

SIERRA SANDS UNIFIED SCHOOL DISTRICT

**Board of Education
Regular Meeting**

**OCTOBER 25, 2012
Ridgecrest City Council Chambers
100 West California Avenue
www.ssusdschools.org**

We, the members of the Board of Education of the Sierra Sands Unified School District, are committed to providing the highest quality education in a safe environment to all K-12 students. We believe the school shares with the family, church, and community the responsibility for developing life-long learners who are responsible, productive citizens.

A G E N D A

CALL TO ORDER AND PLEDGE TO THE FLAG

7:00 P.M.

Amy Covert
Judy Dietrichson
Bill Farris, Vice President/Clerk
Tim Johnson, President
Tom Pearl
Kurt Rockwell
Michael Scott
Student Member, Sean Anderson

Joanna Rummer, Superintendent

MOMENT OF SILENCE

1. **ADOPTION OF AGENDA**

Welcome to a meeting of the Board of Education. Because we believe you share our concern for the education of the youth of our community, we appreciate and welcome your participation. Copies of the agenda, along with a procedural handout, are available on the wall at the back of the room to assist with your participation in the meeting.

2. **APPROVAL OF MINUTES** of the regular and special meetings of September 13, 2012 and the special meeting of October 15, 2012.

3. **PROGRAMS AND PRESENTATIONS**

- **Faller Suns Soar:** Faller Elementary School will share their best practices including Interventions, Professional Learning Communities and Student Motivation/Recognition.

4. **PUBLIC HEARING**

5. REPORTS AND COMMUNICATIONS

5.1 Student Member's Report

5.2 Reports from Members of the Board

5.3 Superintendent's Report

- Enrollment Report
- Site Visits
- Snake Safety Training

5.4 Communications from the public

The board will provide time during the discussion of each agenda item for members of the public to comment. At this time, members of the public may address the board on an item not on the agenda. Comments should relate to items of public interest within the board's jurisdiction. The law prohibits the board from taking action on items not on the agenda. If appropriate, your comments will be referred to staff for response. When addressing the board, please state your name and address at the podium and limit your remarks to three minutes. In accordance with the board bylaws, the board will limit the total time for public input to 30 minutes. Those wishing to address the board beyond the 30-minute time limit may do so at the end of the scheduled meeting agenda.

6. EDUCATIONAL ADMINISTRATION

6.1 Appointment of Industry/ Business Members to Career Technical Advisory Committee

6.2 Report to the Board: Overview of the Sierra Sands Academic Performance Index (API) and Adequate Yearly Progress (AYP) with Results and Analysis of the STAR Testing Program for Spring 2012

7. POLICY DEVELOPMENT AND REVIEW

8. PERSONNEL ADMINISTRATION

8.1 Certificated

Employment, resignation, retirement, leave of absence, change of status, termination

8.2 Classified

Employment, resignation, retirement, leave of absence, change of status, termination

8.3 Waiver Request Enabling the District to Assign Individuals in Certificated Positions Without Appropriate Credentials

9. GENERAL ADMINISTRATION

9.1 Gifts to the District

9. GENERAL ADMINISTRATION (continued)

9.2 Report to the Board: Nature and Resolution of Complaints with Regard to Deficiencies Related to Instructional Materials, Emergency or Urgent Facilities Conditions that Pose a Threat to the Health and Safety of Pupils or Staff, Teacher Vacancy or Misassignment, and Provision of Intensive Instruction and Services to Students Who Did Not Pass the California High School Exit Examination (CAHSEE) by the End of Grade 12, as Required by the Williams Act

9.3 Authorization for Board Member Travel

10. CONSTRUCTION ADMINISTRATION

10.1 Report to the Board: Measure “A” and Other Construction Activities and Issues

10.2 Approval of Change Order Number One – Burroughs High School Career and Technical Education (CTE) TV – Video Production Building (F2) Conversion and Modernization

10.3 Approval of Change Order Number One – Burroughs High School Career and Technical Education (CTE) TV – Construction Wood Technology (Shop GO2) Conversion and Modernization

10.4 Notice of Completion of Contract – Burroughs Conversion and Modernization of Classroom F2 to TV and Video Production Studio (DSA Application Number A#03-113217), awarded to Balfour Beatty Construction in the amount of \$328,700, Amended by Change Order Number One (\$8,299) to \$336,999

10.5 Notice of Completion of Contract – Burroughs Conversion and Modernization of Shop GO3 to Construction Wood Technology Laboratory (DSA Application Number A#03-113215), awarded to Balfour Beatty Construction in the amount of \$728,500, Amended by Change Order Number One (\$49,227) to \$777,727

11. BUSINESS ADMINISTRATION

12. CONSENT CALENDAR

12.1 Approval of “A” and “B” Warrants

12.2 Report to the Board on Solid Waste Hauling Services

12.3 Approval of Recommendations for Expulsion, Expulsion Cases # 1 1213, #2 1213, #3 1213, #4 1213, #5 1213, #6 1213, #7 1213, and #8 1213

13. FUTURE AGENDA

14. ADJOURNMENT

The next regular meeting of the Board of Education will be November 15, 2012.

Any materials required by law to be made available to the public prior to a meeting of the Board of Education of the Sierra Sands Unified School District can be inspected during normal business hours at the district office located at 113 Felspar, Ridgecrest, CA. These materials can also be viewed on the district's internet website at www.ssusdschools.org.

Note: Individuals who require special accommodation, including but not limited to an American sign language interpreter, accessible seating or documentation in accessible formats, should contact the Superintendent's Office at least two days before the meeting date.

SIERRA SANDS UNIFIED SCHOOL DISTRICT

Minutes of the Regular Meeting of the Board of Education

DATE OF MEETING: September 13, 2012
TIME OF MEETING: 7:00 p.m.
PLACE OF MEETING: Ridgecrest City Council Chambers
MEMBERS PRESENT: Covert, Dietrichson, Farris, Johnson, Pearl, Rockwell, Scott
MEMBERS ABSENT: None
STAFF PRESENT: Joanna Rummer, Superintendent

PLEDGE OF ALLEGIANCE was recited in unison, led by student member Sean Anderson.

MOMENT OF SILENCE was observed.

1. ADOPTION OF AGENDA

The agenda was adopted by consensus as posted noting that the concurrent agenda will be heard following Item 10.1 and the IKSFA agenda will be heard following Item 11.3.

2. APPROVAL OF MINUTES

Hearing no comments, the minutes of the regular meeting of August 16, 2012 were adopted by consensus as written.

3. PROGRAMS AND PRESENTATIONS

- Recognition of Tom Pearl for Ten Years of Service as a Member of the Board of Education, Sierra Sands Unified School District.

Board President Johnson, along with Superintendent Rummer presented Mr. Pearl a certificate in recognition for ten years of service as a member of the Board of Education.

- “B” Mountain Foundation will present a check to the Board of Education of the Sierra Sands Unified School District as a donation to the CTE Building Fund.

Mr. Bruce Auld presented a check to Board President Johnson in the amount of \$7,500 from the “B” Mountain Foundation towards the CTE building fund.

4. PUBLIC HEARING

The public hearing was opened at 7:05 p.m. and hearing no comments was closed at 7:06 p.m.

5. REPORTS AND COMMUNICATIONS

5.1 Student Member's Report

Student Member Sean Anderson reported the following:

Murray: The new sixth grade class is working cohesively to earn spirit points and students are enjoying the beginning of volleyball games. Many students participated in the Parade of 1000 Flags and our October PTO fundraiser is cookie dough! The first intervention/enrichment classes began last week to help students succeed during this first quarter grading period.

Monroe: We have held two Tiger Class Competitions; the first was a suitcase relay race where students put clothes on from a suitcase and the second was a hanging donut eating contest. Volleyball Teams have started their games and the first *Coffee with the Principal* will be held tomorrow.

Mesquite: Mesquite students and staff held a Back-To-School-Night Bar-B-Que to welcome all new students and staff to Mesquite. Several students participated in the Parade of 1000 Flags and several others are participating in the Beauty & the Beast production.

Burroughs: Burroughs held their parking lot auction and a few spots are still available. Students are currently participating in a pennies war competition and the funds collected will be donated to cancer research. This weekend BHS will host the Night of 1000 Stars which spotlights the many talented students at the school. Homecoming is right around the corner with painting of B-Mountain, Powder Puff, the Homecoming Dance, and many more activities during this fun week.

5.2 Reports from Members of the Board

President Johnson reported seeing the band and cheerleaders from BHS participating in the Parade of 1000 Flags as well as many other district students. Additionally, the Back to School Nights were great and a thank you goes out to staff for all their hard work.

5.3 Superintendent's Report

Mrs. Rummer presented an update on our current enrollment status. We are down about 5 students at the elementary level, about 10 students at the middle school and about 50 at the high school. Mrs. Rummer complimented our staff for the great job done at the Back to School Nights and thanked the parents, teachers and staff for their participation.

5.4 Comments from the public on items not on the agenda

No comments were made.

6. EDUCATIONAL ADMINISTRATION

6.1 Approval of Participation in the State Funded K-3 Class Size Reduction Program for 2012-2013

Motion passed to approve participation in the State Funded K-3 Class Size Reduction Program for 2012-13. COVERT/DIETRICHSON

AYES: Covert, Dietrichson, Farris, Johnson, Pearl, Rockwell, Scott

7. POLICY DEVELOPMENT AND REVIEW

8. PERSONNEL ADMINISTRATION

8.1 Certificated

Employment, resignation, retirement, leave of absence, change of status, termination

8.2 Classified

Employment, resignation, retirement, leave of absence, change of status, termination

Motion passed to adopt the personnel actions as presented. ROCKWELL/SCOTT

AYES: Covert, Dietrichson, Farris, Johnson, Pearl, Rockwell, Scott

8.3 Approval of Tentative Agreement between the Desert Area Guidance Association (DAGA) and the Board of Education Regarding Contract Reopeners for 2012-2013

Motion passed to approve the tentative agreement between the Desert Area Guidance Association (DAGA) and the Board of Education regarding reopeners for 2012-13. DIETRICHSON/COVERT

AYES: Covert, Dietrichson, Farris, Johnson, Pearl, Rockwell, Scott

8.4 Approval of Resolutions #4 1213, #5 1213, and #6 1213, Teachers Teaching Out of Their Major/Minor Field or Area

Motion passed to approve Resolutions #4 1213, #5 1213, and #6 1213, Teachers Teaching Out of Their Major/Minor Field or Area. DIETRICHSON/COVERT

AYES: Covert, Dietrichson, Farris, Johnson, Pearl, Rockwell, Scott

9. GENERAL ADMINISTRATION

9.1 Gifts to the District

Motion passed to accept a donation for the dedication plaque for the Career and Technical Education Building valued at \$1,005 from Mr. Bruce Auld. FARRIS/SCOTT

AYES: Covert, Dietrichson, Farris, Johnson, Pearl, Rockwell, Scott

10. CONSTRUCTION ADMINISTRATION

10.1 Report to the Board: Measure “A” and Other Construction Activities and Issues

Mr. Bruce Auld reported to the board that the shade structures around the district were repaired at all sites where needed. The Phase II CTE buildings are open and running for construction trades and the video class at Burroughs. Currently we are working on a geographical index appeal. It costs approximately 26% more to perform construction work here than in the cities. We will continue to pursue this issue at the state level.

This item was presented for informational purposes only and required no action.

The special concurrent agenda was heard at this time.

11. BUSINESS ADMINISTRATION

11.1 Adoption of Resolution #7 1213 Approving the 2012-13 Estimated Gann Limit Calculations for the Sierra Sands Unified School District

Motion passed to adopt Resolution #7 1213 approving the 2012-13 Estimated Gann Limit Calculations. DIETRICHSON/COVERT

AYES: Covert, Dietrichson, Farris, Johnson, Pearl, Rockwell, Scott

11.2 Request for Authorization to Sell District Vehicles

Motion passed to authorize staff to sell two CNG school buses that are no longer used due to the fact that the available CNG filling station is no longer functional.
COVERT/DIETRICHSON

AYES: Covert, Dietrichson, Farris, Johnson, Pearl, Rockwell, Scott

11.3 Acceptance of the 2011-12 Unaudited Actuals

After discussion, motion passed to accept the unaudited actuals for 2011-12 as presented.
DIETRICHSON/SCOTT

AYES: Covert, Dietrichson, Farris, Johnson, Pearl, Rockwell, Scott

President Johnson temporarily adjourned the regular meeting of the Sierra Sands Unified School District Board of Trustees to open the meeting of the Board of Directors of the Inyo-Kern Schools Financing Authority.

12. CONSENT CALENDAR

- 12.1 Approval of “A” and “B” Warrants
- 12.2 Report to the Board on Solid Waste Hauling Services
- 12.3 Authorization to Pay Conference Expenses for St Ann’s School Staff
- 12.4 Approval of Contract With Kern County Superintendent of Schools for Mobility and Visually Impaired Itinerant Services for Special Education Students
- 12.5 Approval of Recommendation of Administrative Hearing Panel Regarding Enrollment Request from a Student Expelled from Another District, Case #D01 1213

Motion passed to adopt the consent calendar as presented. DIETRICHSON/COVERT

AYES: Covert, Dietrichson, Farris, Johnson, Pearl, Rockwell, Scott

13. FUTURE AGENDA

Mrs. Covert stated that the Kern County Trustees Annual Meeting is coming up soon so we will need to schedule that for approval at the next board meeting.

14. ADJOURNMENT

THE BOARD OF EDUCATION

William Farris, Vice President/Clerk

Joanna Rummer, Secretary to Board

recorder: Alison Burson

SIERRA SANDS UNIFIED SCHOOL DISTRICT

Minutes of the Special Concurrent Meeting of the Board of Education

DATE OF MEETING: September 13, 2012
TIME OF MEETING: 7:00 p.m.
PLACE OF MEETING: Ridgecrest City Council Chambers
MEMBERS PRESENT: Covert, Dietrichson, Farris, Johnson, Pearl, Rockwell, Scott
STAFF PRESENT: Joanna Rummer, Superintendent

1. ADOPTION OF AGENDA

2. CONSTRUCTION ADMINISTRATION

2.1 Approval of Change Order Number One – Sherman E. Burroughs High School Career and Technical Education (CTE) Building

Motion passed to approve the Change Order Number One – Burroughs High School Career and Technical Education (CTE) Building. DIETRICHSON/COVERT

AYES: Covert, Dietrichson, Farris, Johnson, Pearl, Rockwell, Scott

2.2 Notice of Completion – Sherman E. Burroughs High School Career and Technical Education (CTE) Building (DSA Application Number A#03-112192), awarded in the form of a “CM at Risk” contract to Barnhart, Balfour-Beatty in the amount of \$6,218,146, amended by change order to \$6,263,533.

Motion passed to approve the Notice of Completion for Burroughs High School Career and Technical Education (CTE) Building (DSA # A#03-112192). ROCKWELL/COVERT

AYES: Covert, Dietrichson, Farris, Johnson, Pearl, Rockwell, Scott

2.3 Notice of Completion of Contract – Sherman E. Burroughs Infrastructure (electrical conversion) Project Phase II (DSA Application Number A#03- 113502), awarded to Barnhart, Balfour-Beatty in the amount of \$4,881,250.

Motion passed to approve the Notice of Completion for Burroughs Infrastructure (electrical conversion) Project Phase II (DSA Application Number A303-113502). DIETRICHSON/COVERT

AYES: Covert, Dietrichson, Farris, Johnson, Pearl, Rockwell, Scott

3. ADJOURNMENT was at 8:00 p.m.

THE BOARD OF EDUCATION

William Farris, Vice President/Clerk

Joanna Rummer, Secretary to Board

SIERRA SANDS UNIFIED SCHOOL DISTRICT

Minutes of the Special Meeting of the Board of Education

DATE OF MEETING: October 15, 2012
TIME OF MEETING: 6:30 p.m.
PLACE OF MEETING: District Office Conference Room
MEMBERS PRESENT: Covert, Dietrichson, Farris, Johnson, Pearl, Scott
MEMBERS ABSENT: Rockwell
STAFF PRESENT: Joanna Rummer, Superintendent

1. ADOPTION OF AGENDA
2. GENERAL ADMINISTRATION

2.1 The Board Will Meet in a Work Study Session to Establish District Goals for 2014-2017

The board met in a work study session to discuss setting the District Goals for 2014-2017.
No action was taken.

3. ADJOURNMENT was at 8:30 p.m.

THE BOARD OF EDUCATION

William Farris, Vice President/Clerk

Joanna Rummer, Secretary to Board

Sierra Sands Unified School District
First Month Enrollment 2012-2013

SCHOOL	2012-13 %	2011-12 %												2012-13 TOTAL	2011-12 TOTAL	CHANGE	Elementary K - 5				
			K	1	2	3	4	5	6	7	8	9-12	SDC				2012-13	2011-12	CHANGE		
FALLER	97.1%	97.4%	70	81	76	83	84	71							465	497	-32	Regular -			
GATEWAY	96.6%	97.4%	61	85	70	71	63	59						18	427	435	-8	K	399	398	
INYOKERN	94.4%	97.1%	35	38	31	33	33	27							197	193	4	1 - 3	1172	1168	
LAS FLORES	96.9%	97.4%	96	71	78	66	63	68							442	398	44	4 - 5	690	707	
PIERCE	97.3%	97.1%	59	55	61	59	50	53							337	338	-1	Special Education -			
RAND	91.9%	92.1%	6	0	3	2	0	0							11	6	5	SDC	117	97	
RICHMOND ANNEX	94.0%	93.9%												99	99	97	2	RSP	90	92	
RICHMOND	96.9%	97.5%	72	77	63	69	61	58							400	406	-6	Middle 6-8			
TOTAL K - 5	96.6%	97.2%	399	407	382	383	354	336						117	2378	2370	8	Regular	1027	1030	
MONROE	96.7%	97.5%							155	153	156			28	492	488	4	Special Education -			
MURRAY	96.6%	96.8%							201	202	160			29	592	599	-7	SDC	57	57	
TOTAL 6 - 8	96.7%	97.1%							356	355	316			57	1084	1087	-3	RSP	71	77	
BURROUGHS	96.3%	96.3%												1372	63	1435	1453	-18	High School 9 - 12		
MESQUITE	95%	95.0%												103	0	103	114	-11	Regular	1372	1378
															0			0	Continuation	103	114
															0			0	ROP	281	
TOTAL 9 - 12														1475	63	1538	1567	-29	Special Education -		
12-13 TOTAL	96.5%		399	407	382	383	354	336	356	355	316	1475	237		5000	---	---	SDC	63	75	
11-12 TOTAL		96.9%	398	413	389	366	348	359	357	321	352	1492	229			5024	---	RSP	91	79	
CHANGE		-0.40%	1	-6	-7	17	6	-23	-1	34	-36	-17	8		---	---	-24	Adult	264	291	

6. EDUCATIONAL ADMINISTRATION

6.1 Appointment of Industry/ Business Members to Career Technical Advisory Committee

BACKGROUND INFORMATION: California Education Code 8070 requires that the governing board of each school district participating in a career technical education program (Carl Perkins) shall appoint a career technical education advisory committee to develop recommendations on the program and to provide liaison between the district and potential employers.

CURRENT CONSIDERATIONS: The Career Technical Advisory Committee is composed of one or more representatives of the general public who are knowledgeable about the various pathways the district offers.

Activities of the Career Technical Advisory Committee may include, but are not limited to:

- Review curriculum and facilities
- Sponsor mentoring activities
- Identify equipment needs
- Sponsor guest speakers
- Conduct surveys
- Plan/conduct field trips or on-site visits
- Plan/conduct in-service for instructors
- Identify new advances in the industry
- Assist in identifying all aspects of an industry
- Provide work-based learning sites
- Provide placement of career technical education program completers
- Initiate and maintain an effective public relations program

The following business/community representatives have volunteered for, and are recommended for appointment to the Sierra Sands Unified School District Career Technical Advisory Committee.

- Tom Anspach (alternate- Jayne Gifford)- Kern County ROP
- Clarence Dent- Video Instrumentation Tech- Range Testing- NAWCWD
- Stephen Farmer- Head of Weapons Guidance Division- NAWCWD
- Melissa Finnell- NAWCWD- Education Outreach
- Trish Gresham- Education Outreach- EEO Specialist- NAWCWD
- Arzell Hale- Executive Director of Human Resources, Environmental, Governmental Relations & Public Policy- Searles Valley Minerals
- Bob Hawkes- Director Workforce Development- Kern Community College District
- Ken Hayes- Head of Weapons Prototype Division- NAWCWD

- Linda Homer- NAWCWD- Chair “Expanding Your Horizons”
- Valerie Karnes- Dean of Career Technical Education- Cerro Coso Community College
- Julia Marshall- NAWCWD- “Expanding Your Horizons” Committee Member
- Jason Patin- Ridgecrest City Council- Business Owner
- Elaine Riendeau- NAWCWD- “Expanding Your Horizons” Committee Member
- Susan Riley- NAWCWD and Committee Member “Young Engineers and Scientists”
- Alan VanNevel- NAWCWD- Research Physicist
- Kristy Visconti- NAWCWD and Chair “Young Engineers and Scientists”

In addition, the committee consists of Sierra Sands teaching staff, counselors, and administrators. ROP programs also have CTE Advisory committees for their specific pathways.

FINANCIAL IMPLICATIONS: Incidental costs for this advisory committee are considered a reasonable expense through Carl Perkins IV funds and are anticipated to be less than \$200. Carl Perkins IV is currently \$41,182 in 2012-2013 and ROP is \$449,548 a Tier 3 annual allocation.

SUPERINTENDENT’S RECOMMENDATION: It is recommended that the board appoint the individuals named above to the Sierra Sands Unified School District Career Technical Advisory Committee for the 2012-2013 school year.

6. EDUCATIONAL ADMINISTRATION

6.2 Report to the Board: Overview of the Sierra Sands Academic Performance Index (API) and Adequate Yearly Progress (AYP) with Results and Analysis of the STAR Testing Program for Spring 2012

BACKGROUND INFORMATION: The Public Schools Accountability Act (PSAA) was signed into law in California in April of 1999. This law authorized the establishment of the first statewide accountability system for California Public schools. A major component of this accountability system is the Academic Performance Index (API), which is the cornerstone of the Public Schools Accountability Act. The API is used to rank the academic performance of schools, set targets for growth, and monitor progress over time.

The No Child Left Behind Act of 2001, which reauthorized the federal Elementary and Secondary Act (ESEA), requires all districts and schools to demonstrate Adequate Yearly Progress, with an eventual goal that 100 percent of all students will be proficient or above in reading/ language arts and mathematics by 2013-2014. Beginning in 2003, California public schools came under both the state and the federal accountability system outlined in *No Child Left Behind* (NCLB).

To meet NCLB requirements in California, it was determined that the new federal AYP requirements would be added to the current state school accountability system that was established by state law in 1999. Both the Academic Performance Index (API) and Annual Yearly Progress (AYP) are reported each fall in the Accountability Progress Report. Teachers, parents, and administrators use these test results to monitor school and student progress. The results are used in combination with other indicators of student achievement to help make decisions about ways to improve student learning and school programs.

CURRENT CONSIDERATIONS: The California Department of Education released the Accountability Progress Report on October 11, 2012 which includes both API and AYP results from spring 2012. Schools and districts are required to meet criteria outlined in the two accountability systems, state (API) and federal (AYP) each year. Criteria include meeting proficiency rates in English language arts and mathematics (AMO), participation rates, an annual API target, and graduation rate for all student groups.

Due to the outstanding performance by all of our schools this past spring, the district showed double digit growth for 2012 increasing its API by 18 points, from 789 to 807. Every elementary school, one middle school, and the district have exceeded the state API target of 800 with the other two schools very close to the target. Due to small size, Rand does not post performance data and Mesquite meets accountability requirements specific to alternative schools.

The district, and all elementary schools, receive Title 1 funds and must meet federal accountability requirements. Under these requirements, the district and one elementary school have progressed to Year 2 of Program Improvement. Due to outstanding performance by Faller and Inyokern, these two schools will freeze at Year 1 Program Improvement. Pierce did not meet one of its subgroup criterion in math and will enter Year 1 Program Improvement. Gateway and Las Flores did not meet all AYP math criteria this past spring and must demonstrate significant growth in this specific area; otherwise, they will enter Year 1 of Program Improvement next fall. Our secondary schools do not receive Title 1 funds; however, their performance impacts the district's federal accountability status. All secondary schools showed double digit growth with Murray meeting all AYP criteria.

An overview of data and requirements for addressing this federal status will be shared tonight in the presentation.

FINANCIAL IMPLICATIONS: None

SUPERINTENDENT'S RECOMMENDATION: The Assistant Superintendent of Curriculum/ Instruction and Coordinator of Special Projects will provide a summary report of this data for the board. This item is presented for information only.

8. PERSONNEL ADMINISTRATION

8.1 CERTIFICATED PERSONNEL

8.11 RESIGNATION, TERMINATION*, SEPARATION**, RETIREMENT***

8.12 LEAVE OF ABSENCE

8.13 EMPLOYMENT

8.14 CHANGE OF STATUS

RECOMMENDED ACTION: To approve certificated personnel actions as presented.

8.2 CLASSIFIED PERSONNEL

8.21 RESIGNATION, TERMINATION*, SEPARATION**, RETIREMENT***

8.22 LEAVE OF ABSENCE

8.23 EMPLOYMENT

8.24 CHANGE OF STATUS

RECOMMENDED ACTION: To approve classified personnel actions as presented.

8. PERSONNEL ADMINISTRATION

8.1 CERTIFICATED PERSONNEL

8.11 RESIGNATION, TERMINATION*, SEPARATION**, RETIREMENT***

8.12 LEAVE OF ABSENCE

8.13 EMPLOYMENT

Terri McDaniel
SDC – Burroughs
Effective 8-13-12

Substitute Teachers for 2012-13 year

Carissa Cash
Claire Kaplan
Hilary Johnson
Hannah Larson
Rebecca Martinez
Tina Vang
Giovanni Velasco

Coaches for 2012-13 year

Art Atencio
Drum Line Coach, Step 2
Burroughs

Kelly Blake
Soccer, Step 1
Burroughs

Alvena Largo
Volleyball & Basketball, Step 1
Murray

Tommy Pho
JV Wrestling, Step 1
Burroughs

8. PERSONNEL ADMINISTRATION

8.1 CERTIFICATED PERSONNEL

8.14 EMPLOYMENT (continued)

Sean Waldron
Soccer, Step 1
Burroughs

Volunteer Coaches

Shavar Cubit, Cheerleading - Burroughs
Susan Lemon, JV Cheerleading - Burroughs
Carolyn Schmidt, JV Cheerleading – Burroughs
Julie Sorensen, Cheerleading - Burroughs

8.14 CHANGE OF STATUS

8. PERSONNEL ADMINISTRATION

8.2 CLASSIFIED PERSONNEL

8.21 RESIGNATION, TERMINATION*, SEPARATION**, RETIREMENT***

Julie Green
8 hr Clerk III – Burroughs
Effective 10-16-12

Linda Pape***
3 ½ hr. Food Service Assistant I – Inyokern
And 3 hr. Foods Service Assistant I – Inyokern
Effective 09-14-12

Kimberly Sorge
2 ¼ hr. Noon Duty Supervisor – Richmond
Effective 09-28-12

Jessica Tharp
5 ½ hr. Paraprofessional – Gateway
Effective 09-13-12

8.22 LEAVE OF ABSENCE

8.23 EMPLOYMENT

Renee Chapai
6 ½ hr. Food Service Assistant III – Vieweg
Effective 10-15-12

Patrick Lilly
5 ½ hr. Paraprofessional – Richmond
Effective 09-24-12

Jeffrey Peoples
4 hr., 4 days per week Computer Paraprofessional – Gateway
Effective 09-25-12

Angelica Pepper
5 ½ hr. Paraprofessional – Gateway
Effective 09-24-12

8. PERSONNEL ADMINISTRATION

8.2 CLASSIFIED PERSONNEL

8.23 EMPLOYMENT (Continued)

Sarah Phillips
5 ½ hr. Paraprofessional – Richmond
Effective 09-18-12

Glory Stanciu
5 ½ hr. Paraprofessional – Burroughs
Effective 09-28-12

Student Workability Workers for the 2012-2013 School Year

Brandon Barber
Alexis Byrd
Julia Collingwood
Allen Fuller
Jessica Glover
Dani Jo Huddleston
Alexander Kilikauskas
Natalie Kuttor
Gregory Ostrom II
Jerry Villa-Rodriguez
Albert Zink

Classified Substitutes for the 2012-2013 School Year

Kristine Calip
Julie Carlson
Amanda Duty
Kourtney Evans
Jewel-le Kilgore
Kelli Negrón
Ashley Pascarella
Maria Plesca-Johnson
Katheryn Schnuderl
Everett Scott
Sara Zielke

8. PERSONNEL ADMINISTRATION

8.2 CLASSIFIED PERSONNEL

8.24 CHANGE OF STATUS

Veronica Avina

From: 8 hrs. School Bus Driver I – Transportation

To: 7 ¾ hrs. School Bus Driver I – Transportation

Effective 10-01-12

Darla Begin

From: 8 hrs. School Bus Driver I – Transportation

To: 7 ½ hrs. School Bus Driver I – Transportation

Effective 10-01-12

Susi Fairall

From: 7 ¼ hrs. School Bus Driver I – Transportation

To: 6 ¼ hrs. School Bus Driver I – Transportation

Effective 10-01-12

Sandra Gates

From: 1 ½ hr. Noon Duty Supervisor – Richmond

To: 2 ¼ hr. Noon Duty Supervisor – Richmond

Effective 09-29-12

Johnnie Lopez

From: 7 ½ hrs. School Bus Driver I – Transportation

To: 7 ¾ hrs. School Bus Driver I – Transportation

Effective 10-01-12

Susan McAllister

From: 8 hrs. School Bus Driver I – Transportation

To: 7 ½ hrs. School Bus Driver I – Transportation

Effective 10-01-12

Lisa Piepmeier

From: 6 hr. Paraprofessional – Richmond

To: 5 ½ hr. Paraprofessional – Richmond

Effective 10-01-12

8. PERSONNEL ADMINISTRATION

8.2 CLASSIFIED PERSONNEL

8.24 CHANGE OF STATUS (Continued)

Roberta Pounds

From: 7 ½ hrs. School Bus Driver I – Transportation

To: 7 ¾ hrs. School Bus Driver I – Transportation

Effective 10-01-12

Cynthia Simmons

From: 7 ¼ hrs. School Bus Driver I – Transportation

To: 7 hrs. School Bus Driver I – Transportation

Effective 10-01-12

Jesus Unpingco

From: .5 hr. Crossing Guard – Las Flores

To: .67 hr. Crossing Guard – Las Flores

Effective 09-14-12

8. Personnel Administration

8.3 Waiver Request Enabling the District to Assign Individuals in Certificated Positions Without Appropriate Credentials

BACKGROUND INFORMATION: Approval of the governing board is required when a district is filing for a Variable Term Waiver, Provisional Internship Permit or Short Term Staff Permit in order to assign an individual who is not appropriately credentialed for his/her assignment.

CURRENT CONSIDERATIONS: Approval is requested for the district to submit requests to the Commission on Teacher Credentialing for a Short Term Staff Permit in order that the district may assign the following individuals for the 2012-2013 school year.

- Short Term Staff Permit - Education Specialist – Mild/Moderate for Mary Kay Bornfleth, Special Day Class, Richmond Elementary
- Short Term Staff Permit - Education Specialist – Mild/Moderate for Amy Self, Special Day Class, James Monroe Middle School

FINANCIAL IMPLICATIONS: None

SUPERINTENDENT’S RECOMMENDATION: Approve the submission of request for a Short Term Staff Permit, in order that the above named individuals may be assigned in the designated positions for the 2012-13 school

9. GENERAL ADMINISTRATION

9.1 Gifts to the District

CURRENT CONSIDERATIONS: The following gifts were received: Leslie Dikes donated a 1989 Ford F150 with an estimated value of \$1,500 to the Burroughs auto shop program, the Rotary Club of Inyokern donated supplies for student use with a value of \$250 to Inyokern School, Mr. & Mrs. Stokes donated \$1,000 to Burroughs discretionary fund, and Mr. & Mrs. Gartner donated \$100 to the Burroughs High School Motor Sports Club.

FINANCIAL IMPLICATIONS: Donations provide support to the district and have a positive financial impact.

SUPERINTENDENT'S RECOMMENDATION: Accept the gifts as described and send appropriate letters of appreciation.

9. GENERAL ADMINISTRATION

- 9.2 Report to the Board: Nature and Resolution of Complaints with Regard to Deficiencies Related to Instructional Materials, Emergency or Urgent Facilities Conditions that Pose a Threat to the Health and Safety of Pupils or Staff, Teacher Vacancy or Misassignment, and Provision of Intensive Instruction and Services to Students Who Did Not Pass the California High School Exit Examination (CAHSEE) by the End of Grade 12, as Required by the Williams Act
-

BACKGROUND INFORMATION: California Education Code 35186 specifies that a school district shall report summarized data on the nature and resolution of all complaints on a quarterly basis to the county superintendent of schools and the governing board of the school district. The summaries shall be publicly reported on a quarterly basis at a regularly scheduled meeting of the governing board of the school district. The report shall include the number of complaints by general subject area with the number of resolved and unresolved complaints. The complaints and written responses shall be available as public records.

This procedure is intended to address all of the following:

- (1) A complaint related to instructional materials as follows:
 - (A) A pupil, including an English learner, does not have standards-aligned textbooks or instructional materials or state adopted or district adopted textbooks or other required instructional material to use in class.
 - (B) A pupil does not have access to instructional materials to use at home or after school in order to complete required homework assignments.
 - (C) Textbooks or instructional materials are in poor or unusable condition, have missing pages, or are unreadable due to damage.

- (2) A complaint related to teacher vacancy or misassignment as follows:
 - (A) A semester begins and a certificated teacher is not assigned to teach the class.
 - (B) A teacher who lacks credentials or training to teach English learners is assigned to teach a class with more than 20 percent English learner pupils in the class. This subparagraph does not relieve a school district from complying with state or federal law regarding teachers of English learners.
 - (C) A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

- (3) A complaint related to the condition of facilities that pose an emergency or urgent threat to the health or safety of pupils or staff as defined in paragraph (1) of subdivision (c) of Section 17592.72 and any other emergency conditions the school district determines appropriate.

(4) A complaint related to provision of intensive instruction and services to students who did not pass the California High School Exit Examination (CAHSEE) by the end of grade 12.

CURRENT CONSIDERATIONS: There have been no complaints filed with the school district between July 1, 2012 and September 30, 2012 in any of the designated areas.

FINANCIAL CONSIDERATION: None.

SUPERINTENDENT'S RECOMMENDATION: This report is for informational purposes only. A copy of this report will be forwarded to the Kern County Superintendent of Schools as required by state law.

9. GENERAL ADMINISTRATION

9.3 Authorization for Board Member Travel to the Annual School Trustees Fall Dinner Meeting on October 29, 2012 of the Kern County School Boards Association

BACKGROUND INFORMATION: At the May 7, 2009 board meeting, protocol requiring the board to authorize all board member travel was established. The 2012-13 travel budget for the board was approved for \$18,700.

CURRENT CONSIDERATIONS: The Annual School Trustees Fall Dinner Meeting of the Kern County School Boards Association and the Kern County Superintendent of Schools Office will be held on October 29, 2012 in Bakersfield. One board member is planning to attend this meeting.

Dinner cost = \$35.00	\$ 35.00
Fuel for District Vehicle	\$ 75.00
 Total Expense	 \$110.00

FINANCIAL IMPLICATIONS: The travel budget for the board for 2012-13 is \$18,700. To date, however, approximately \$14,526 has previously been approved.

SUPERINTENDENT’S RECOMMENDATION: In accordance with the board’s adopted protocol, it is recommended that the board review the proposed travel and determine if it wishes to authorize this travel activity.

10. CONSTRUCTION ADMINISTRATION

10.1 Report to the Board: Measure “A” and Other Construction Activities and Issues

BACKGROUND INFORMATION: The purpose of this item is to keep the board, administration, and especially the community informed as to the progress of the district’s Measure “A” and other construction efforts.

CURRENT CONSIDERATIONS: Construction activity and planning continue at several sites. Mr. Bruce Auld will update the board and community on these activities.

FINANCIAL IMPLICATIONS: None

SUPERINTENDENT’S RECOMMENDATION: This item is presented for informational purposes and no action is required.

10. CONSTRUCTION ADMINISTRATION

10.2 Approval of Change Order Number One – Burroughs High School Career and Technical Education (CTE) TV – Video Production Building (F2) Conversion and Modernization

BACKGROUND INFORMATION: On May 21, 2012, the district contracted with Balfour Beatty Construction in the amount of \$328,700 to convert and modernize classroom F2 at Burroughs High School to create a state of the art TV and video production studio. Although minor allowances were included in the contract, no owner contingency was assigned to this project.

CURRENT CONSIDERATIONS: As this project neared completion, it became apparent that additional adjustments to the original design would make the building more efficient and functional.

FINANCIAL IMPLICATIONS: As there was no owner contingency fund assigned to this project, the additional costs require a board approved change order to pay the subcontractors that performed the work. The additional cost for these adjustments is \$8,299. This change order will be funded with ROP funds.

SUPERINTENDENT’S RECOMMENDATION: It is recommended that the board approve change order number one in the amount of \$8,299 to the Balfour Beatty Construction contract to convert and modernize classroom F2 at Burroughs High School to the TV and Video Production Studio.

10. CONSTRUCTION ADMINISTRATION

10.3 Approval of Change Order Number One – Burroughs High School Career and Technical Education (CTE) Construction Wood Technology (Shop GO2) Conversion and Modernization

BACKGROUND INFORMATION: On May 21, 2012, the district contracted with Balfour Beatty Construction in the amount of \$728,500 to convert and modernize shop GO2 at Burroughs High School to create a state of the art Construction Wood Technology laboratory. Although minor allowances were included in the contract, no owner contingency was assigned to this project.

CURRENT CONSIDERATIONS: As this project neared completion, it became apparent that additional adjustments to the original design would make the building more efficient and functional.

FINANCIAL IMPLICATIONS: As there was no owner contingency fund assigned to this project, the addition costs require a board approved change order to pay the subcontractors that performed the work. The additional cost for these adjustments is \$49,227. This change order will be funded with ROP funds.

SUPERINTENDENT'S RECOMMENDATION: It is recommended that the board approve change order number one in the amount of \$49,227 to the Balfour Beatty Construction contract to convert and modernize shop GO2 at Burroughs High School to the Construction Wood Technology laboratory.

10. CONSTRUCTION ADMINISTRATION

- 10.4 Notice of Completion of Contract – Burroughs Conversion and Modernization of Classroom F2 to TV and Video Production Studio (DSA Application Number A#03-113217), awarded to Balfour Beatty Construction in the amount of \$328,700, Amended by Change Order Number One (\$8,299) to \$336,999

BACKGROUND INFORMATION: On May 21, 2012, the district contracted with Balfour Beatty Construction to convert and modernize classroom F2 to a state of the art TV and Video Production studio. This project is complete and the TV and Video Production studio sees daily use.

CURRENT CONSIDERATIONS: The final step in completion of this contractual obligation is to file a Notice of Completion for this project with the County of Kern, in accordance with *Government Code* section 6103, which declares the contract complete. Board of Education approval is required to complete this process. The Inspector of Record, Mr. Scott Hunt, and the district architect, Westberg + White concur that the conversion and modernization of classroom F2 to the TV and Video Production studio is complete and meets all City of Ridgecrest and Kern County building codes, as well as the standards established by the Division of the State Architect (DSA) and the Sierra Sands Unified School District.

FINANCIAL IMPLICATIONS: There is no cost to take this action, however, as completed, this project was provided at a total cost of \$336,999.

SUPERINTENDENT'S RECOMMENDATION: It is recommended that the board approve the Notice of Completion for the conversion and modernization of classroom F2 to the TV and Video Production studio project at Burroughs High School.

10. CONSTRUCTION ADMINISTRATION

- 10.5 Notice of Completion of Contract – Burroughs Conversion and Modernization of Shop GO3 to Construction Wood Technology Laboratory (DSA Application Number A#03-113215), awarded to Balfour Beatty Construction in the amount of \$728,500, Amended by Change Order Number One (\$49,227) to \$777,727

BACKGROUND INFORMATION: On May 21, 2012, the district contracted with Balfour Beatty Construction to convert and modernize shop GO3 to the Construction Wood Technology laboratory. This project is complete and the Construction Wood Technology laboratory sees daily use.

CURRENT CONSIDERATIONS: The final step in completion of this contractual obligation is to file a Notice of Completion for this project with the County of Kern, in accordance with *Government Code* section 6103, which declares the contract complete. Board of Education approval is required to complete this process. The Inspector of Record, Mr. Scott Hunt, and the district architect, Westberg + White concur that the conversion and modernization of shop GO3 to the Construction Wood Technology laboratory is complete and meets all City of Ridgecrest and Kern County building codes, as well as the standards established by the Division of the State Architect (DSA) and the Sierra Sands Unified School District.

FINANCIAL IMPLICATIONS: There is no cost to take this action, however, as completed, this project was provided at a total cost of \$777,727.

SUPERINTENDENT’S RECOMMENDATION: It is recommended that the board approve the Notice of Completion for the conversion and modernization of shop GO3 to the Construction Wood Technology laboratory project at Burroughs High School.

12. CONSENT CALENDAR

12.1 Approval of “A” and “B” Warrants

CURRENT CONSIDERATIONS: “A” and “B” warrants released in September 2012 are submitted for approval. “A” warrants totaled \$2,135,641.46. “B” warrants totaled \$2,489,556.91.

FINANCIAL IMPLICATIONS: Warrants were issued as stated.

SUPERINTENDENT’S RECOMMENDATION: Approve “A” and “B” warrants for September, 2012 as presented.

This list represents the "A" and "B" warrants released during the month of **SEPTEMBER 2012**
 The "A" and "B" warrant registers are available in the business office for your review.

RECOMMENDED ACTION: Approve "A" and "B" warrants as presented.

"A" WARRANTS

<u>Type of Payroll</u>	<u>Amount</u>
End of month certificated	\$1,577,710.10
End of month classified	\$506,075.91
10th of month certificated	\$11,892.18
10th of month classified	\$39,963.27
Total "A" Warrants	\$2,135,641.46

"B" WARRANTS

<u>Register Number</u>	<u>Amount</u>
Batch 24	\$388,168.00
Batch 25	Food Service
Batch 26	\$29,221.10
Batch 27	\$128,867.02
Batch 28	\$33,113.90
Batch 29	Food Service
Batch 30	\$146,606.16
Batch 31	Food Service
Batch 32	\$80,718.07
Batch 33	\$20,996.19
Batch 34	\$528.22
Batch 35	\$2,640.05
Batch 36	Food Service
Batch 37	\$231,454.56
Batch 38	\$8,860.00
Batch 39	\$201,478.00
Batch 40	October
Batch 41	\$196,661.76
Batch 42	Food Service
Batch 43	\$203,717.88
Batch 44	\$816,526.00
Total "B" Warrants	\$2,489,556.91

12. CONSENT CALENDAR

12.2 Report to the Board on Solid Waste Hauling Services

BACKGROUND INFORMATION: In accordance with Public Resource Code 40059, at the August 18, 2011 board meeting, the district utilized Resolution #4 1112 to authorize a short-term contract for solid waste services while it reevaluated the district needs and went for bid for a solid waste hauling contract. This action was precipitated by the fact that the solid waste hauling service arrangement that was in place was due to expire on September 2, 2011 and the outcome of service provision was uncertain at the time and likely to remain so by the expiration date. This necessitated a short-term contract for service while the district pursued the bid process.

CURRENT CONSIDERATIONS: The district has concluded a short-term contract with Benz Sanitation, Inc. The district has been pleased with the service provided.

FINANCIAL IMPLICATIONS: The district is in the process of evaluating its solid waste hauling service requirements and is also developing specifications so that it can publically request formal proposals for these services from all qualified providers.

SUPERINTENDENT'S RECOMMENDATION: There is no action required at this time. This item is provided for information only.

12. CONSENT CALENDAR

12.3 Approval of Recommendations for Expulsion, Expulsion Cases #1 1213, #2 1213, #3 1213, #4 1213, #5 1213, #6 1213, #7 1213, and #8 1213

BACKGROUND INFORMATION: Education code requires the board to take final action on recommendations for expulsion.

CURRENT CONSIDERATIONS: Board approval is requested for the following expulsion cases:

Expulsion Case #01 1213: As stated in a stipulated expulsion agreement, student is expelled for the remainder of the 2012-13 fall semester and the 2012-13 spring semester, suspending the spring semester allowing the student to reapply for admission under a behavior contract in January, 2013. During the period of expulsion, the student is referred to the Ridgecrest Learning Center.

Expulsion Case #02 1213: As recommended by an administrative hearing panel, student is expelled for the remainder of the 2012-13 fall semester and the 2012-13 spring semester, suspending the spring semester allowing the student to reapply for admission in January, 2013 under a behavior contract. During the period of expulsion, the student is referred to the Ridgecrest Learning Center.

Expulsion Case #03 1213: As stated in a stipulated expulsion agreement, student is expelled for the remainder of the 2012-13 fall semester and the 2012-13 spring semester, suspending the spring semester allowing the student to reapply for admission under a behavior contract in January, 2013. During the period of expulsion, the student is referred to the Ridgecrest Learning Center.

Expulsion Case #04 1213: As stated in a stipulated expulsion agreement, student is expelled for the remainder of the 2012-13 fall semester and the 2012-13 spring semester, suspending the spring semester allowing the student to reapply for admission under a behavior contract in January, 2013. During the period of expulsion, the student is referred to the Ridgecrest Learning Center.

Expulsion Case #05 1213: As stated in a stipulated expulsion agreement, student is expelled for the remainder of the 2012-13 fall semester and the 2012-13 spring semester, suspending the spring semester allowing the student to reapply for admission under a behavior contract in January, 2013. During the period of expulsion, the student is referred to the Ridgecrest Learning Center.

Expulsion Case #06 1213: As stated in a stipulated expulsion agreement, student is expelled for the remainder of the 2012-13 fall semester and the 2012-13 spring semester, suspending the spring semester allowing the student to reapply for admission under a behavior contract in January, 2013. During the period of expulsion, the student is referred to the Ridgecrest Learning Center.

Expulsion Case #07 1213: As stated in a stipulated expulsion agreement, student is expelled for the remainder of the 2012-13 fall semester and the 2012-13 spring semester, suspending the spring semester allowing the student to reapply for admission under a behavior contract in January, 2013. During the period of expulsion, the student is referred to the Ridgecrest Learning Center.

Expulsion Case #08 1213: As stated in a stipulated expulsion agreement, student is expelled for the remainder of the 2012-13 fall semester and the 2012-13 spring semester, suspending the spring semester allowing the student to reapply for admission under a behavior contract in January, 2013. During the period of expulsion, the student is referred to the Ridgecrest Learning Center.

FINANCIAL CONSIDERATIONS: None.

SUPERINTENDENT'S RECOMMENDATION: Approve the recommendation for expulsion, Expulsion Cases #1 1213, #2 1213, #3 1213, #4 1213, #5 1213 #6, 1213, #7 1213 and #8 1213 as presented.