor law, government codes, and merit district rules and regulations.
- Conducts interviews with employees, subject-matter experts, and managers, and conducts field audits/job observations for the purpose of gathering information related to existing duties, tasks and responsibilities for various classifications. Assists Director in providing documentation with job description revisions and recommendations to the Personnel Commission for their approval.
- Compiles data from a wide variety of sources (e.g., Board of Education decisions, Commission items, surveys, expenditures/budget, reclassification data) for the purpose of preparing reports, and making recommendations for assigned administrator.
- Conducts recruitments for open and promotional positions and lateral transfers; manages advertisements through various methods including e-mail and Internet job boards; maintains the District's online applicant tracking system; and communicates with applicants through each phase for the purpose of attracting a diverse workforce and selecting the most qualified candidates.
- Conducts reference checks and coordinates Department of Justice background checks on applicants for the purpose of ensuring the safety, security, retention and performance of district staff.
- Designs and constructs training and experience evaluation, written test, interview and performance-based examinations for various classifications, considering relevance of test to job duties; difficulty of position, weight of frequency of duties performed; reliability of the results; and test validation methods.

- Follows Commission Rules and Regulations and responds to requests for information from staff, managers, applicants, and representatives from other merit districts, as it relates to providing data and guidance on the District's rules, regulations, procedures, and contractual issues, for the purpose of empowering others with information necessary to make timely decisions.
- Maintains classification seniority lists for the purpose of ensuring that layoffs, bumping, Child Nutrition bidding, special assignments, overtime assignments, and re-employments are done in accordance with the Education Code, the Contract and the Personnel Rules and Regulations.
- Participates in a variety of both internal and external meetings, committees, workshops, and/or training for the purpose of providing or receiving information, recording minutes, and supporting the needs of the attendees.
- Performs a variety of Personnel Commission-related activities including the preparation of agenda notes, correspondence, and the taking and transcription of meeting minutes for the purpose of recording and supporting the Director and Commissioners in the performance of their duties.
- Schedules a wide variety of activities including oral boards, interviews, training workshops, conference rooms, and travel reservations for the purpose of making arrangements and facilitating operations.
- Works collaboratively with other human resources administrators and staff related to general staffing issues such as leaves of absence, layoffs, re-employments, Board agenda, and coordination of substitutes, for the purpose of creating seamless staffing transitions.

Other Functions

- Performs other related duties as assigned for the purpose of ensuring the efficient and effective functioning of the work unit.

KNOWLEDGE OF: Laws, rules, regulations involved in test creation and validation, recruitment, compensation and classification activities. Technical aspects of test creation, classification studies and salary surveys. Research methods and report writing techniques. Applicable sections of State Education Code and other applicable laws. Modern office practices, procedures and equipment. Statistical record keeping techniques. Operation of a computer terminal. Oral and written communication skills. Telephone techniques and etiquette. Correct English usage, grammar, spelling, punctuation and vocabulary. Interpersonal skills using tact, patience and courtesy. Principles and practices of training and providing work direction to others.

ABILITY TO: Perform responsible and complex personnel work relating to recruitment, classification, compensation, examinations, test analysis and construction. Maintain records and prepare reports. Operate a computer terminal. Understand and follow oral and written directions. Communicate effectively both orally and in writing. Add, subtract, multiply and divide quickly and accurately. Plan and organize work. Meet schedules and time lines. Work independently with little direction. Establish and maintain cooperative and effective working relationships with others. Work flexible hours, depending upon workload requirements.

Responsibility

Responsibilities include: working under limited supervision following standardized practices and/or methods; providing direction to others. Utilization of resources from other work units is often required to perform the job's functions. There is a continual opportunity to impact the Organization's services.

Working Environment

The usual and customary methods of performing the job's functions require the following physical demands: some lifting, carrying, pushing, and/or pulling; some stooping, kneeling, crouching, and/or crawling; and significant fine finger dexterity. Generally the job requires 80% sitting, 10% walking, and 10% standing. This job is performed in a generally clean and healthy environment.

Entrance Qualifications

Experience Two year of professional work experience in the field of Human Resources with increasing levels of responsibility is required.

Education Bachelor degree in Human Resources or related field is required.

Equivalency Two years of course work as a full-time student at a Master level or higher, which is equal to at least 30 graduate-level semester units, in an Industrial-Organizational Psychology or similar Human Resources program, may be substituted for the requirement of two years of full-time professional work experience, as long as the course work is supplemented by at least 3 months of increasingly responsible applied or Internship experience within the field of Human Resources. OR

Four years of professional work experience in the field of Human Resources with increasing levels of responsibility plus an associate degree with course work in writing and human resources.

Required Testing

Job Related Proficiency Test

Continuing Educ./Training

Completion of CSPCA Merit System Academy within 18 months of employment

Attendance of Professional Development Technical Workshops related to Classification, Compensation, Recruitment, and Examination Design.

FLSA Status

Non Exempt

Certificates

Valid Driver's License & Evidence of Insurability

Clearances

Criminal Justice Fingerprint/Background Clearance
Tuberculosis Clearance
Pre-placement Physical

Approval Date

9/27/10

Salary Range

Classified 78, pending Board approval

**La Mesa-Spring Valley School District
GOVERNING BOARD AGENDA
October 5, 2010**

PREPARED BY: Claudia Bender
Assistant Superintendent, Human Resources

ITEM NUMBER: HR-3 Human Resources Recommendations
Appointment of Personnel Commissioner

Under provisions of Education Codes 45245 and 45246, the Personnel Commission consists of three Personnel Commissioners. The Board of Education shall appoint one member of the Personnel Commission and shall also appoint the second member, nominated by the exclusive representative of the classified employees of the District. The two members shall, in turn, appoint the third member. One Commissioner position expires each year, with a full term for each Commissioner being three years.

Ms. Patricia Ridenour has held the CSEA-appointed commission position since December 1, 2001. Her current term will expire November 30, 2010. CSEA Chapter 419 has submitted its nomination and, jointly with the Personnel Commission, recommends the Board reappoint Ms. Ridenour. At the September 25, 2010, Personnel Commission meeting, a public hearing on this matter was conducted. Ms. Ridenour has graciously expressed her willingness to serve another term.

ADMINISTRATIVE RECOMMENDATION

It is recommended the Board appoint Ms. Patricia Ridenour to a new three-year term as Personnel Commissioner, effective December 1, 2010.

**La Mesa-Spring Valley School District
GOVERNING BOARD AGENDA
October 5, 2010**

PREPARED BY: Claudia Bender
Assistant Superintendent, Human Resources

ITEM NUMBER: HR-4 Human Resources Recommendations
Resolution 10-11-11, Elimination and/or Reduction of Classified Positions

ROLL CALL VOTE

The attached Resolution 10-11-11 authorizes the elimination and/or reduction of two (2) classified positions.

The District has been deficit spending and, unfortunately, must take steps to close the gap between revenues and expenditures. The District has met with CSEA Chapter 419 and negotiated the effects and impact of the following elimination and reduction:

One (1) Graphics/Communications Specialist position will be eliminated from the District Office. The incumbent is retiring effective October 29, 2010; no permanent employee will be laid off.

One (1) Accounting Specialist position will be reduced from 100 percent (100%) Full Time Equivalent (FTE) to 80 percent (80%) FTE. The position is currently vacant; no permanent employee's hours are reduced.

ADMINISTRATIVE RECOMMENDATION

It is recommended the Board adopt the attached resolution to eliminate and/or reduce two (2) classified positions pursuant to the District Rules and Regulations and applicable provisions of the Education Code of the State of California.

La Mesa-Spring Valley School District

RESOLUTION 10-11-11

ELIMINATION AND/OR REDUCTION OF CLASSIFIED POSITIONS

On Motion of Member _____, seconded by Member _____, the following resolution is adopted:

WHEREAS, when a bona fide reduction or elimination of funds or services occurs within a school district, classified employees shall be subject to lay off for either lack of work or lack of funds, and

WHEREAS, The District has been deficit spending and unfortunately must take steps to close the gap between revenues and expenditures, and

WHEREAS, due to lack of funds and/or work the Board finds it is in the best interests of this school district that as of November 1, 2010, certain services now being provided by the District be reduced or discontinued by the following extent:

- Graphics/Communications Specialist 1 at 8 hours/day – eliminate
- Accounting Specialist 1 at 40 hours/week – reduced to 32 hours/week

NOW, THEREFORE, BE IT RESOLVED as of the 1st day of November, 2010, two (2) classified positions of the La Mesa-Spring Valley School District be reduced or discontinued to the extent set forth above.

PASSED AND ADOPTED by the Board of Education of the La Mesa-Spring Valley School District of San Diego County, California, this 5th day of October, 2010, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

STATE OF CALIFORNIA)
) SS
 COUNTY OF SAN DIEGO)

I, Brian Marshall, Secretary of the Board of Education of the La Mesa-Spring Valley School District of San Diego County, California, do hereby certify the foregoing is a full, true, and correct copy of a resolution adopted by said Board at a Regular meeting held on the 5th of October, 2010.

Brian Marshall
 Secretary to the Board of Education

**MINUTES
BOARD OF EDUCATION MEETING
LA MESA-SPRING VALLEY SCHOOL DISTRICT
REGULAR MEETING: September 21, 2010**

The meeting was called to order at 7:00 p.m. at the Education Service Center by the President, Dr. Turner.

CALL TO ORDER

The President led the Pledge of Allegiance to the Flag.

PLEDGE OF ALLEGIANCE

Board members present: Baber, Duff, Halgren, Turner, Winet

**ESTABLISHMENT OF
QUORUM**

Board members absent: None

Staff members present on assignment: Bender, Marshall, Martinez, Yoshihara, Walker

It was moved by Duff, seconded by Baber, and carried unanimously to approve the minutes of the regular meeting of September 7, 2010, as revised, noting a change in Member Duff's comments under Announcements concerning the topic of human trafficking.

MINUTES
Approved as revised

COMMUNICATIONS

COMMUNICATIONS

Letter from County Superintendent Randy Ward granting request for Emergency Waiver of Public Contract Code for Concrete Work at Fletcher Hills Elementary School

R. Ward, County Supt.
Granting emergency waiver for concrete work at FLH

Memo from Superintendent's Office regarding tickets for A Salute to Teachers on October 16

Superintendent's Office
A Salute to Teachers

Letter from Lynn Hamilton, Rotary Chairperson for the Dictionary Program, announcing the Rancho San Miguel and Spring Valley Rotary Club's donation of dictionaries to all 3rd-grade students within the District

L. Hamilton, La Messa Rotary
3rd-grade dictionary program

PowerPoint for the 2010 Accountability Progress Report

2010 API PowerPoint

Invitation from the S.D. County Office of Education to attend the 8th Annual Achievement Gap Task Force News Conference on October 14

Invitation to Achievement Gap Task Force News Conference

E-mail from Yvette Brown, School Office Manager, Maryland Avenue Elementary School, commending Bill White, Skilled Maintenance Worker II, for a project he completed at that school.

Y. Brown, SOM, MAA
Commendation – B. White

AGENDA

AGENDA

It was moved by Halgren, seconded by Winet, and carried unanimously to approve the agenda as presented.

Approved as presented

HEARING SESSION

HEARING

The President announced a hearing for anyone who wished to address the Board on any topic relating to public education.

Eric Yates, Editor of the Mt. Helix Patch On-Line Newsletter, introduced himself to the Board and stated he will be covering news related to the Spring Valley schools and community.

E. Yates, Editor Mt. Helix Patch Newsletter
Introduction

REPORTS OF OFFICERS OF THE BOARD

REPORTS

In April and May 2010 all District 2nd-8th-grade students participated in the California Standardized Testing and Reporting programs (STAR). The Districtwide Academic Performance Index (API) score is 801. Overall scores took a slight dip, especially in the African-American and English Learner (EL) subgroups. Fluctuations in scores could be due, in part, to the District participating in two major adoptions (English Language Arts and Math) and the movement of teachers. There was discussion regarding the success of La Presa Middle School's block program and whether it could be duplicated at other schools. The Superintendent stated the cost could run one-third more, as the time-intensive program requires more staff. Member Winet acknowledged that scores were relatively flat in 2009-10; however, he stated that leadership is taking place and kids feel good about their success. He noted a rather remarkable difference in scores between 2006 and 2010 and applauded staff and administration for their commitment and hard work. The Board agreed we need to manipulate our resources to ensure our students continue to be successful.

2010 Accountability Progress Report

NEW BUSINESS

NEW BUSINESS

There were no nominations for California School Boards Association (CSBA) Directors-at-Large, Asian/Pacific Islander and Hispanic positions.

CSBA Directors-at-Large, Asian/Pacific Is., Hispanic
No Nominations

It was moved by Duff, seconded by Halgren, and carried unanimously to approve the following:

Consent Calendar
Approved

Purchase Orders E20706 through E20862 totaling \$550,100.12

Purchase Orders

Warrants August 27, 2010 through August 31, 2010 totaling \$159,284.62

Warrants

Expenditures in the amount of \$4,441.28

Revolving Cash Fund Reimbursements from the General Fund

Approval of the person listed as attached.

Travel

Approval of Sale of Surplus items, as attached.

Surplus Items

Approval of Change Order for Concrete Flatwork, Ramps, Stairs, and Handrails Project at Fletcher Hills Elementary School, Bid #FB5-09/10

Change Order for Concrete project at FLH

Acceptance of Work for the Completion of the Concrete Flatwork, Ramps, Stairs and Handrail Project at Fletcher Hills Elementary School; and Authorization to File Notice of Completion

Acceptance of Work for Completion of Concrete Project at FLH

It was moved by Halgren, seconded by Duff, and carried unanimously to authorize staff to enter into a Special Education Master Contract with Coast Music Therapy, Inc.

Sp. Ed. Master Contract with Coast Music Therapy, Inc.
Authorized

It was moved by Halgren, seconded by Duff, and carried unanimously to authorize staff to enter into a Memorandum of Understanding with the California Partnership for Achieving Student Success

MOU with CA Partnership for Achieving Student Success
Authorized

It was moved by Duff, seconded by Winet, and carried unanimously to accept the following gift with thanks: \$746.95 from *Take Charge of Education*, a Target Corporation project, to Murray Manor Elementary School to be used for instructional supplies.

Gift – MUM
Accepted with thanks

HUMAN RESOURCES RECOMMENDATIONS

It was moved by Baber, seconded by Duff, and carried unanimously to approve standard Human Resources recommendations as amended to include eight additional Lecturer/Presenter and/or Short-Term Employment forms.

Human Resources Recommendations
Approved as amended

ANNOUNCEMENTS, REPORTS, COMMUNICATIONS FROM THE BOARD

Mr. Duff announced a City of La Mesa Candidate Forum (not debate) for City Council and Mayor will be held on September 20 at the Adult Enrichment Center.

Mr. Baber announced the 3rd Annual La Mesa Environmental Festival on October 9 at Harry Griffith Park, including an environmental art program for students.

Dr. Turner announced she relayed Mr. Winet's concerns expressed at the last Board meeting regarding significant taxpayer issues and accountability within the CSBA organization at a CSBA Board meeting on September 17. Dr. Turner stated that progress has been made in getting an independent firm to audit the entire organization, as well as hiring a new Executive Director.

At 8:22 p.m. the President announced a recess.

CLOSED SESSION

At 8:36 p.m. the President called for a closed session to discuss negotiations update – LMSV Teachers Association; and negotiations update – California School Employees Association (CSEA), Chapter 419. The Superintendent; Board; and Assistant Superintendents Business, Human Resources and Learning Support adjourned to the session, which was held in the Boardroom.

The meeting was adjourned at 8:51 p.m.

Brian Marshall, Secretary to the Board of Education

Approved and ordered into the proceedings of the District at the next regular meeting of the Board of Education to be held October 5, 2010.

Bill Baber, Clerk of the Board of Education