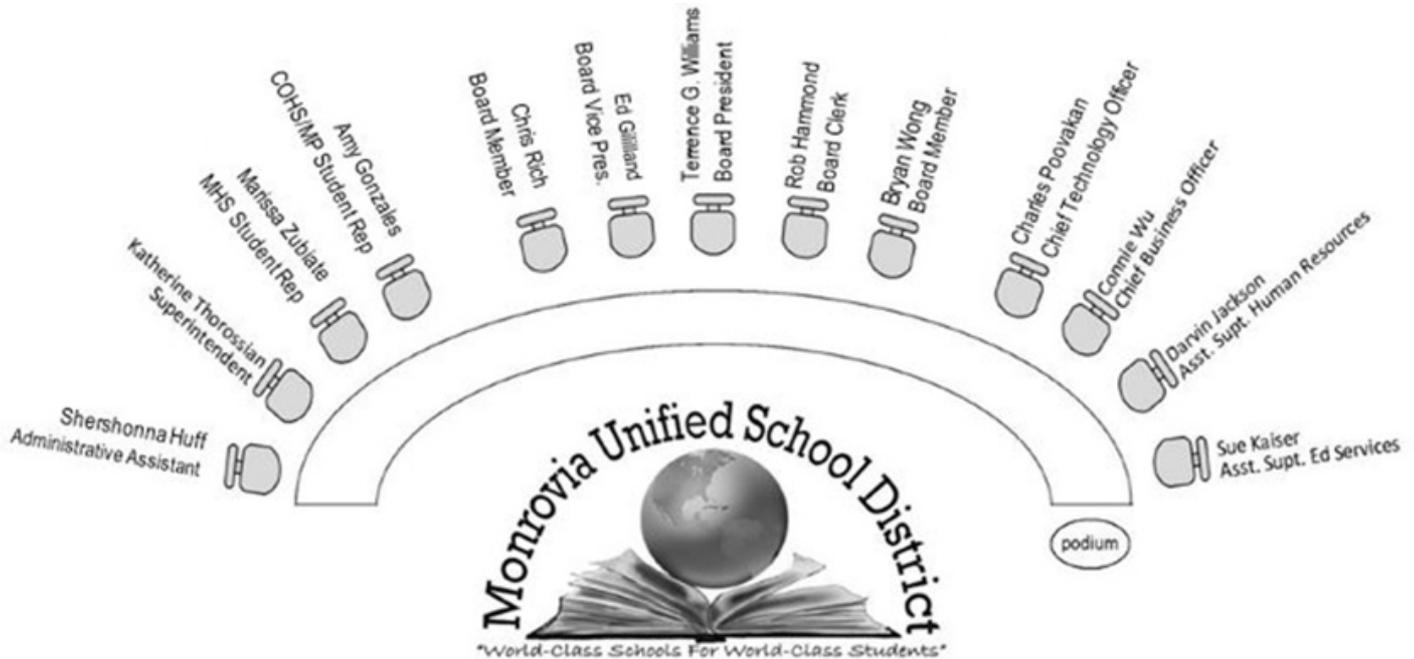




In accordance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call the Superintendent's Office (626) 471-2010, twenty-four hours prior to the meeting so that reasonable arrangements can be made. The Administration Center Board Room is wheelchair accessible.



In accordance with a recent amendment to the Ralph M. Brown Act, public records related to the public session agenda, that are distributed to the Governing Board less than 72 hours before a regular meeting, may be inspected by the public at the District Administration Office located at 325 E. Huntington Drive, Monrovia, Ca 91016, during regular business hours (8:00am to 4:00pm.)



MONROVIA UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

325 E. Huntington Drive Monrovia, California 91016

BOARD OF EDUCATION CLOSED SESSION

Wednesday, April 25, 2018

5:30 p.m. - Superintendent's Office

BOARD OF EDUCATION OPEN SESSION MEETING

Wednesday, April 25, 2018

7:00 p.m - Board Room

A. CONVENE REGULAR BOARD OF EDUCATION OPEN SESSION (5:30 p.m.)

1. Call to Order
2. Public Comments for Items on Closed Session Agenda

B. CONVENE BOARD OF EDUCATION CLOSED SESSION (5:30 p.m.)

1. Expulsion Hearing Case No. 1718-07, Student ID No. 111115779 [Ed. Code 48900 (a.1)]
2. Expulsion Hearing Case No. 1718-10, Student ID No. 111113480 (Ed Code 48900.7)
3. Expulsion Hearing Case No. 1718-12, Student ID No. 111111813 [Ed Code 48900 (a.1)]

4. Collective Bargaining Session (Government Code Section 54957.6) - for the purpose of discussing matters within the scope of representation and instructing its designated representatives for negotiations with the California School Employees Association (CSEA)

and the Monrovia Teachers' Association (MTA).

5. Public Employee Discipline/Dismissal/Release (Government Code Section 54957)

C. ADJOURN BOARD OF EDUCATION CLOSED SESSION

D. RECONVENE REGULAR BOARD OF EDUCATION OPEN SESSION (7:00 p.m.)

1. Meeting called to order by presiding chairperson, _____ at _____ pm.

2. Pledge of Allegiance led by Clifton Middle School

3. Roll Call:

Terrence G. Williams, Board President ____ Katherine Thorossian, Superintendent ____
Ed Gilliland, Board Vice-President ____ Sue Kaiser, Asst. Supt. Ed Svcs. ____
Rob Hammond, Board Clerk _____ Darvin Jackson, Asst. Supt. HR ____
Chris Rich, Board Member _____ Connie Wu, Chief Business Officer ____
Bryan J. Wong, Board Member _____ Charles Poovakan, Chief Tech. Officer ____
Amy Gonzalez, COHS/MP Student Board Rep ____

4. Report on Closed Session held this date

E. ORDER OF BUSINESS

1. Board Agenda discussion/ presentation items, which could include input from representatives of agendized matters, may be moved up on the Agenda.

2. Approve the Minutes of the Regular Board of Education Meeting of March 28, 2018.

Motion by _____, seconded by _____, Vote _____

Board Member Wong _____, Board Member Rich _____, Board Member Hammond _____

Board Member Gilliland _____, Board President Williams _____

BM Minutes - March 28, 2018

[BM Minutes - March 28.pdf](#)

F. RECOGNITIONS AND COMMUNICATIONS

1. The Board of Education would like to recognize **Oscar Eguia** for his contributions to the PTA Reflections program and assisting in the promotion of student art.

2. The Board of Education would like to congratulate the **"The Suitbots"** of Monrovia High School on competing in the **2018 FIRST Tech Challenge (FTC) Championship**.

3. The Board of Education & the Chamber of Commerce would like to congratulate the following employees on being recipients of Monrovia Unified Schools Districts **"Employee of the Month"** for the month of April:

- **Minerva Macias, Office Manager - Monroe ES**
- **Lorenia Cabello, Teacher - Monroe ES**
- **Jill Ramirez, Instructional Aide - Santa Fe CSMS**
- **Anna Hemingway, Teacher - Santa Fe CSMS**

4. The Board of Education would like to congratulate the educators being recognized at the **ACSA Region XV Spring Awards:**

- Flint Fertig, Charter Leadership Award/ Monrovia Administrator of the Year
- Dr. Sue Kaiser, Robert Gray Service Award
- Courtney Glass, Secondary Co-Administrator of the Year
- Tom McFadden, Aspiring Administrator of the Year
- Lisa Minami-Lin, Pupil Services Administrator of the Year
- Dr. Darvin Jackson, HR Administrator of the Year Nominee
- Jennifer Jackson, Middle School Administrator of the Year Nominee
- Connie Wu, Chief Business Officer (CBO) of the Year Nominee

5. Board Member Reports
6. Student Board Member Report
7. Report from the Superintendent

G. PUBLIC COMMENTS - *The Board of Education encourages public participation, and invites you to share your views on school business.*

Please complete the "Addressing the Board of Education" form and give it to the Secretary of the Board (Superintendent) or the designee, prior to the meeting. In order to accomplish Board business in a timely and efficient manner, the Public Comment session for items not on the Agenda will be limited to 30 minutes.

1. Public Comments for items not on the Agenda
 2. Public Comment for items on the Open Session Agenda.
- Comments may be made at this point, or at the time the item is considered at its place on the agenda.*

H. CONSENT AGENDA

Routine items of business placed on the consent agenda have been carefully screened by members of the staff and will be acted upon by the Board with one motion. Upon request of any person, an item on the consent agenda may be considered separately at its location on the meeting's agenda.

Consent Agenda Item(s) Pulled, if any: _____

Approval of Consent Agenda:

Motion by _____, seconded by _____, Vote _____

Board Member Wong _____, Board Member Rich _____, Board Member Hammond _____

Board Member Gilliland _____, Board President Williams _____

EDUCATIONAL SERVICES

1. 17/18-1024 - WEST SAN GABRIEL VALLEY (WSGV) SPECIAL EDUCATION LOCAL AREA PLAN (SELPA)

The Board of Education is requested to adopt the West San Gabriel Valley (WSGV) Special Education Local Area Plan (SELPA) as detailed, to provide special education programs and services for individuals with exceptional needs.

[WSGV SELPA AU Agreement 2018-2023.pdf](#)

2. 17/18-1119 - CALIFORNIA HEALTHY KIDS SURVEY (CHKS) REGIONAL CENTER MEMORANDUM OF UNDERSTANDING

The Board of Education is requested to ratify the Memorandum of Understanding for the California Healthy Kids Survey (CHKS) Regional Center as a precondition to the administration of the California Healthy Kids Survey.

[CHKS MOU 4-25-18.pdf](#)

3. 17/18-1121 - MEMORANDUM OF UNDERSTANDING WITH CITRUS COMMUNITY COLLEGE DISTRICT FOR USE OF FACILITIES AND OFFERING OF CREDIT RECOVERY COURSES IN SUMMER PROGRAM

The Board of Education is requested to approve a Memorandum of Understanding between Citrus Community College and Monrovia Unified School District for the use of facilities at Monrovia High School, reimbursement for the employment of certificated and classified staff members, and for the offering of specific credit recovery courses during the summer of 2018.

[Citrus College MOU - Summer 2018.pdf](#)

4. 17/18-1123 - EXTENDED FIELD TRIP

The Board of Education is requested to approve an extended field trip for Clifton's band to participate in the Southern California School Band & Orchestra Festival in Chula Vista California on May 4-5, 2018.

[Extended Field Trip - Clifton Band 4-25-18.pdf](#)

5. 17/18-1125 - INDIVIDUAL SERVICE AGREEMENTS

The Board of Education is requested to ratify the Individual Service Agreements for Basic Education Services, Individual Counseling, Counseling and Guidance, and Speech and Language Services, provided by Canyon View School and Justine Sherman and Associates, as detailed in ISA 17-18 Report.

[Individual Service Agreements -04252018.pdf](#)

6. 17/18-1126 - AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING BETWEEN AZUSA UNIFIED SCHOOL DISTRICT AND MONROVIA UNIFIED SCHOOL DISTRICT

The Board of Education is requested to approve an Amendment to the Memorandum of Understanding (MOU) between the Azusa Unified School District and the Monrovia Unified School District to the duration of the agreement for the California Career Technical Education Incentive Grant (CTEIG).

[Azusa CTEIG MOU Amendmt 4-25-18.pdf](#)

BUSINESS SERVICES

7. 17/18-2096 - PURCHASE ORDERS AND PAYMENT OF BILLS

The Board of Education is requested to ratify purchase orders in the amount of \$752,937.51 issued March 12, 2018, through April 9, 2018, and payments in the amount of \$6,163,134.39 issued March 15, 2018 through April 9, 2018.

[17/18-2096 - Purchase Order Rpt 4-25-18.pdf](#)

8. 17/18-2097- DISTRICT CASH RECEIPTS

The Board of Education is requested to receive District cash receipts; Deposit Report No. 39 through No. 40 deposited March 29, 2018, through April 9, 2018, for a total amount of \$369,705.19.

[17/18-2097 - Deposit Rpt # 39- 042518.pdf](#)

9. 17/18-2098 - BUDGETARY TRANSFERS AND REVISIONS

The Board of Education is requested to approve the budgetary adjustments as submitted.

[17/18-2098 -Budgetary Transfers -4-25-18.pdf](#)

10. 17/18-2099 - ACCEPTANCE OF GIFTS

The Board of Education is requested to accept the gifts as described in Acceptance of Gifts Report No. 1718-14.

[Acceptance of Gifts #1718-14 04-25-18.pdf](#)

11. 17/18-2100 - CUMULATIVE OBJECT SUMMARY REPORTS

The Board of Education is requested to receive the final District Cumulative Object Summary report for the month of March.

[17/18-2100 -Cumulative Object Summary Object Rpt - March 2018 4-25-18.pdf](#)

HUMAN RESOURCES

12. 17/18-3060 – CONFERENCE/ IN-SERVICE ATTENDANCE AND TRAVEL

The Monrovia Unified School District Board of education is requested to approve Travel and Conference Report # 15.

[Travel & Conference - 042518.pdf](#)

13. 17/18-3061 - PERSONNEL ASSIGNMENTS

The Monrovia Unified School District Board of Education is requested to approve Personnel Assignments Report #15.

[Personnel Report #15 - 042518.pdf](#)

14. 17/18-3062 - QUARTERLY UNIFORM COMPLAINT

The Board of Education is requested to receive a quarterly Williams Uniform Complaint report.

[3rd Qtr. Uniform Complaint - 042518.pdf](#)

I. ACTION ITEMS (Non-Consent)

EDUCATIONAL SERVICES – Sue Kaiser, Ed.D, Asst. Superintendent – Ed. Services

1. 17/18-1124 - PUBLIC REVIEW OF RECOMMENDED MATH TEXTBOOKS

The Board of Education is requested to accept for public review prior to adoption the following Math textbooks for grades 6-8: MathLinks, by the Center for Mathematics and Teaching, Inc.

Motion by _____, seconded by _____, Vote _____

Board Member Wong _____, Board Member Rich _____, Board Member Hammond _____

Board Member Gilliland _____, Board President Williams _____

BUSINESS SERVICES - Connie Wu, Chief Business Officer (CBO)

2. 17/18-2101 - PROFESSIONAL SERVICE WITH ALLIANCE OF SCHOOLS FOR COOPERATIVE INSURANCE PROGRAMS (ASCIP) FOR PROPERTY, LIABILITY AND WORKERS' COMPENSATION PROGRAM

The Board of Education is requested to approve the selection of Professional Service with Alliance of Schools For Cooperative Insurance Programs (ASCIP) for the District's Property, Liability and Workers' Compensation Program starting 2018-19 school year subject to mutually agreed upon and legal counsel approved agreement.

Motion by _____, seconded by _____, Vote _____

Board Member Wong _____, Board Member Rich _____, Board Member Hammond _____

Board Member Gilliland _____, Board President Williams _____

HUMAN RESOURCES – Darvin Jackson, Asst. Superintendent of Human Resources

3. 17/18-3063 – RESOLUTION RECOGNIZING APRIL 23-27, 2018, AS “ADMINISTRATIVE PROFESSIONALS WEEK,” AND APRIL 25, 2018, AS “ADMINISTRATIVE PROFESSIONALS DAY”

The Board of Education is requested to adopt Resolution No. 1718-13, recognizing April 23-27, 2018, as "Administrative Professionals Week" and Wednesday, April 25, 2018, as "Administrative Professionals Day."

Motion by _____, seconded by _____, Vote _____
Board Member Wong _____, Board Member Rich _____, Board Member Hammond _____
Board Member Gilliland _____, Board President Williams _____
[04252018ResolutionAdminProRecognition.pdf](#)

4. 17/18-3064 RESOLUTION IN HONOR OF MONROVIA "STAFF APPRECIATION DAY", "DAY OF THE TEACHER," AND "CLASSIFIED SCHOOL EMPLOYEE WEEK"

The Board of Education is requested to adopt a Resolution declaring May 9, 2018, as Monrovia Unified School District "Staff Appreciation Day"; May 8, 2018, as "National Day of the Teacher"; and declaring the week of May 21–25, 2018, as "Classified School Employee Week" to express gratitude and appreciation to employees for their service to Monrovia Unified School District and the youth of the community.

Motion by _____, seconded by _____, Vote _____
Board Member Wong _____, Board Member Rich _____, Board Member Hammond _____
Board Member Gilliland _____, Board President Williams _____
[04252018ResolutionClassifiedandTeacher.pdf](#)

5. 17/18-3065 - RESOLUTION IN HONOR OF "SCHOOL HEALTH SERVICES APPRECIATION WEEK" AND "NATIONAL SCHOOL NURSE DAY"

The Board of Education is requested to adopt a Resolution declaring May 7-11, 2018, as "School Health Services Appreciation Week" and that May 09, 2018, is recognized as "National School Nurse Day"; to recognize and honor the contribution of school nurses and health clerks to quality education in the State of California and the Monrovia Unified School District.

Motion by _____, seconded by _____, Vote _____
Board Member Wong _____, Board Member Rich _____, Board Member Hammond _____
Board Member Gilliland _____, Board President Williams _____
[04262018School Nurse Day Resolution.pdf](#)

BOARD BUSINESS – Katherine Thorossian, Ed.D. - Superintendent of Schools

6. 17/18-5057 – CONSIDER EXPULSION CASE NO. 1718-07, STUDENT I.D. No.111115779 [Ed. Code 48900 (a.1)]

The Board of Education will consider Expulsion Case No. 1718-07 , Student I.D. No. 111115779 [Ed. Code 48900 (a.1)]

Motion by _____, seconded by _____ Vote _____
Board Member Wong _____, Board Member Rich _____, Board Member Hammond _____
Board Member Gilliland _____, Board President Williams _____

7. 17/18-5058 – CONSIDER EXPULSION CASE NO. 1718-10, Student I.D. No.111113480 (Ed Code 48900.7)

The Board of Education will consider Expulsion Case No. 1718-10, Student I.D. No. 111113480 (Ed Code 48900.7)

Motion by _____, seconded by _____ Vote _____
Board Member Wong _____, Board Member Rich _____, Board Member Hammond _____
Board Member Gilliland _____, Board President Williams _____

8. 17/18-5059 – CONSIDER EXPULSION CASE NO. 1718-12, Student I.D. No.111111813 [Ed Code 48900 (a.1)]

The Board of Education will consider Expulsion Case No. 1718-12, Student I.D. No. 111111813 [Ed Code 48900 (a.1)]

Motion by _____, seconded by _____ Vote _____
Board Member Wong _____, Board Member Rich _____, Board Member Hammond _____
Board Member Gilliland _____, Board President Williams _____

9. 17/18-5060 - RESOLUTION ORDERING REGULAR BIENNIAL GOVERNING BOARD MEMBER ELECTION

The Board of Education is requested to adopt Resolution No. 1718-11 "Ordering a Regular Biennial Governing Board Member Election" on Tuesday, November 6, 2018.

Motion by _____, seconded by _____, Vote _____

Board Member Wong _____, Board Member Rich _____, Board Member Hammond _____

Board Member Gilliland _____, Board President Williams _____

[Resolution Ordering Governing Board Member Election 2018.pdf](#)

10. 17/18-5061 – RECOMMENDATION REGARDING DUAL IMMERSION PROGRAM - MONROE ELEMENTARY SCHOOL

The Board of Education will receive the latest updates regarding the Dual Immersion program at Monroe Elementary School and is requested to approve the recommendation of the District.

Motion by _____, seconded by _____, Vote _____

Board Member Wong _____, Board Member Rich _____, Board Member Hammond _____

Board Member Gilliland _____, Board President Williams _____

11. 17/18-5062- PENDING BOARD ISSUES

The Board of Education will receive status information on identified tasks and review issues of interest for future attention.

[Pending Board Issues - 042518.pdf](#)

J. OLD BUSINESS

Next Regular Board Meetings:

- Wednesday, May 9, 2018; 7:00 p.m. - Regular Board of Education Meeting
- Thursday, May 17, 2018; 4:00 p.m. - Jt. PC/ Board of Education Meeting
- Wednesday, May 23, 2018; 7:00 p.m. - Regular Board of Education Meeting

K. NEW BUSINESS

- Santa Fe CSMS Spring Concert – April 26, 2018 @ 5:30 p.m.
- Citrus College Promise Launch & Signing Ceremony – April 27, 2018
- ACSA Spring Awards Banquet – April 30, 2018
- Superstars of Music Showcase - May 10, 2018
- SELPA Prom @ MHS – May 11, 2018 @ 11 am
- Monrovia Days Parade & Festival – May 18th-20th, 2018 @ Library Park

Open Houses

- Open House @ Bradoaks ES - May 8, 2018 @ 6 pm
- Open House @ Santa Fe CSMS - May 24, 2018 @ 6 pm

L. ADJOURN REGULAR BOARD OF EDUCATION OPEN SESSION MEETING



**MONROVIA UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
District Office Administration Center
325 E. Huntington Drive
Monrovia, California 91016**

**BOARD OF EDUCATION STUDY SESSION
Wednesday, March 28, 2018
5:00 p.m. – Board Room**

**REGULAR BOARD OF EDUCATION CLOSED SESSION
Wednesday, March 28, 2018
5:45 p.m. – Superintendent’s Office**

**BOARD OF EDUCATION OPEN SESSION MEETING
Wednesday, March 28, 2018
7:00p.m. – Board Room**

ADOPTED MINUTES

A. CONVENED BOARD OF EDUCATION STUDY SESSION at 5:00 p.m.

1. MOT Update Continued - Bus Leasing, Districtwide Facility Needs

B. ADJOURNED BOARD OF EDUCATION STUDY SESSION at 6:00 p.m.

C. CONVENED REGULAR BOARD OF EDUCATION OPEN SESSION at 6:00 p.m.

1. Meeting was called to Order at 6:00 p.m.
2. Public Comments for Items on Closed Session Agenda
There were none.

D. CONVENED BOARD OF EDUCATION CLOSED SESSION at 6:02 p.m.

1. Expulsion Hearing Case No.1718-11, Student ID #222200465 (Education Code 48900.4)
2. Collective Bargaining Session (Government Code Section 54957.6) - for the purpose of discussing matters within the scope of representation and instructing its designated representatives for negotiations with the California School Employees Association (CSEA) and the Monrovia Teachers' Association (MTA).
3. Public Employee Discipline/Dismissal/Release (Government Code Section 54957)

E. ADJOURNED BOARD OF EDUCATION CLOSED SESSION at 6:58 p.m.

F. RECONVENED BOARD OF EDUCATION OPEN SESSION MEETING

1. Meeting called to order by Board President Williams at 7:05 p.m.
2. Pledge of Allegiance was led by Santa Fe Middle School

3. Roll Call:

Terrence Williams, President	Present	Katherine Thorossian, Superintendent	Present
Ed Gililland, Vice President	Present	Sue Kaiser, Asst. Supt., Ed. Services	Present
Rob Hammond, Clerk	Present	Darvin Jackson, Asst. Supt., HR	Present
Chris Rich, Member	Present	Connie Wu, Chief Business Officer	Present

Bryan Wong, Member
Marissa Zubiata, Student Board Member Present

Present Charles Poovakan, CTO

Present

4. Report on Closed Session held this date
There was no action taken.

G. ORDER OF BUSINESS

1. Board Agenda discussion/ presentation items, which could include input from representatives of agendized matters, may be moved up on the Agenda. **Agenda Items L,4, L,10, L.11 & L.12 were pulled from the agenda.**
2. Approve the Minutes of the Regular Board of Education Meeting of March 14, 2018. Motion by Board Member Hammond, Seconded by Board Member Rich, Vote 5-0
Board Member Wong - Y, Board Member Rich – Y, Board Member Hammond – Y,
Board Member Gilliland – Y, Board President Williams – Y
Board Meeting Minutes - March 14, 2018
[BM Minutes 031418.pdf](#)

H. RECOGNITIONS AND COMMUNICATIONS

1. The Board of Education congratulated the following students who participated in the **Elementary Math Bee** that took place on March 14, 2018:

BradoaksES: Lilian Homyak, Haig Kegham, Eric Traeger, Asiya Walker
MayflowerES: Yi Gao, Elan Griffin, Elia Lin, Gabriel Pena
MonroeES: Cosette Menard, Oscar Montalvo, Julie Shin, Sophia Sketeris
PlymouthES: Aiden Arias, Ariel Chang, Maddie Maljian, Sophia Zerpa
WildRoseES: Quori Bradley-Alford, Jayden Gucayane, Morgan Henri, Terrance Lee

2. The Board of Education congratulated those students who participated in the **District PTA Reflections** competition in the various categories:

Dance: Katherine Regencia, Clifton Middle School

Literature: Anais Montes, Clifton Middle School

Photography: Ella Andrews, Monroe Elementary School
Meredith Dickinson, Clifton Middle School
Haleigh Phillips, Monrovia High School

Visual Arts: Esther Kurisu, Bradoaks Elementary School
Marissa Mendez, Plymouth Elementary School
Bryant Alvarez, Monrovia High School
Viviana Arellano, Monrovia High School

3. The Board of Education congratulated **Gabriel Acevedo, Giovanni Aragon, and Gage Nicely**, on winning the **Rio Hondo League Championship in Wrestling.**
4. The Board of Education congratulated Monrovia High School student **Ishika Muchhal**, on representing the District in the **ACSA Region XV Oratorical Championship.**

5. Board Member Reports

- Board member Wong spoke on the upcoming trip to China being taken by members of the Board and administrators to talk to different schools and the Department of Education there. Board member Wong explained the purpose of this trip being to develop sister schools and partnerships. Board member Wong highlighted the cultural awareness that our students receive from interacting with students from other cultures and countries.
- Board President Williams spoke about Board member Hammond's "I Ride for You" campaign in which he is venturing on a cross country bike ride to raise money in support of educational opportunities and the Monrovia PTA and encouraged others to contribute to this effort.

6. Student Board Member Report

7. Report from the Superintendent

- Dr. Thorossian spoke on the MHS Suitbots upcoming trip to Houston, TX, to compete in the First Tech Challenge Championships
- Dr. Thorossian shared about the District's intent to submit two (2) proposals, MUSD's Early College and Extended Learning (Village) Program, to the California School Boards Association Conference committee, in hopes of presenting at the Annual Education conference in November.
- Dr. Thorossian invited Principal Kirk McGinnis to introduce the new MHS Football coach, Christian Williams, to the Board and community.

I. **PUBLIC COMMENTS - *The Board of Education encourages public participation, and invites you to share your views on school business.***

Please complete the "Addressing the Board of Education" form and give it to the Secretary of the Board (Superintendent) or the designee, prior to the meeting. In order to accomplish Board business in a timely and efficient manner, the Public Comment session for items not on the Agenda will be limited to 30 minutes.

1. Public Comments for items not on the Agenda

- Dave Hart invited the Board and community to Santa Fe CSMS Spring Concert on April 26, 2018.
- Julie Guevara addressed the Board on behalf of herself and other parents of the afterschool program Options for Learning located at Plymouth ES. Ms. Guevara expressed her displeasure regarding the programs lease not being renewed, and presented a petition signed by other parents requesting to keep the site open.
- Parents of Bradoaks ES addressed the Board to discuss their displeasure with the lack of permanent school site counselors at the elementary level, class size, and offered suggestions for LCAP funds. Parent speakers included: Brooke Dodd, Amber Mitchell, Cindy O'Reilly, Susanna Guirre & Hillary Alon.
- Selene Lockerbie, parent of a student at Monroe ES, addressed the Board to discuss her displeasure with class size at Monroe ES, in regards to the dual immersion program, especially in grades 4 and 5, when the curriculum becomes more rigorous, and offered suggestions on how to address this issue.
- Manal Sansour addressed the Board regarding class size, technology concerns, and campus safety at Bradoaks ES.

2. Public Comment for items on the Open Session Agenda.

Comments may be made at this point, or at the time the item is considered at its place on the agenda.

There were none.

J. INFORMATIONAL REPORTS AND PRESENTATIONS

1. SPECIAL EDUCATION PROGRAM UPDATE. (*Kitty Louie, Director of Special Education*). The Board of Education received an informational report regarding student achievement in the Special Education program.

K. CONSENT AGENDA

Routine items of business placed on the consent agenda have been carefully screened by members of the staff and will be acted upon by the Board with one motion. Upon request of any person, an item on the consent agenda may be considered separately at its location on the meeting's agenda.

Consent Agenda Item(s) Pulled, if any: **There were none.**

Approval of Consent Agenda:

Motion by Board Member Hammond, Seconded by Board Member Wong, Vote 5-0
Board Member Wong - Y, Board Member Rich – Y, Board Member Hammond – Y,
Board Member Gilliland – Y, Board President Williams – Y

EDUCATIONAL SERVICES

1. 17/18-1114 - INDIVIDUAL SERVICE AGREEMENTS

The Board of Education is requested to ratify the Individual Service Agreements for Basic Education Services, Individual Counseling, Counseling and Guidance, and Speech and Language Services, provided by Canyon View School and Justine Sherman and Associates, as detailed in ISA 17-18 Report #11.

[03282018 SPEDBoard Agenda Items ISA.pdf](#)

2. 17/18-1115 -SETTLEMENT AGREEMENT AND GENERAL RELEASE

The Board of Education is requested to ratify a Settlement Agreement and General Release in regards to OAH Case No. 2017100390 and OAH case No. 2017100808, concurrent with the signing of the Settlement Agreement and General Release.

3. 17/18-1117 - EXTENDED FIELD TRIP

The Board of Education is requested to approve an extended field trip for the Monrovia High School Robotics Team Suitbots to compete in the FTC World championship April 17-22, 2018 in Houston, Texas.

[Extended Field Trip - MHS Robotics Houston 3-28-18.pdf](#)

BUSINESS SERVICES

4. 17/18-2064 - CUMULATIVE OBJECT SUMMARY REPORTS

The Board of Education is requested to receive the final District Cumulative Object Summary report for the month of February.

[BA Item 2064\(a\) Cumulative Object Summary Rpt- February 2018 3-28-18.pdf](#)

5. 17/18-2090 - AGREEMENT FOR TRANSPORTATION SERVICES

The Board of Education is requested to approve an agreement with AMDL Reliable Transportation for school pupil activity and special trip transportation for the 2017-18 school year.

[BA Item 2090\(b\) AMDL Reliable Transportation 3-28-18.pdf](#)

6. 17/18-2092 - PURCHASE ORDERS AND PAYMENT OF BILLS

The Board of Education is requested to ratify purchase orders in the amount of \$452,935.90 issued February 26, 2018 through March 12, 2018 and payments in the amount of \$5,570,625.20 issued March 1, 2018 through March 14, 2018.

[BA Item 2092 Purchase Order Rpt 3-28-18.pdf](#)

7. 17/18-2093- DISTRICT CASH RECEIPTS

The Board of Education is requested to receive District cash receipts; Deposit Report No. 37 through No. 38 deposited March 9, 2018 through March 16, 2018 for a total amount of \$387,790.22.

[BA Item 2093 Deposit Rpt #37 - 3-28-18.pdf](#)

8. 17/18-2094 - BUDGETARY TRANSFERS AND REVISIONS

The Board of Education is requested to approve the budgetary adjustments as submitted.

[BA Item 2094\(b\) Budgetary Transfers 3-28-18.pdf](#)

9. 17/18-2095 - ACCEPTANCE OF GIFTS

The Board of Education is requested to accept the gifts as described in Acceptance of Gifts Report No. 1718-13.

[Acceptance of Gifts #1718-13 03-28-18.pdf](#)

HUMAN RESOURCES

10. 17/18-3055 – CONFERENCE/ IN-SERVICE ATTENDANCE AND TRAVEL

The Monrovia Unified School District Board of education is requested to approve Travel and Conference Report # 14.

[03282018TravelConference.pdf](#)

11. 17/18-3056 - PERSONNEL ASSIGNMENTS

The Monrovia Unified School District Board of Education is requested to approve Personnel Assignments Report #14.

[2018-03-28 Personnel Report 14.pdf](#)

12. 17/18-3057 - STUDENT TEACHING AFFILIATION AGREEMENT BETWEEN MONROVIA UNIFIED SCHOOL DISTRICT AND GRAND CANYON UNIVERSITY

The Board of Education is requested to approve a School Affiliation Agreement with Grand Canyon University.

[Monrovia USD and Grand Canyon University Affiliation Agreement.pdf](#)

13. 17/18-3058 - CERTIFICATION OF 2017-2018 TEMPORARY ATHLETIC TEAM COACHES

The Board of Education is requested to certify that the Monrovia Unified School District has met all of the provisions set forth in Title 5, Section 5593, regarding the selection and use of temporary athletic team coaches for 2017-2018 as required in Title 5, Section 5594.

14. 17/18 - 3059 DECLARATION OF INDEFINITE WAGES AND FRINGE BENEFITS

The Board of Education is requested to declare that wages and fringe benefits for all certificated, classified, supervisory/confidential and management employees, will be indefinite for the 2018-2019 fiscal year. These benefits are effective July 1, 2018, and may be increased and/or decreased pending the resolution of uncertain financial, legislative, negotiations, budgeting and other factors.

L. ACTION ITEMS (Non-Consent)

EDUCATIONAL SERVICES – Sue Kaiser, Ed.D, Asst. Superintendent – Ed. Services

1. 17/18-1109 - SOFTWARE SERVICES AGREEMENT BETWEEN KICKUP AND MONROVIA UNIFIED SCHOOL DISTRICT

The Board of Education is requested to approve a Software Services Agreement between

KickUp and the Monrovia Unified School District to measure the impact of professional learning from March 29, 2018 through June 30, 2018.

Motion by Board Member Rich, Seconded by Board Member Gililand, Vote 5-0
Board Member Wong - Y, Board Member Rich – Y, Board Member Hammond – Y,
Board Member Gilliland – Y, Board President Williams – Y

[Kick-Up SAAS Agreement 3-28-18.pdf](#)

2. 17/18-1116 - LOS ANGELES COUNTY OFFICE OF EDUCATION CONTRACT FOR THE TEACHING ENGLISH LEARNERS THROUGH THE ARTS PROJECT

The Board of Education is requested to ratify a contract with the Los Angeles County Office of Education (LACOE) for the Teaching English Learners Through the Arts (TELA) Project from January 9, 2018 through June 30, 2018.

Motion by Board Member Hammond, Seconded by Board Member Rich, Vote 5-0
Board Member Wong - Y, Board Member Rich – Y, Board Member Hammond – Y,
Board Member Gilliland – Y, Board President Williams – Y

[LACOE - TELA Contract 3-28-18.pdf](#)

3. 17/18-1118 - ON-DEMAND ELECTRONIC CORE AND SUPPLEMENTAL SUBSCRIPTION AGREEMENT WITH HAZELDEN PUBLISHING

The Board of Education is requested to approve an On-Demand Electronic Core and Supplemental Subscription Agreement with Hazelden Publishing for online materials associated with the implementation of the Olweus Bullying Prevention Program.

Motion by Board Member Hammond, Seconded by Board Member Wong, Vote 5-0
Board Member Wong - Y, Board Member Rich – Y, Board Member Hammond – Y,
Board Member Gilliland – Y, Board President Williams – Y

[OLWEUS eSub Agreement 3-25-18.pdf](#)

BOARD BUSINESS – Katherine Thorossian, Ed.D. - Superintendent of Schools

5. 17/18-5046 – CONSIDER EXPULSION CASE NO. 1718-11, Student I.D. No. 222200465 (Education Code 48900.4).

The Board of Education will consider Expulsion Case No. 1718-11, Student I.D. No. 222200465 (Education Code 48900.4).

Motion by Board Member Hammond that be held to an enforcement of an order of expulsion for a period of not more than one calendar year. This period commences on the 28th day of March, 2018, and ends on the 28th day of March, 2019. This expulsion is based on the findings of fact that the student violated the following provisions of the Education Code 48900.4, “intentionally harassed, threatened or intimidated, creating a hostile educational environment,” Seconded by Board Member Wong

Board Member Wong - Y, Board Member Rich – Y, Board Member Hammond – Y, Vote 4-0
Board Member Gilliland - Abs, Board President Williams – Y

6. 17/18-5047 – BOARD POLICY 9100, ORGANIZATION

The Board of Education is requested to receive for first reading Board Policy 9100, Organization, as recommended by the California School Board Association.

Motion by Board Member Gililand, to approve the minutes as amended, Seconded by Board Member Rich, Vote 5-0

Board Member Wong - Y, Board Member Rich – Y, Board Member Hammond – Y,
Board Member Gilliland – Y, Board President Williams – Y

[9100 BB ORGANIZATION - 032818.pdf](#)

7. 17/18-5048 – BOARD POLICY 9110, TERMS OF OFFICE

The Board of Education is requested to receive for first reading Board Policy 9110, Terms of Office, as recommended by the California School Board Association.

Motion by Board Member Hammond, Seconded by Board Member Rich, Vote 5-0
Board Member Wong - Y, Board Member Rich – Y, Board Member Hammond – Y,
Board Member Gilliland – Y, Board President Williams – Y

[9110 BB TERMS OF OFFICE - 032818.pdf](#)

8. 17/18-5049 – BOARD POLICY 9121, *PRESIDENT*

The Board of Education is requested to receive for first reading Board Policy 9121, President, as recommended by the California School Board Association.

Motion by Board Member Gililand to approve the minutes as amended, Seconded by Board Member Wong, Vote 5-0

Board Member Wong - Y, Board Member Rich – Y, Board Member Hammond – Y,
Board Member Gilliland – Y, Board President Williams – Y

[9121 BB PRESIDENT - 032818.pdf](#)

9. 17/18-5050 – ASSEMBLY BILL 3096 – STREAMLINE SCHOOL DISTRICT REPORTING REQUIREMENTS

The Board of Education is requested to consider supporting Assemblywoman Blanca Rubio's bill, AB 3096, to streamline duplicative reporting requirements and improve the alignment and access to data available on the California School Dashboard.

Motion by Board Member Wong, Seconded by Board Member Gililand, Vote 3-2
Board Member Wong - Y, Board Member Rich – N, Board Member Hammond – N,
Board Member Gilliland – Y, Board President Williams – Y

[Rubio Fact Sheet SARC Bill.pdf](#)

13. 17/18-5054 – 2018-2019 PROPOSED BOARD MEETING SCHEDULE

The Board of Education is requested to review and approve the schedule of the Regular Board of Education meetings for the 2018-2019 school year.

Motion by Board Member Hammond to approve the Board Meeting schedule, and to commence phone blasts to Monrovia parents advertising the bi-weekly Board meeting, Seconded by Board Member Gililand, Vote 5-0

Board Member Wong - Y, Board Member Rich – Y, Board Member Hammond – Y,
Board Member Gilliland – Y, Board President Williams – Y

[Proposed Board Meeting Schedule - 2018-19.pdf](#)

14. 17/18-5055 - RESOLUTION NO. 1718-10 "IN REMEMBRANCE OF THOSE LOST TO GENOCIDE AND MAN'S INHUMANITY TO MAN"

The Board of Education is requested to adopt resolution No. 1718-10 "In Remembrance of the Armenian Genocide and Man's Inhumanity to Man."

Motion by Board Member Gililand, Seconded by Board Member Hammond, Vote 5-0
Board Member Wong - Y, Board Member Rich – Y, Board Member Hammond – Y,
Board Member Gilliland – Y, Board President Williams – Y

[Resolution "Those Lost to Genocide & Man's Inhumanity to Man" 2018.pdf](#)

15. 17/18-5056- PENDING BOARD ISSUES

The Board of Education will receive status information on identified tasks and review issues of interest for future attention.

[Pending Board Issues - 032818.pdf](#)

M. OLD BUSINESS

Next Regular Board Meetings:

- Monday, April 23, 2018; 5:00 p.m. - Jt. Board of Education/City of Monrovia Meeting
- Wednesday, April 25, 2018; 7:00 p.m. - Regular Board of Education Meeting
- Wednesday, May 9, 2018; 7:00 p.m. - Regular Board of Education Meeting
- Thursday, May 17, 2018; 4:00 p.m. - Jt. PC/ Board of Education Meeting
- Wednesday, May 23, 2018; 7:00 p.m. - Regular Board of Education Meeting

N. NEW BUSINESS

- MEO Games @ Monrovia High School - **March 29, 2018**
- Cesar Chavez Day (ALL SITES CLOSED) - **March 30, 2018**
- Spring Break (ALL SITES CLOSED) - **April 2-6, 2018**
- Chamber Mixer - **April 18, 2018**
- Superstars of Music Showcase - **May 10, 2018**

Open Houses

- Open House @ CELC – **March 29, 2018 @ 6pm**
- Open House @ Bradoaks ES - **May 8, 2018 @ 6pm**
- Open House @ Santa Fe CSMS - **May 24, 2018 @ 6pm**

O. Board President Williams adjourned the REGULAR BOARD OF EDUCATION OPEN SESSION MEETING in honor of Larry Morrison, uncle of Board member Rich's wife Caprice Rich, at 10:00 p.m.



Katherine Thorossian, Superintendent & Secretary of the Board



Rob Hammond, Board Clerk

Agenda Item Details

Meeting Date: 2018-04-25 19:00:00

AGENDA ITEM TITLE:

1. 17/18-1024 - WEST SAN GABRIEL VALLEY (WSGV) SPECIAL EDUCATION LOCAL AREA PLAN (SELPA)

RECOMMENDATION

The Board of Education is requested to adopt the West San Gabriel Valley (WSGV) Special Education Local Area Plan (SELPA) as detailed, to provide special education programs and services for individuals with exceptional needs.

Rationale:

Education Code Section 56195.7 requires school districts electing to join together to form a SELPA to provide special education programs and services for individuals with exceptional needs to enter into written agreements.

Background:

The West San Gabriel Valley SELPA will provide services and instruction appropriate to meet the needs as specified in the individualized education program to all individuals with exceptional needs who reside within the Local Plan Area, and to those eligible individuals who are residents of other SELPA's who may be in need of services, and who in accordance with the provisions of the annual budget plan of the cooperating Local Plan area attend programs in this region.

Budget Implication (\$ Amount):

No additional cost to the District.

Legal References:

Section 504 of Public Law 93-12; Education Code Section 56195.7 and 56200; Individuals with Disabilities Education Act; 20 United States Code 1400, 794, 705 (20), 794-794b; 34 Code of Federal Regulations, Parts 300 and 303; 20 United State Code 794, 705 (20), 794-794b; and the Federal Rehabilitation Act of 1973, as amended; the provisions of the California Code, Part 30; and Chapter 3, Division 1 of Title V of the California Code of Regulations

Additional Information:

A copy of the Local Plan area agreement is attached.

ATTACHMENTS

- [WSGV SELPA AU Agreement 2018-2023.pdf](#)

AGREEMENT BETWEEN MONROVIA UNIFIED SCHOOL DISTRICT
FOR OPERATION OF THE ADMINISTRATIVE UNIT AND SERVICES FOR THE WEST
SAN GABRIEL VALLEY SPECIAL EDUCATION LOCAL PLAN AREA

THIS AGREEMENT ("Agreement") is entered into pursuant to the provisions of Part 30 of the Education Code of the State of California (commencing with Section 56000 et seq.), concerning the statewide operation of the Master Plan for Special Education, and in accordance with the provisions of Public Law 108-446, the Individuals with Disabilities Education Act (IDEA), and Section 504 of Public Law 93-112, as amended, and state and federal regulations relating thereto. This Agreement is made by and between the Alhambra Unified School District, Arcadia Unified School District, Duarte Unified School District, El Monte City School District, El Monte Union High School District, Garvey School District, Monrovia Unified School District, Mountain View School District, Rosemead School District, San Gabriel Unified School District, San Marino Unified School District, South Pasadena Unified School District, Temple City Unified School District and Valle Lindo School District ("Districts"). Each district governing board has stated its intent to participate in the Local Plan, has approved this Agreement in accordance with Education Code Section 56195.7, and has authorized the execution of this Agreement by an authorized agent.

WHEREAS, Education Code Section 56195.7 requires school districts electing to join together to form a Special Education Local Plan Area to provide special education programs and services for individuals with exceptional needs to enter into written agreements;

WHEREAS, each participating public education agency governing board has approved the Local Plan ("Local Plan"); and

WHEREAS, this Agreement is written in furtherance of, and in accordance with, the Local Plan;

NOW THEREFORE, the aforesaid parties do hereby agree as follows:

1. PERIOD OF AGREEMENT

This Agreement is effective for five years including the period beginning July 1, 2018 and ending June 30, 2023. The Agreement will continue each fiscal year throughout this period unless the Alhambra Unified School District (AU) delivers written notice to the Superintendents' Council of its intent to not continue serving as the AU for the following fiscal year. Such notice shall be given at least one year in advance as follows:

<u>Notice Given No Late Than</u>	<u>Effective</u>
June 30, 2018	July 1, 2019
June 30, 2019	July 1, 2020
June 30, 2020	July 1, 2021
June 30, 2021	July 1, 2022

The Agreement may be amended by written consent of the Districts. The Agreement may be amended, if required, to reflect any changes in law applicable to special education programs operated hereunder, changes in financial arrangements, program funding, and other such items.

2. PURPOSE OF AGREEMENT

This Agreement governs the maintenance of a system for delivery of specified services to individuals with exceptional needs who reside within the geographical boundaries of the West San Gabriel Valley Special Education Local Plan Area ("SELPA") as specified in the Local Plan, and in accordance with the requirements of Education Code Section 56000 et seq.

Section I of the Local Plan Designates the Los Angeles County Office of Education as the Administrative Unit for the SELPA. The purpose of this Agreement is to designate the Alhambra Unified School District as the Administrative Unit for the purposes of receipt and distribution of special education funds, and providing administrative support to the SELPA Office. Effective July 1, 2018, the Alhambra Unified School District, will continue to provide all responsibilities required of the Administrative Unit in the Local Plan. Each local governing board shall pass a resolution designating the Alhambra Unified School District as the Administrative Unit. This resolution shall be reaffirmed annually during the term of this agreement.

3. DEFINITIONS

For the purposes of this Agreement the following definitions shall apply:

- a. Superintendents' Council- the governing body of the SELPA composed of superintendents, or their designees (Assistant, Associate or Deputy Superintendents), of the districts participating in the Plan. The SELPA Assistant Superintendent is the Executive Secretary.
- b. Administrative Council - The Administrative Council consists of the SELPA District Special Education Administrators or designee and the SELPA Assistant Superintendent.
- c. Finance Committee - The Finance Committee consists of SELPA District Chief Financial Officers (or designees), SELPA Finance Director (or designee) and SELPA Assistant Superintendent.

4. DESCRIPTION OF THE SPECIAL EDUCATION LOCAL PLAN AREA GOVERNANCE AND ADMINISTRATIVE STRUCTURE

A detailed description of the governance and administrative structure for the SELPA is included in the Local Plan. This description includes responsibilities of school district governing boards; the Alhambra Unified School District ("Administrative Unit"); superintendents of the participating public education agencies; program administrators of special education; and defines the role of the Community Advisory Committee.

5. RESPONSIBILITIES OF THE ADMINISTRATIVE UNIT

The Superintendents' Council of the SELPA has agreed that the Alhambra Unified School District shall serve as the SELPA Administrative Unit. The Alhambra Unified School District ("Administrative Unit") is responsible for performing all functions set forth in Section VII of the Local Plan.

- a. Administrative Unit Compensation

- 1) The Administrative Unit shall receive an indirect rate amount of 3% from the SELPA's current year regionalized services, program specialist and federal IDEA allocation.
- 2) The Administrative Unit shall receive an allocation from the SELPA's regionalized services budget for operation of the SELPA Office including salaries, benefits, necessary supply and travel expenses, and housing (including custodial services). The housing fees shall be based on fair market value plus utilities. The Administrative Unit and the Superintendent's Committee shall approve the agreement.

6. RECORD RETENTION AND INSPECTION

The Districts agree that they shall have access to and the right to examine, audit, excerpt, copy or transcribe any pertinent records pertaining to this Contract. All records shall be kept and maintained by the Administrative Unit and made available during the entire term of this Agreement and for a period of not less than five (5) years after final payment pursuant to this Agreement.

7. NON ASSIGNABILITY

No party to this Agreement shall in any manner, directly or indirectly, by operation of law or otherwise, assign, transfer or encumber this Agreement or any portion hereof of any interest herein, in whole or in part, without the prior written consent of the other party(ies). If consent is not given by the other party(ies) to assign, transfer, or encumber this Agreement, such action shall be deemed automatically void. In addition, no party shall subcontract the work to be performed pursuant to this Agreement without prior written approval of the other party(ies). The names and qualifications of subcontractors or others whom either party intends to employ, other than those identified, shall be submitted to the other party(ies) for prior written approval.

8. DISPUTE RESOLUTION

In the event there is a dispute between the parties to this contract, said dispute shall be resolved by using the dispute resolution process in the governance section of the approved Local Plan.

9. INDEMNIFICATION

The member districts of the SELPA agree to defend, indemnify, save, and hold harmless the Administrative Unit from and against any and all demands, debts, liens, claims, losses, damages, liability, costs, expenses (including, but not by way of limitation, attorney's fees and costs actually incurred, whether or not litigation has commenced), judgments or obligations, actions, or causes of action whatsoever, for or in connection with injury or damage (including, but not limited to death) to any person or property to the extent that such injury or damage results from or is connected with any active negligence or negligent omission of the District.

The Administrative Unit agrees to defend, indemnify, save, and hold harmless the member Districts of the SELPA from and against any and all demands, debts, liens, claims, losses, damages, liability, costs, expenses (including, but not by way of limitation, attorney's fees and costs actually incurred, whether or not litigation has commenced), judgments or obligations, actions, or causes of action whatsoever,

for or in connection with injury or damage (including, but not limited to death) to any person or property to the extent that such injury or damage results from or is connected with any active negligence or negligent omission of the Administrative Unit.

10. INSURANCE

Without limitation of the forgoing indemnification clauses, each party to this agreement shall procure and maintain at its sole expense, for the duration of this agreement, insurance, or a program of self-insurance, or a combination thereof, as required below against claims for injury, damage, or loss that may arise from or in connection with the performance or nonperformance of this contract agreement. Each party shall name the other as an additional insured and shall reference this agreement. Each party shall furnish the other with satisfactory evidence of insurance and the additional insured endorsement prior to commencement of this agreement. Each insurance policy or self-insurance program required by this agreement shall be endorsed to state that coverage shall not be suspended, voided, canceled, reduced in coverage or in limits except after thirty (30) days prior written notice.

Minimum Scope and Limits of Insurance (Coverage shall be at least as broad.)

- 1) Commercial General Liability Coverage "occurrence" form to include bodily injury and property damage for, including, but not limited to, premises and operations, contractual liability, independent contractors, broad form liability, and personal injury with a combined single limit of \$2,000,000 per occurrence.
- 2) Business Automobile Liability Coverage for code 1 "any automobile" with a combined single limit of \$2,000,000 per accident, if automobiles are used in performance of this agreement.
- 3) Professional Liability Coverage for errors and omissions for individual and district professional liability with a limit of liability of \$1,000,000 and a \$2,000,000 aggregate limit of liability.
- 4) Workers' Compensation insurance with limits as required by the Labor Code of the State of California and Employers Liability insurance limits of \$1,000,000 per accident. By signing this agreement, each party thereto certify that it is aware of the provisions of Section 3700 et seq., of the Labor Code of the State of California that requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of state code, and will comply with such provisions before the commencement of this agreement.

11. INDEPENDENT CONTRACTOR

While performing its obligations under this Contract, the SELPA is an independent contractor and not an officer, employee or agent of the Administrative Unit. The SELPA shall not at any time or in any manner represent that it or any of its officers, employees, or agents are employees of the Administrative Unit.

12. THE ADDITION OF PARTIES

At such time during the life of this agreement that an LEA has been approved for membership through the procedures and policies of the Local Plan, that LEA shall, by approval of the provisions of this agreement by its governing board, be incorporated into this agreement, without affecting the validity of this Participant's Agreement for member districts.

13. SEVERABILITY

Should any portion, terms, condition, or provisions of this Agreement be decided by a court of competent jurisdiction to be illegal or in conflict with any law of the State of California, or be otherwise rendered unenforceable or ineffectual, the validity of the remaining portions, terms, conditions, and provisions shall not be affected thereby. The provisions of any new laws which may become effective during the period of this Agreement which relate to the Master Plan for Special Education shall be incorporated herein.

14. EXECUTION

This Agreement may be executed by each participating public education agency on a separate copy thereof with the same force and affect as though all participating public education agencies had executed a single original copy. The collection of such separately executed copies shall be treated as a single copy executed by all such participating public education agencies.

District:

Monrovia Unified School District

PASSED AND ADOPTED this, by the following vote:

AYES:



Terrence G. Williams
President, Board of Education

NOES:

ABSENT:



Rob Hammond
Board Clerk



Katherine Thorossian
Superintendent & Secretary to the Board

Agenda Item Details

Meeting Date: 2018-04-25 19:00:00

AGENDA ITEM TITLE:

2. 17/18-1119 - CALIFORNIA HEALTHY KIDS SURVEY (CHKS) REGIONAL CENTER MEMORANDUM OF UNDERSTANDING

RECOMMENDATION

The Board of Education is requested to ratify the Memorandum of Understanding for the California Healthy Kids Survey (CHKS) Regional Center as a precondition to the administration of the California Healthy Kids Survey.

Rationale:

Monrovia Unified School District has been administering the California Healthy Kids Survey since 2002 to obtain data regarding the health and needs of Monrovia students. The CHKS Regional Center aggregates the CHKS data and provides a dataset for local analysis and statewide comparison. The data is analyzed by the district and site personnel, and prevention and intervention programs and services are developed to meet the specific needs and trends of Monrovia students. The survey assesses students' self-reported behavior and attitudes about tobacco, illegal drugs, alcohol safety and violence issues, developmental assets and nutrition related questions. The district must obtain permission from parents in order for students to participate in CHKS.

Background:

The CHKS was administered in the Monrovia Unified School District during the 2001-02, 2003-04, 2005-06, 2006-07, 2009-10, 2011-12, and 2013-2014 school years. Past surveys provide baseline and comparison data that will be compared to this year's survey figures.

Budget Implication (\$ Amount):

Medi-Cal LEA funds will be used to pay the forty cents per participating 7th, 9th, and 11th pupil fee, as well as the anticipated additional cost of \$600 for the student surveys. There are a total of 1,245 students in the district who are eligible to participate in this survey, and about 85% of those students (1,058) are anticipated to take the survey.

Legal References:

Education Code 17604 which requires that all contracts be approved by the Governing Board.

Additional Information:

Copy of the Memorandum of Understanding is attached.

ATTACHMENTS

- [CHKS MOU 4-25-18.pdf](#)

MEMORANDUM OF UNDERSTANDING • 2017/18 SCHOOL YEAR

DISTRICT NAME: _____

This agreement outlines conditions to be met by the above named district (the “District”) and WestEd as they relate to access to and the administration of the California Healthy Kids Survey, the California School Staff Survey, and the California School Parent Survey, which are part of the comprehensive CalSCHLS data system, developed by WestEd under contract with the California Department of Education. **Survey access will not be granted until a signed copy of this Memorandum of Understanding (MOU) is received.**

I. DISTRICT AGREES TO:

- **Read the Guidebook.** Pay special attention to the section on active and passive consent procedures.
- **Coordination.** Provide one district–level contact person for each participating district.
- **Surveys.** Use only the current version of the surveys provided by your CalSCHLS Regional Center.

SURVEY ADMINISTRATION (CHKS)

- **Grades and Schools.** Survey grades 3 through 12 as appropriate within the district. Provide current student enrollment figures for all schools by grade level.
- **Parent Consent.** Follow the active parental consent process with grades below seven, and passive parental consent with grade seven and above.
 - Follow written school board policy for active and/or passive consent, and provide notification to parents of the approximate date(s) of survey administration and the availability of survey instruments for review at school and/or district offices. This is required regardless of consent type.
- **Privacy of Students.** Preserve respondent privacy and the confidentiality of the responses by ensuring that the room set-up prevents anyone from observing how the respondent is answering the survey questions and ensure that reasonable measures are taken to protect the responses after they are collected.
- **Surveys.** Administer the elementary survey to elementary students, and the secondary Core survey to secondary students.
- **Proctors.** Assign survey proctors (teachers or assigned proctors) for each classroom.
- **Assurance of Confidentiality Agreement.** Ensure that all teachers and proctors assigned to administer the survey sign the Assurance of Confidentiality Agreement and read the Introductory Script to students.
- **Response Rates.** Make best efforts to obtain a response rate of at least 70% of students in surveyed grades.
- **Data Submission and Report Preparation.** Notify Cal-SCHLS Regional Center staff upon completion of each survey administration per the guidelines provided at registration.
- **Printed Survey Administration.** Provide complete information on the transmittal envelopes if administering the survey via scantron form.
- **Produce surveys.** If administering paper-and-pencil survey, reproduce from the master copy no more than the number of questionnaires needed to administer the survey.

- Submit completed answer sheets and materials to your Regional Center.
- CalSCHLS is not responsible for transferring data from incorrect to correct answer sheets.

CALIFORNIA SCHOOL STAFF SURVEY (CSSS)

- Ensure that applicable staff complete the online California School Staff Survey (CSSS) at each school and for each grade level.
- The CSSS should be offered to all teachers, administrators, and other certificated staff, including paraprofessionals and aides, and to all personnel working in the areas of counseling, health, prevention, and safety.

CALIFORNIA SCHOOL PARENT SURVEY (CSPS)

- Coordinate with Cal-SCHLS staff regarding the administration of online and paper parent survey materials.
- Administer the CSPS to all parents, guardians, or other caregivers of students in all grades and schools in the district.
- Each family (parent/guardian/caregiver) should complete only one CSPS per school regardless of number of children enrolled in that school.

PAYMENT

Make payment of all CalSCHLS fees, at the current rates for the applicable school year within thirty (30) days of completion of services and receipt of deliverables. See attached fee schedule for the 2017-2018 school year.

II. WESTED AGREES TO PROVIDE:

- Comprehensive technical assistance via email and phone.
- Access to the CHKS online system or master copies of the survey instrument with scantrons and materials.
- Access to the CSSS online system.
- Access to the CSPS online system and master copy of the survey instrument.
- Access to the CalSCHLS System website (chks.wested.org).
- Scanning and online services.
- **District-level reports within six to ten weeks after receipt of accurate and complete survey information and materials.**

III. ACCESS

Under the California Public Records Act, any third party (for example, the media) can request existing district reports from CDE. Raw data may be provided to public agencies and research agencies by request for analyses only after the requesting agency has executed an agreement with WestEd and/or CDE and has agreed to conditions of strict confidentiality in compliance with state and federal regulations, including, but not limited to, the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR part 99), the California Information Practices Act (California Civil Code § 1798 et. seq.), and the Privacy Act of 1974, as amended (5 U.S.C. § 552).

Cal-SCHLS Regional Center staff post Cal-SCHLS reports (CHKS and CSSS) to the Cal-SCHLS System websites in November of the year following survey administration.

IV. CONFIDENTIALITY AGREEMENT

Districts agreeing to administer any of the CalSCHLS surveys (CHKS, CSSS, and CSPA), understand that data will be subject to the conditions stated above. Once produced, district level reports will be available to outside agencies via the CalSCHLS website or upon request, and raw data may be provided to public and research agencies for analysis under strict conditions of confidentiality.

District further agrees to use the CalSCHLS surveys only for use in its own district, and only for so long as this MOU is in effect. Upon expiration or termination of this MOU, District agrees to return all CalSCHLS materials to WestEd or CDE.

V. GENERAL TERMS AND CONDITIONS

Terms. This MOU is effective on September 1, 2017 and expires on August 31, 2018.

Amendments. This MOU may be amended at any time by mutual agreement of the parties without additional consideration, provided that before any amendment shall take effect, it shall be in writing and signed by both parties.

Indemnification. District shall defend, indemnify, and hold WestEd, its officers, agents, and employees harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of the performance of this MOU but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or resulting from the negligent or intentional acts or omissions of District, its officers, agents, or employees.

WestEd shall defend, indemnify, and hold District, its officers, agents, and employees harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of the performance of this MOU but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or resulting from the negligent or intentional acts or omissions of WestEd, its officers, agents, or employees.

Dispute resolution. District and WestEd shall exercise their respective best efforts to settle any claim, controversy, or dispute (collectively, "Dispute") arising out of or relating to this MOU. The Parties shall discuss any Dispute no later than fifteen (15) days after either Party gives written notice to the other Party of a Dispute, including the legal and factual basis for such Dispute. No arbitration or other proceeding may be commenced before the Parties have met pursuant to this provision. In the event that a Dispute cannot be resolved through good faith negotiations, the Parties agree that such Dispute shall be finally settled through binding arbitration. The arbitration shall be administered by JAMS, in San Francisco, California, pursuant to its Comprehensive Arbitration Rules and Procedures. The decision of the arbitrator shall be final and conclusive upon the Parties. Judgment on the award rendered by the arbitrators may be entered in any court having jurisdiction. Notwithstanding the foregoing, either party may seek injunctive or provisional relief to protect confidential information at any time.

Assignment. District shall not voluntarily or by operation of law, assign or otherwise transfer its rights or obligations under this MOU without prior written consent from WestEd. Any purported assignment in violation of this paragraph shall be void.

Execution. Each of the persons signing this MOU represents that he or she has the authority to sign on behalf of and bind their respective party.

District

Survey Administration Fees 2017-2018

All Fees Based on CDE Subsidized Rate

Questions? Call our toll-free Cal-SCHLS Helpline at (888) 841.7536

CHKS	
Survey fee*	\$0.40 per student enrolled; \$150 survey set-up fee
Supplementary modules	\$100 per supplemental module
District report	No additional cost
School reports	\$75 each
Ethnicity report	\$200 for district middle, \$200 for district high
School ethnicity report	\$100 each
District climate report card	\$250, free if all eligible schools ordered
School climate report card	\$100 each, comprehensive middle/high schools only
District raw data	\$75 per data set
Custom questions	One time development fee of \$200 for every three questions or fraction thereof. Subsequent use of same module (with no changes) is \$100 each.
Workshops	\$125/hour (preparation, travel, and presentation time), plus travel expenses
Other custom work	\$100/hour

CSSS	
Survey fee*	\$150 survey set-up fee
Supplementary modules	\$100 per supplemental module
District report	No additional cost
School reports	\$75 each
District raw data	\$75 per data set
Custom questions	One time development fee of \$200 for every three questions or fraction thereof. Subsequent use of same module (with no changes) is \$100 each.
Workshops	\$125/hour (preparation, travel, and presentation time), plus travel expenses
Other custom work	\$100/hour

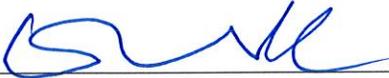
CSPS	
Survey fee	\$150 survey set-up fee
Supplementary modules	\$100 per supplemental module
Paper processing fee	\$0.40 per paper copy returned for processing
District report	No additional cost
School reports	\$75 each
District raw data	\$75 per data set
Custom questions	One time development fee of \$200 for every three questions or fraction thereof. Subsequent use of same module (with no changes) is \$100 each.
Workshops	\$125/hour (preparation, travel, and presentation time), plus travel expenses
Other custom work	\$100/hour

* If you are a district surveying less than 100 students please contact your regional center for specific survey costs.

By signing this document, the named District and WestEd signify that each party, has reviewed, understands, agrees to, and will comply with the terms and conditions stated above.

District:

WestEd:



Signature

Katherine Thorossian, Ed.D.

Printed name

4/25/18

Date

Agenda Item Details

Meeting Date: 2018-04-25 19:00:00

AGENDA ITEM TITLE:

3. 17/18-1121 - MEMORANDUM OF UNDERSTANDING WITH CITRUS COMMUNITY COLLEGE DISTRICT FOR USE OF FACILITIES AND OFFERING OF CREDIT RECOVERY COURSES IN SUMMER PROGRAM

RECOMMENDATION

The Board of Education is requested to approve a Memorandum of Understanding between Citrus Community College and Monrovia Unified School District for the use of facilities at Monrovia High School, reimbursement for the employment of certificated and classified staff members, and for the offering of specific credit recovery courses during the summer of 2018.

Rationale:

Citrus Community College has offered to provide a summer school credit recovery program for secondary students on the campus of Monrovia High School. The credit recovery program will provide 25 sections to our secondary students who need additional credits or grade point recovery to meet graduation requirements. Each class will have a minimum ending enrollment of 26 students. At the conclusion of summer school, MUSD will bill Citrus College for the basic rental agreement costs of \$28.00 per day for each classroom (approximately \$4,704), plus \$24 per day for library use. In addition, a fee of \$20.00 per student, per class (a minimum of \$520 per class) attending the summer session will be paid to the district by Citrus for instructional materials, supplies, and the use of textbooks. Other administrative costs will also be billed to Citrus to cover all costs of the program.

Background:

Citrus has been participating in our Summer School Credit Recovery programs for the past several years. Approval of this agreement will enable Citrus College to continue to provide the credit recovery program for our secondary students on the campus of Monrovia High School.

Budget Implication (\$ Amount):

Estimated expenses will be \$33,485.00, and will be paid from the General Fund. Citrus College will reimburse the General Fund for all costs associated with this program.

Legal References:

Education Code Section 37252 and Education Code 17604 which requires that all contracts be approved by the Governing Board.

Additional Information:

A copy of the Memorandum of Understanding is attached.

ATTACHMENTS

- [Citrus College MOU - Summer 2018.pdf](#)

MEMORANDUM OF UNDERSTANDING-- NONCREDIT EDUCATION AGREEMENT

The Citrus Community College District ("College") and the Monrovia Unified School District ("District") agree to the following; with respect to the Noncredit Education Agreement ("Agreement"):

1. COLLEGE RESPONSIBILITIES

- a. The College shall be solely responsible for determining and administering the educational program offered by it pursuant to the Agreement, and for offering and/or canceling classes. All persons employed by the College shall be selected and hired solely by the College, shall be its employees exclusively and shall be subject solely to its direction, control, compensation, and discharge. The College shall bear all liabilities and expenses imposed by law or contract incident to such employment, including, but not limited to, workers' compensation insurance, unemployment insurance, Social Security contributions, if applicable, and tax withholdings.
- b. The College will name and provide a program coordinator/director that will serve as the contact to the District and work with the identified High School (HS) administrator to ensure the program runs smoothly and all details are covered.
- c. The College will hire all instructors providing they meet the minimum qualifications. All instructors will be paid by the College.
- d. The College will hire all substitutes providing they meet the minimum qualifications for the subject they will substitute. All substitutes will be paid by the College.
- e. The College will provide a mandatory orientation meeting prior to the first day of instruction. Date and time to be arranged by the College in consultation with the District.
- f. The College shall provide the District with a complete accounting of the enrollment of persons attending classes. Classes must maintain a minimum enrollment of 26 students throughout the term. The College reserves the right to cancel a class or program in case of insufficient enrollment, or at the discretion of the College. Changes to the minimum enrollment for specific classes shall be by mutual written agreement and made a part of this MOU.
- g. The College will provide the District with all required documentation and forms; including, but not limited to, course outlines of record, applications, registration cards, attendance rosters, timecards and instructional sheets.

2. DISTRICT RESPONSIBILITIES

- a. The District will name a HS administrator to serve as the contact to the College.
- b. When requested by the College, the District will provide a list of classes for the term being scheduled, including the requested number of sections, dates, hours and the subjects to be taught.
- c. The District will provide the College with a list of instructor and substitute hires, including transcripts, credentials and TB results, for all District instructors who will be teaching in the noncredit program. It is imperative that instructors selected to teach can commit to the entire term of the class. Each instructor must be assigned to a specific section and each instructor and substitute must meet minimum qualifications for that specific subject. Each instructor and substitute must complete the hiring process through the College Human Resource Office prior to the first day of instruction. Otherwise, the instructor or substitute will not be allowed to teach the class.
- d. Each HS Administrator and all necessary support staff must attend a mandatory

training session prior to the first day of instruction. Registration and attendance methods will be reviewed. The training session will be held on the Citrus College campus. The date and time of the orientation will be determined by the College in consultation with the District.

- e. Each HS instructor being hired by the College, including the necessary support staff and administrator, must attend a mandatory orientation meeting prior to the first day of instruction. Registration and attendance methods will be reviewed. A review of the payroll process will also be included. The date and time of the orientation will be determined by the College in consultation with the District.
- f. Each HS instructor must submit a course syllabus for the class he/she has been assigned. The syllabus must contain student learning outcomes. A template will be provided to all instructors at the mandatory orientation meeting. The High School Administrator will forward an electronic file of each course syllabus to the College Program Coordinator three (3) days prior to the first day of instruction. Failure to submit a course syllabus will result in the cancellation of the class.
- g. Minimum enrollment in each section is 26 students, excluding non-residents. The District must maintain a class minimum of 26 students in each section. If the class minimum drops below this number, the instructor of the class must contact the HS administrator who will then contact the program coordinator/director at the College. A decision will be made whether or not the class will continue.
- h. The District will have each student complete a noncredit application online. All applications must be completed according to the timeline outlined under Section 3.
- i. The District will have each student complete a High School Student Registration Authorization Form using the fillable PDF provided by the College. The District must check and ensure the forms are accurate and complete, and include all required signatures. All documents must be submitted according to the timeline outlined under Section 3.
- j. The District will provide the College with a roster for each section that includes the class section number, student ID number, and student name. The College will use the roster to register students in the selected class(es). The District must check and ensure the rosters are accurate and complete, and include all required information. All documents must be submitted according to the timeline outlined under Section 3.
- k. The District must submit all changes to enrollment by the third day of instruction. Changes to enrollment must be submitted using the registration roster template outlined in Section 2.j.
- l. The District will allow access to all students who complete the required application and registration documentation needed to enroll in a noncredit class and will not impose any additional requirements and/or restrictions on enrollment.
- m. The District will allow the College and the Noncredit Counseling Coordinator to schedule a classroom visit for each section offered during the summer term. Classroom presentation will include a review of the assessment, orientation and advisement requirements of matriculation to the College, an overview of the College's certification programs, associate degree requirements, and transfer requirements, and a summary of support services available to students.
- n. The District will keep daily attendance for each section. Attendance sheets must be submitted to the College within ten (10) calendar days of the final class meeting. Attendance sheets must be signed by the instructor and include all students in attendance, daily attendance hours and an attendance total for the session. Accurate and neat records must be kept. The District must ensure the forms are accurate and correct prior to submitting them to the College.

- o. High School Student Registration Authorization Forms, registration, and/or attendance forms that are incomplete, missing information, contain inaccurate information, are unsigned, or illegible will be returned to the District for correction. In addition, the College shall bill at a rate of \$35 per hour against the final invoice for the time needed to process any and all corrections. The College will provide the District with an invoice identifying the additional hours needed to process incomplete, missing, inaccurate, unsigned and illegible forms at the conclusion of the term and will reduce the final payment by invoiced amount.
- p. The schedule must be created so all curriculum hours are met. The District must ensure all holidays and district closures are excluded from the schedule. Classes are required to meet on all scheduled days for the term. Changes to the schedule must be submitted and approved by the College five days (5) prior to the term start date.
- q. The District will ensure hours submitted on timecards reflect the actual hours worked per day. The HS administrator must sign the timecards.
- r. At the conclusion of the class, each HS instructor must input noncredit progress indicators and semester attendance hours into the College's data management system.
- s. All courses taught at the high school must have a minimum of one student learning outcome assessed and documented. See Attachment A for sample of Citrus College Student Learning Outcomes and Assessment Report Form. This form will be made available electronically to the District. Student Learning Outcomes and Assessment Report Forms must be submitted to the College, with the attendance sheets, within ten (10) calendar days of the final class meeting.
- t. At the conclusion of the educational services rendered, the District shall send the College an invoice identifying the facilities, instructional materials, miscellaneous equipment and supplies, administrative, and clerical costs identified in Section 5 of this agreement. Such invoice shall be paid to the District by the College within sixty (60) days of receiving the invoice.

3. DATES FOR SUBMISSION OF ENROLLMENT DOCUMENTATION

April 23	<p>Online noncredit application open</p> <p>High School Student Registration Authorization Form (link to fillable PDF) provided to District</p> <p>Registration roster template provided to District</p>
May 18	<p>DEADLINE for all online applications to be submitted</p> <p>DEADLINE for delivery of completed High School Student Registration Authorization Forms and registration rosters to the College</p>
May 23	<p>The College will deliver all forms to the Admissions and Records Office for input</p>
June 1	<p>Admissions and Records Office completes registration process, provides the Program Coordinator with enrollment numbers</p>
June 1	<p>The College will notify the District of class cancellations due to low enrollment (see Section 2.g. for minimum enrollment number)</p>

4. **DATES, CLASSES AND RESPONSIBLE PERSONNEL**

Term Dates	First Session: June 14 - June 29, 2018 (12 days) Second Session: July 2 - July 18, 2018 (12 days; no class July 4th) Time: 7:30am - 12:45pm
Total number of sections	25
Class Titles to be offered (Citrus COR)	1. NC 209A Algebra IIA (2 sections) 2. NC 209B Algebra IIB (2 sections) 3. NC 210A Freshman English A (3 sections) 4. NC 210B Freshman English B (2 sections) 5. NC 211A Sophomore English A (2 sections) 6. NC 211B Sophomore English B (1 section) 7. NC 216 American Government (2 sections) 8. NC 217 Economics (3 sections) 9. NC 218A Biology A (2 sections) 10. NC 218B Biology B (2 sections) 11. NC 224A Geometry A (2 sections) 12. NC 224B Geometry B (2 sections)
College Program Coordinator/Director	Debbie Wong, Supervisor, Continuing Education dwong@citruscollege.edu 626-852-8022
College Program Administrative Assistant	Julie Tunno, Administrative Secretary jtunno@citruscollege.edu 626-852-8022
MUSD Administrator	Catherine Real, Director of Counseling, College, and Careers creal@monroviashools.net 626-471-2034
High School Site Administrator	Robin Chicca, Summer School Principal rchicca@monroviashools.net
High School Administrative Assistant	Kirk McGinnis, Site Principal kmcginnis@monroviashools.net
Date, Time and Location of Faculty Orientation	May 16th at 3:00pm, Monrovia High School, Library
Date, Time and Location of Staff/Administrator Orientation	April 13th at 10:00am, Citrus College, Lifelong Learning Center, Room 103

5. **DISTRICT CHARGES BILLABLE TO COLLEGE PER AGREEMENT**

Classrooms	\$28 per day	
Library	\$24 per 4.5 hr day* (2 days)	
Instructional Materials	\$20 per student, per class	
Other Facilities	None	
Miscellaneous Equipment	None	
Administrative	Robin Chicca, Summer School Principal (6 hrs per day @ \$32/hr for 28 days, plus fringe)	\$5,376 Benefits \$1,063.37
Clerical	Javier De La O, Clerk (6 hrs per day @ \$23.01/hr for 24 days, plus fringe)	\$3,313.44 Benefits \$907.88
	Christopher Malone, Security Officer (6 hrs per day @ \$20.34/hr for 24 days, plus fringe)	\$2,928.96 Benefits \$802.54
	Tina McKendrick, Textbook Clerk (5.5 hrs per day @ \$24.78 for 8 days, plus fringe)	\$1,090.32 Benefits \$298.75

	Total Admin/Classified**	\$15,781
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*If time exceeds agreed upon hours, amount is pro-rated to the hours or fractional hours for which it is used.

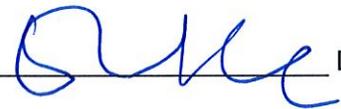
** Should the number of sections offered under this agreement change significantly due to insufficient enrollment, unavailability of faculty, or other cause; the administrative and clerical billable charges may be adjusted.

This Memorandum of Understanding (MOU) is effective beginning May 15, 2018 and will expire on September 30, 2018.

IN WITNESS WHEREOF, the parties hereto have caused this MOU to be executed by duly authorized representatives on the day and year first above written.

MONROVIA UNIFIED SCHOOL DISTRICT

CITRUS COMMUNITY COLLEGE DISTRICT

 Date 4/25/18

_____ Date _____

Dr. Katherine Thorossian, Superintendent

Dr. Rocco Cifone, Dean, Career/Technical and Continuing Education

_____ Date _____

Dr. Arvid Spor, Vice President, Academic Affairs

_____ Date _____

Claudette Dain, Vice President, Finance and Administrative Services

ATTACHMENT A

Citrus College Student Learning Outcomes and Assessment Reporting Form

Course Number/Title:	Assessment Cycle: 2017-2018
Name:	When did you teach this course? Summer 2018

When you want to check a box, you must: 1. DOUBLE CLICK on the box 2. Set the DEFAULT VALUE to "checked" and 3. Click "ok".

Identify the SLO(s) that you will be assessing this term (only list the SLO(s) assessed, not all SLOs for the course):

- SLO#1: Demonstrate sufficient knowledge of the course content necessary to complete the requirements for high school completion and/or graduation.
- SLO#2:
- SLO#3:

Which Institutional Level Outcome does this course address?

- Academic Excellence (General Education)
- Economic Opportunity (Career/Technical Education Programs)
- Foundational Skills for Student Success (Basic Skills)

Program Level Outcomes: Students completing this course will have acquired the following competencies. Check all that apply:

- | | | |
|--|--|---|
| <input type="checkbox"/> Communication | <input type="checkbox"/> Creative, Critical, and Analytical Thinking/Info Comp | <input type="checkbox"/> Technology |
| <input type="checkbox"/> Computation | <input type="checkbox"/> Community, Global Consciousness and Responsibility | <input type="checkbox"/> Discipline/Subject Area Specific |

Were any sections of the course taught Distance Education?

- Yes No

IF YES, was the assessment method different? Yes* No *If assessment methods were different, complete an additional form

Describe the assessment tool. Check all that apply:

A suggestion is to use embedded assessment: an activity, assignment, or exam that you already use to evaluate students in the course.

- | | | |
|--|--|--|
| <input type="checkbox"/> Exam (midterm, final, test) | <input type="checkbox"/> Class discussion or activity | <input type="checkbox"/> Research (lab reports) |
| <input type="checkbox"/> Quiz | <input type="checkbox"/> Written work (essay/assignment) | <input type="checkbox"/> Presentation (oral, Prezi, video) |
| <input type="checkbox"/> Homework | <input type="checkbox"/> Performance | <input type="checkbox"/> Portfolio or class project |
| <input type="checkbox"/> Skills demonstration | <input type="checkbox"/> Survey | <input type="checkbox"/> Other: [_____] |

Select the criteria/criterion that determines success within the assessment tool(s):

- | | | |
|--|---|---|
| <input type="checkbox"/> Blackboard alignment | <input type="checkbox"/> Points (for exam items) | <input type="checkbox"/> Regional/state exam or industry based credential |
| <input type="checkbox"/> Specified rubric | <input type="checkbox"/> Tabulation of survey results | <input type="checkbox"/> Other: [_____] |
| <input type="checkbox"/> Percentage (score or % of students) | <input type="checkbox"/> Quality of product | |

In your perception, to what extent did the students in the course meet the outcome(s) based on the tool(s) and criterion?

- Exceed Meet Somewhat Meet Not Meet

Explain the benchmark agreed upon for meeting the expectation:

Based on the results, might improvements be required at the course level?

- Yes No

If YES, check all that apply

- | | | | |
|--|---|---|--|
| <input type="checkbox"/> SLO modification | <input type="checkbox"/> Textbook revision | <input type="checkbox"/> More student engagement | <input type="checkbox"/> Program dialogue needed |
| <input type="checkbox"/> Curriculum revision | <input type="checkbox"/> Instruction method | <input type="checkbox"/> Assignment/activity revision | <input type="checkbox"/> Other: [_____] |

If NO, describe the effective practice(s) confirmed by the results:

Please share any success stories about the impacts of SLO practices on student learning, achievement, and institutional effectiveness

In what ways might dialogue about the outcome(s) assessment be shared with colleagues, program, division, or campus?

- | | | |
|--|--|---|
| <input type="checkbox"/> Discussion with instructors who teach the same course | <input type="checkbox"/> Workshop or presentation | <input type="checkbox"/> Program Review (goals, reflections, resource requests) |
| <input type="checkbox"/> Convocation/FLEX | <input type="checkbox"/> Department or division meetings | <input type="checkbox"/> Other: [_____] |
| | <input type="checkbox"/> Class discussion with students | |

What, if any, assistance or resources may be needed to help you address your outcomes? (will help inform program review in Fall)

General comments/feedback about the SLO assessment results for this course (optional, but will help inform program review in Fall)

Agenda Item Details

Meeting Date: 2018-04-25 19:00:00

AGENDA ITEM TITLE:

4. 17/18-1123 - EXTENDED FIELD TRIP

RECOMMENDATION

The Board of Education is requested to approve an extended field trip for Clifton's band to participate in the Southern California School Band & Orchestra Festival in Chula Vista California on May 4-5, 2018.

ATTACHMENTS

- [Extended Field Trip - Clifton Band 4-25-18.pdf](#)

Subject: EXTENDED FIELD TRIP

Prepared by: Jennifer Jackson, Principal, Clifton Middle School

Reviewed by: Business Services Department

Action desired:

The Board of Education is requested to approve the following extended field trip:

- Location: East Lake High School, Chula Vista, CA
- Date(s): May 4-5, 2018
- Participants: Clifton Concert Band & String Orchestra Number 83
- Supervisors: Lafayette Gooler Number 9
- Date(s) of Field Trip: May 6 4-5, 2018
- Sponsor(s): Clifton Band Boosters
- Estimated Costs: School: none
 Boosters: \$9,750.00
 Students: none

- Purpose of Trip: Southern California School Band & Orchestra Association Festival
- Grade Level(s) Involved: 6-8
- Form of Transportation: Chartered bus

Budget Implications – There is no cost to district for this field trip. All expenses will be paid by Clifton’s Band Boosters.

Legal References - Board Policy 6153 requires prior Board approval for extended field trips.

Additional Information: The following matters have been addressed according to Board policy and/or district guidelines:

- Transportation Requests
- Insurance
- Parent Permission Form

Recommended _____
Superintendent

LIST OF STUDENTS AND SUPERVISORS/CHAPERONES
PARTICIPATING IN FIELD TRIPS

DESTINATION Chula Vista, CA

DEPARTURE DATE/TIME: 5/4/18 9:00 am RETURN DATE/TIME: 5/5/18 9:00 pm

PLEASE LIST THE NAMES OF STUDENTS IN ALPHABETICAL ORDER
(If additional space is needed, please continue on reverse side.)

<u>Aleqxus Aguba</u>	<u>Gunnar Keeling</u>
<u>Izabella Aguila</u>	<u>Ginger Li</u>
<u>Maylena Alcisto</u>	<u>Joaquin Lopez</u>
<u>Carlos Alvarado</u>	<u>Jane Martinez</u>
<u>Joseph Alvarez</u>	<u>Raul Martinez</u>
<u>Nikolina Anjali Schultz</u>	<u>Anaiz Medina</u>
<u>Lucas Barkume</u>	<u>Gary Menendez</u>
<u>Madison Barr</u>	<u>Gabriel Miclat</u>
<u>Jizelle Barragan</u>	<u>Jackson Mitchell</u>
<u>Richard Beal, Jr.</u>	<u>Dylan Moore</u>
<u>Nachaniel Berger</u>	<u>Allison Neuman</u>
<u>Matthew Bickel</u>	<u>Jane Neuman</u>
<u>Hayden Boyerman</u>	<u>Giovanni Parsi</u>
<u>Samuel Brown</u>	<u>Jocsueline Pelayo</u>
<u>Brooklyn Burga</u>	<u>Lydia Peters</u>
<u>Zane Castilleja</u>	<u>Ethan Price</u>
<u>Cheyenne Cerney</u>	<u>Alexis Ramirez</u>
<u>Sophia Childers</u>	<u>Katherine Regencia</u>
<u>Lucas Christman</u>	<u>Gabriel Reyes</u>
<u>Ava Crouch</u>	<u>Vincent Rivera</u>
<u>Cristian Cruz</u>	<u>Katelyn Robles</u>
<u>Beatrix Damiani</u>	<u>Kaitlynn Ruiz</u>
<u>Robert DeBetta</u>	<u>Katie Sanchez</u>
<u>Shawn DeGuzman</u>	<u>Victoria Sarsam</u>
<u>Marcos De La O</u>	<u>Leandra Shelton</u>
<u>Meredith Dickinson</u>	<u>Tamar Siam</u>
<u>Crystal Equia</u>	<u>Aizellah Sorra</u>
<u>Chloe Errickson</u>	<u>Andrew Speranta</u>
<u>Elijah Gallardo</u>	<u>Drew Storey</u>
<u>Benjamin Garcia</u>	<u>Cameron Stranglen</u>
<u>Ryan Gero</u>	<u>Vincent Strivings</u>
<u>James Godbold</u>	<u>Liam Sullivan Napoli</u>

Agenda Item Details

Meeting Date: 2018-04-25 19:00:00

AGENDA ITEM TITLE:

5. 17/18-1125 - INDIVIDUAL SERVICE AGREEMENTS

RECOMMENDATION

The Board of Education is requested to ratify the Individual Service Agreements for Basic Education Services, Individual Counseling, Counseling and Guidance, and Speech and Language Services, provided by Canyon View School and Justine Sherman and Associates, as detailed in ISA 17-18 Report.

Rationale:

The California Education Code allows for placement of special education students in non-public schools/agencies when no appropriate public school programs are available. The current agreements reflect the decision of the IEP team to meet the needs of these special education students.

Budget Implication (\$ Amount):

The total estimated cost of the contracts is \$9,194.69

Legal References:

Public Law 94-142; Education Code sections 56361, 56365, 56366, and 56740; and Title 5 CAC 3061 and 3062. Education Code 17604 which requires that all contracts to be approved by the Governing Board.

Additional Information:

See ISA 17-18 Report #112.

ATTACHMENTS

- [Individual Service Agreements -04252018.pdf](#)

ISA 17-18 Report #12

Non Public School/Non Public Agency	Date of Master Contract	Individual Service Agreement Amount	Individual Service Agreement <u>Revised</u> Amount	Reason
Leeway School 2011259103	12/13/2017	\$16,091.28	\$23,781.90	Add lunch and transportation costs. Amend individual counseling.
Club 21 Learning & Resource Center 7713283566	01/21/2018	\$550.00	\$6,600.00	Add costs for Inclusion Specialist Services
Center for Vision Development 5564814748	04/26/2017	\$4,950.00	\$5,160.00	Update costs of services.
Leroy Haynes 9760945770	09/27/2017	\$47,717.28	\$49,682.88	Add Intensive Individual Services,
Autism Spectrum Therapies 4091955210	09/13/2017	\$900.00	\$1,100.00	Error on Original Amount of Services

Agenda Item Details

Meeting Date: 2018-04-25 19:00:00

AGENDA ITEM TITLE:

6. 17/18-1126 - AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING BETWEEN AZUSA UNIFIED SCHOOL DISTRICT AND MONROVIA UNIFIED SCHOOL DISTRICT

RECOMMENDATION

The Board of Education is requested to approve an Amendment to the Memorandum of Understanding (MOU) between the Azusa Unified School District and the Monrovia Unified School District to the duration of the agreement for the California Career Technical Education Incentive Grant (CTEIG).

Rationale:

On March 23, 2016, the MOU with Azusa was entered into with a duration term from April 5, 2016 through June 30, 2017. This Amendment revises the term from a fixed term to an open-ended duration which renews annually for the duration of the receipt of CTEIG funds unless otherwise modified or termination by either party with 30-days notice.

Budget Implication (\$ Amount):

There are no budget implications associated with this Amendment.

Additional Information:

A copy of the Amendment to the Memorandum of Understanding is attached.

ATTACHMENTS

- [Azusa CTEIG MOU Amendmt 4-25-18.pdf](#)

California Career Technical Education Incentive Grant (CTEIG)
A Memorandum of Understanding
Amendment to Duration of Agreement

Duration of Memorandum of Understanding

The Grant Term of this MOU shall be for one year beginning on the start date of the original agreement dated April 5, 2016 and shall be renewable annually for the duration of the receipt of CTEIG funds unless otherwise modified or terminated by either party 30 days following the effective date of such written notice.

Approved By

_____ Monrovia Unified School District

_____ Azusa Unified School District

_____ Katherine Fundukian Thorossian
Print Name

Print Name

_____ Superintendent
Title

Title



Signature

Signature

_____ 4/25/18
Date

Date

**California Career Technical Education Incentive Grant (CTEIG)
A Memorandum of Understanding**

The following is a Memorandum of Understanding (MOU) Between Azusa Unified School District (hereinafter referred to as AUSD), and Monrovia Unified School District (hereinafter referred to as "District") concerning the award, allocation and required use of funds confirmed in the California Career Technical Education Incentive Grant (CTEIG).

I. Background

The California Career Technical Education Incentive Grant Program is established as a state education, economic, and workforce development initiative with the goal of providing students with the knowledge and skills necessary to transition to employment and postsecondary education. The purpose of this program is to encourage and maintain the delivery of career technical education programs by District, who is acting as a participating district for this Grant, during the implementation of the Local Control Funding Formula (LCFF).

AUSD has been elected to be the fiscal lead by the Foothill Consortium, a designated group of districts that includes AUSD and District, and has been assigned the sole responsibility to acquire, manage and report all uses of Grant funds in compliance with the California Career Technical Education Incentive Grant Program. All districts participating in the Program have agreed to deliver to all terms and conditions set forth in this Memorandum in order for AUSD to fully comply with all Program eligibility requirements.

II. Duration of Memorandum of Understanding

The Grant Term of this MOU shall be from April 5, 2016 through and including June 30, 2017 unless modified or terminated in writing. Termination can be exercised by either party 30 days following the effective date of such written notice.

III. Amount Awarded

For the Grant Term ending June 30, 2017, the Foothill Consortium has been awarded \$550,000, a portion of which shall be made available to District according to Addendum A. The grant payments will be dispersed to the Foothill Consortium based on the following schedule for each Grant Term: 50%, or \$275,000 upon receipt of a signed Grant Award Notification; 40%, or \$220,000 following receipt of CALPADS data report, annual progress report, and end-of-year fiscal report on PGMS; and the final 10% or \$55,000 following verification of matching funds, goal coded 3800, 6000, and any other CTE grants. Funding for subsequent Grant Term(s) will be subject to performance data and CDE review.

IV. Responsibilities of the Parties

District:

- A. Identify one district office individual and one site contact from each participating high school to work with AUSD staff in the implementation of career pathways at participating high schools.
- B. Report a proportional dollar-for-dollar match for any funding received from the CTEIG as follows:
 1. For the existing Grant Term, report the matching funds for the fiscal year beginning July 1, 2015, one dollar (\$1) for every one dollar (\$1) received,
 2. For subsequent Grant Term, report the matching funds for the fiscal year beginning July 1, 2017, one dollar and fifty cents (\$1.50) for every one dollar (\$1) received,
 3. For subsequent Grant Term, report the matching funds for the fiscal year beginning July 2018, two dollars (\$2) for every one (\$1) received.

It is understood by all parties that the actual total amount of fundable dollars to each district will be limited by their abilities to match up their respective grant dollars through the third year of funding, and sustain that matching fund level for 3 additional years. All matching funds must be matched in accordance to the requirements of the CTEIG rules.

A Memorandum of Understanding

Page 2 of 2

AUSD:

AUSD shall assure that all districts participating under this MOU will meet all of the grant requirements as delineated in the RFP as follows:

- A. Offer high quality curriculum and instruction aligned with California Career Technical Education Model Curriculum Standards.
- B. Provide pupils with quality career exploration and guidance.
- C. Provide pupil support services, including counseling and leadership development.
- D. Provide for system alignment, coherence, and articulation, including ongoing and structural regional or local partnerships with postsecondary education institutions, documented through formal written agreements.
- E. Form ongoing and structural industry and labor partnerships documented through formal written agreements and through participation on advisory committees.
- F. Provide opportunities for pupils to participate in after school, extended day, and out-of-school internships, competitions, and other work-based learning opportunities.
- G. Reflect regional or local labor market demands and focus on current and emerging high-skills, high-wage, or high-demand occupations.
- H. Provide programs that lead to an industry-recognized credential or certificate, or appropriate postsecondary training or employment.
- I. Provide skilled teachers with appropriate credentials, as well as skilled administrators and support staff members.
- J. Report data as a program participation requirement to allow for evaluation of the program.

V. Additional Provisions

- A. The duly authorized officials of each respective party enter into this MOU.
- B. It is understood by both parties that each will fulfill its responsibility under the MOU in accordance with the provisions of law and regulations that govern their activities.
- C. Nothing in this MOU is intended to negate or otherwise render ineffective any previous agreements.
- D. This MOU may be amended by the mutual written consent of the parties.
- E. No amendment, modification or alteration in the terms of the MOU shall be binding on either party unless submitted in writing.

Approved By

Monrovia Unified School District

Azusa Unified School District

Katherine F. Thorossian

Linda Kaminski, Ed.D.

Print Name

Print Name

Superintendent

Superintendent

Title

Title





Signature

Signature

March 23, 2016

April 5, 2016

Date

Date

Agenda Item Details

Meeting Date: 2018-04-25 19:00:00

AGENDA ITEM TITLE:

7. 17/18-2096 - PURCHASE ORDERS AND PAYMENT OF BILLS

RECOMMENDATION

The Board of Education is requested to ratify purchase orders in the amount of \$752,937.51 issued March 12, 2018, through April 9, 2018, and payments in the amount of \$6,163,134.39 issued March 15, 2018 through April 9, 2018.

Rationale:

In accordance with the California Education Code 42647, the Board of Education shall approve all payments and purchase orders. All payments and purchase orders submitted have been processed following the accounting practices upheld by the California School Accounting Manual.

Background:

Purchase orders are generated by the Purchasing Department for goods and services in order to encumber available funds prior to being submitted to the Fiscal Services Department for payment. After verification of the receipt of goods or services in accordance with the order as placed, the payment for such goods or services is processed. Voluntary deductions and fringe benefit payments are issued after the payroll reconciliation of employee and employer authorized contributions. The payroll warrants are issued only to those employees who have been approved through the Personnel Assignment Report process.

Budget Implication (\$ Amount):

All payments are paid from the appropriate fund balances, maintaining the integrity of the budget.

Legal References:

California Education Code 42647 states that the Board of Education shall approve all payments and purchase orders.

Additional Information:

Copies of the detailed Purchase Order and Warrant Summary reports are attached.

ATTACHMENTS

- [17/18-2096 - Purchase Order Rpt 4-25-18.pdf](#)

April 25, 2018

SUBMITTED FOR RATIFICATION: April 11, 2018

PRINTED: March 12 – April 9, 2018

Purchase Order: P18-1704 – P18-1836

Purchase orders printed out of sequence: None

Change Orders: P18-0152, P18-0375, P18-0387, P18-0393, P18-0396,
P18-0398, P18-0404, P18-0407, P18-0472, P18-0473,
P18-0580, P18-0596, P18-0648, P18-0819, P18-1227,
P18-1230, P18-1236, P18-1414, P18-1476, P18-1629,
P18-1693, P18-1694

Purchase orders excluded from sequence: P18-1729

Fund Summary

General Fund (01)	\$	723,185.14
Adult Education Fund (11)		4,048.97
Child Development Fund (12)		8,160.00
Deferred Maintenance Fund (14)		13,848.00
Enterprise Fund (63)		<u>3,695.40</u>
Total.....	\$	<u>752,937.51</u>

RECOMMENDED: April 25, 2018

Board Report Worksheet
April 25, 2018

<u>Fund</u>		<u>P0</u>	<u>CHANGE</u>	<u>OLD</u>	<u>NEW</u>
Fund 01		P18-0152	1,000.00	3,000.00	4,000.00
648,544.34		P18-0375	1,000.00	1,500.00	2,500.00
		P18-0387	4,000.00	327.75	4,327.75
		P18-0393	500.00	10,000.00	10,500.00
		P18-0396	5,000.00	10,000.00	15,000.00
		P18-0398	1,000.00	1,500.00	2,500.00
		P18-0404	200.00	2,000.00	2,200.00
		P18-0407	500.00	1,000.00	1,500.00
		P18-0472	2,000.00	6,000.00	8,000.00
		P18-0473	750.00	5,000.00	5,750.00
		P18-0580	1,965.60	47,717.28	49,682.88
		P18-0596	250.00	2,500.00	2,750.00
		P18-0648	2,600.00	1,800.00	4,400.00
		P18-0819	25,000.00	55,566.00	80,566.00
		P18-1227	8,000.00	14,536.32	22,536.32
		P18-1236	11,030.00	27,000.00	38,030.00
		P18-1414	-263.00	935.00	672.00
		P18-1476	318.20	4,372.03	4,690.23
		P18-1693	2,100.00	5,700.00	7,800.00
		P18-1694	7,690.00	16,091.28	23,781.28
	723,185.14	Total	74,640.80		
Fund 11		P0	CHANGE	OLD	NEW
4,192.63		P18-1230	-295.45	404.73	109.28
		P18-1629	151.79	323.03	474.82
	4,048.97		0.00		
		Total	-143.66		
Fund 12		P0	CHANGE	OLD	NEW
8,160.00					
	8,160.00		0.00		
		Total	0.00		
Fund 14		P0	CHANGE	OLD	NEW
13,848.00			0.00		
	13,848.00		0.00		
		Total	0.00		
Fund 63		P0	CHANGE	OLD	NEW
3,695.40			0.00		
			0.00		
	3,695.40		0.00		
		Total	0.00		
678,440.37			74,497.14	Total of change notice amount	
	752,937.51		678,440.37	Total of all funds per Escape report	
			752,937.51	Actual funds spent during the period	

Includes Purchase Orders dated 03/12/2018 - 04/09/2018

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
P18-1704	BEARCOM	0002	Radios for Mayflower	01-4310	1,160.63
P18-1705	MAINTEX INC.	0050	Inventory Items	01-9320	1,138.45
P18-1706	California Dance Institute	0014	California Dance Institute Program	01-5850	10,126.00
P18-1707	AMAZON.COM	0015	Replacement Battery for Hoyer Lift @ MHS	01-4491	277.04
P18-1708	HEINEMANN	0003	Instructional Materials	01-4310	522.81
P18-1709	Premier Lighting & Production	0028	Light sockets for TPAC	63-4390	547.50
P18-1710	AMAZON.COM	0028	CD player for After School Music	01-4410	149.99
P18-1711	DOCUMENT TRACKING SERVICES	0014	Licensing Fee	01-5841	3,000.00
P18-1712	CALIFORNIA CITY SCHOOL SUPERIN TENDENTS WHITTIER CITY SD	0012	Ca City Superintendents Conf Apr 19-20 (1)	01-5220	175.00
P18-1713	So Cal Superintendents c/o La ke Elsinore USD	0012	SoCal Superintendent's Meeting 3/16/18	01-5220	50.00
P18-1714	AMAZON.COM	0014	Summer School Supplies	01-4310	500.36
P18-1715	AMAZON.COM	0006	Science Class Supply	01-4310	44.52
P18-1716	ROSS OCTOBER	0001	COTSEN Reimbursement	01-4310	112.53
P18-1717	ARCADIA PARTY RENTALS	0028	Setup & Rentals for Interactive Event	63-5610	1,902.90
P18-1718	DEMCO	0006	Library Furniture - paid by PTSA	01-4390	1,420.64
P18-1719	ACSA Region 15	0006	ACSA Region XV Awards Banquet (2)	01-5220	100.00
P18-1720	IMPRINTABILITY JENNIFER STONE	0008	Business Cards for N. Putirka	01-5891	38.33
P18-1721	MOSS, LEVY & HARTZHEIM, LLP	0040	Audit Contract - 2017-18	01-5822	30,649.00
P18-1722	BEARCOM	0002	Radios for Monrovia HS	01-4390	2,277.47
P18-1723	FAGEN FRIEDMAN & FULFROST, LLP	0015	General Legal Matters	01-5821	19,758.78
P18-1724	Fortress Termite Company	0046	Fumigation Services	14-5890	13,848.00
P18-1725	AARDVARK CLAY & SUPPLIES, INC.	0008	Ceramics Supplies	01-4310	1,103.10
P18-1726	AARDVARK CLAY & SUPPLIES, INC.	0008	Open PO - Ceramics	01-4310	1,500.00
P18-1727	PAC WEST AIR FILTER	0047	Air Filters All Sites	01-4380	6,867.22
				01-5630	3,632.01
P18-1728	U.S. POSTMASTER / POST-OFFICE	0040	Deposit to Permit #35	01-5920	1,885.00
P18-1730	Comfort Wear outlet	0050	Uniforms - Transportation	01-4390	786.12
P18-1731	FAGEN FRIEDMAN & FULFROST, LLP	0012	Legal Fees for Parent	01-5821	217.00
P18-1732	American Red Cross	0010	CNA Testing, Skills and Written	11-5889	1,575.00
P18-1733	MONROVIA READS	0012	Monrovia Reads Event (1)	01-5220	60.00
P18-1734	MONROVIA CHAMBER OF COMMERCE	0012	Monrovia Chamber of Commerce 2018 Board Lunches	01-5220	175.00
P18-1735	AMAZON.COM	0010	Supplies for Auto Class	11-4310	170.89
P18-1736	HIGH PERFORMANCE COMPUTERS ATT N: MIKE	0008	Replacement EL Printers	01-4340	437.98

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Includes Purchase Orders dated 03/12/2018 - 04/09/2018

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
P18-1737	Mercer Consumer Health & Benefits Administration LLC	0010	Student Blanket Liability for Medical Students	11-5890	1,153.75
P18-1738	Monrovia H.S/ASB	0040	Merchandise for Jesieusa	63-4390	65.00
P18-1739	JUE WU	0040	Mileage,Meals,Lodging Annual CASH Conference	01-5220	1,105.42
P18-1740	CDW-G COMPUTER CTRS, INC.	0040	District replacement projector lamps	01-4310	259.52
P18-1741	DON PUNGPRECHAWAT	0022	Mileage Don for 02/2018	01-5250	46.33
P18-1742	IMS COMMERCIAL ICE SYSTEMS	0008	REPAIR ATHLETICS ICE MACHINE(R02798)	01-5630	750.00
P18-1743	ULINE WWW.ULINE.COM	0050	Open PO for Warehouse Supplies	01-4390	600.00
P18-1744	QUINTRON SYSTEMS INC.	0010	Install 2 Cat6 OSP at Santa Fe Location	11-5630	1,254.95
P18-1745	EVERYDAY SPEECH LLC	0014	Video library yearly subscription - Social Skills	01-4310	410.57
P18-1746	GUITAR CENTER	0004	PA System	01-4310	491.66
P18-1747	TERESA MACIAS	0001	COTSEN Reimbursement	01-4310	1,727.98
P18-1748	AMAZON.COM	0004	"No Student Drop Off" Signs	01-4390	54.73
P18-1749	Kymberly Hirst	0015	Mileage Allowance for Kymberly Hirst	01-5250	29.65
P18-1750	Kymberly Hirst	0015	Mileage Allowance for Kymberly Hirst	01-5250	90.84
P18-1751	CHAMPION CHEMICAL ATTN: ANDY E LLIS	0050	Warehouse Inventory items	01-9320	1,225.17
P18-1752	MAXIM HEALTHCARE SERVICES, INC	0015	LVN services for health office	01-5810	16,260.30
P18-1753	AMAZON.COM	0004	Printers for S.J. & Rm. 13	01-4490	687.64
P18-1754	Shoot-A-Way Inc	0008	Basketball- Shooting Machine	01-6490	7,408.00
P18-1755	POCKET NURSE CORPORATE COMPLEX	0010	Supplies for MA Class	11-4310	38.04
P18-1756	RICOH BUSINESS SYSTEMS	0009	Office supplies	01-4350	83.04
P18-1757	Jennifer Kwan	0014	Mileage to LCAP & Illuminate Conferences	01-5220	225.65
P18-1758	PAULINE MARISCAL	0014	Mileage to MAS Bilingual Meetings	01-5220	48.56
P18-1759	DELMA CARDENAL	0014	Mileage to ELPAC & MAS Bilingual Training	01-5220	46.95
P18-1760	JENNIFER MALJIAN	0014	Mileage & Parking For CAASPP Institute	01-5220	46.32
P18-1761	RICHARD MORRISON	0014	Mileage & Parking For CAASPP Institute	01-5220	46.32
P18-1762	NANCY REYES	0014	Mileage & Meals for Illuminate National Conference	01-5220	208.43
P18-1763	BRIAN ILHARREGUY	0014	Mileage & Meals for Illuminate National Conference	01-5220	198.30
P18-1764	RICHARD MORRISON	0014	Mileage,Meals,Lodging for Illuminate National Conf	01-5220	448.01
P18-1765	ROB HAMMOMD	0016	Mileage to CSBA Annual Conference	01-5220	136.96
P18-1766	BRYAN WONG	0016	Mileage to CSBA Annual Conference	01-5220	136.96
P18-1767	ED GILILLAND	0016	Mileage to CSBA Annual Conference	01-5220	136.96
P18-1768	Terrence Williams	0016	Mileage to CSBA Annual Conference	01-5220	136.96

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Includes Purchase Orders dated 03/12/2018 - 04/09/2018

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
P18-1769	CHRIS RICH	0016	Mileage to CSBA Annual Conference	01-5220	136.96
P18-1770	MARIA AKL	0004	Mileage to TEAL Meeting	01-5220	13.19
P18-1771	TRINITY WEDGEWORTH	0008	Mileage to LACOE for Science Conference	01-5220	26.05
P18-1772	Kimberly Pinckard	0009	Meals,Registration,Lodging for Independent Conf	01-5220	1,163.14
P18-1773	AMAZON.COM	0009	Security Vest Uniform	01-4350	38.60
P18-1774	JOSTEN'S	0008	Graduation Diplomas	01-4390	1,332.37
P18-1775	LAKESHORE LEARNING MATERIALS	0008	Sp.Ed. Supplies	01-4310	54.74
P18-1776	SHI INTERNATIONAL CORP	0022	Software License	01-5841	810.00
P18-1777	PASADENA DELTA FOUNDATION YAAW C c/o Denise Jones	0014	Young African American Women's Conference	01-5881	175.00
P18-1778	STS Education	0022	Technology Server	01-4440	1,636.99
P18-1779	AMAZON.COM	0014	Summer School Supplies - Wild Rose	01-4310	372.71
P18-1780	Litereracy Resources, Inc	0014	Summer School Supplies - Wild Rose	01-4310	492.68
P18-1781	CURRICULUM ASSOCIATES, INC.	0014	Summer School Supplies - Wild Rose	01-4310	645.17
P18-1782	SCHOLASTIC INC.	0014	Summer School Supplies - Wild Rose	01-4310	983.04
P18-1783	CITY OF MONROVIA	0040	Police False Alarms - 2 incidents	01-5819	150.00
P18-1784	CITY OF MONROVIA	0040	Police False Alarm - 4 incidents	01-5819	300.00
P18-1785	SIL JOH	0014	Professional Development	01-5850	1,500.00
P18-1786	EHP International Inc	0006	STEM Lab 75-inch Interactive Display	01-4410	4,104.06
P18-1787	AMAZON.COM	0015	Supplies for SELPA	01-4310	240.68
P18-1788	SCHOOL SERVICES OF CALIFORNIA	0014	Governor's Budget May Revise Workshop	01-5220	525.00
P18-1789	POWELL CAMERA SHOP	0008	Photography Class Supplies	01-4410	879.13
P18-1790	Matt Dayton	0014	Robotics materials	01-4310	588.61
P18-1791	NEW PIG CORP.	0049	Bus Mechanic supply	01-4360	884.38
P18-1792	SOUTHWEST SCHOOL & OFFICE SUPPLY	0050	Warehouse Inventory Items	01-9320	2,363.14
P18-1793	BANGKIT (USA) INC	0050	Warehouse Inventory Items	01-9320	513.25
P18-1794	OFFICE DEPOT	0050	Warehouse Inventory Items	01-9320	1,368.31
P18-1795	California School-Age Consorti	0025	Science Action Club Curriculum for VESP	01-4210	200.00
P18-1796	BEST BUY SCHEE MOUA, ACCOUNT MANAGER	0008	Headsets	01-4310	492.06
P18-1797	NIC PARTNERS INC	0022	Teleworker Gateway - VPN firewall	01-4340	336.06
				01-5841	305.50
P18-1798	DaFang Holiday Inc	0016	Visa needed for International Trip	63-5220	180.00
P18-1799	ORIENTAL TRADING CO., INC. RICH HOUSLEY	0014	Summer School Supplies - Plymouth	01-4310	738.52
P18-1800	AMAZON.COM	0014	Summer School Supplies - Plymouth	01-4310	56.34

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Includes Purchase Orders dated 03/12/2018 - 04/09/2018

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
P18-1801	B & H	0008	Video Production Class Supplies	01-4310	1,954.92
				01-4410	631.59
P18-1802	SUSANNE KOON	0014	Reimbursement for Instructional Supplies	01-4310	411.74
P18-1803	AMAZON.COM	0008	Video Production Class Supplies	01-4310	411.61
				01-4410	132.98
P18-1804	HEINEMANN	0014	Summer School Supplies - Plymouth	01-4310	2,102.49
P18-1805	AMAZON.COM	0015	Supplies for SPED and SELPA	01-4310	2.37
				01-4390	57.83
P18-1806	MARTHA MONCADA	0003	Reimbursement	01-4310	8.96
P18-1807	AMANDA VELEZ-BUCK	0005	COTSEN Reimbursement	01-4310	50.00
P18-1808	Elva Enciso	0005	COTSEN Reimbursement	01-4310	20.00
P18-1809	ALISON MELOSERDOFF	0005	COTSEN Reimbursement	01-4310	31.76
P18-1810	DANA ELLIOTT	0005	COTSEN Reimbursement	01-4310	220.54
P18-1811	DANA ELLIOTT	0005	COTSEN Reimbursement	01-4310	198.00
P18-1812	CITY OF MONROVIA	0040	Police False Alarms (3 incidents)	01-5819	225.00
P18-1813	PENNY FRAUMENI	0030	Open PO for CELC Director	01-5850	1,440.00
				12-5850	8,160.00
P18-1814	SAN DIEGO CENTER OF CHILDREN ACADEMY	0015	Basic Ed for Sp Ed Student (AB 114 Funding)	01-5110	121,147.03
				01-5150	1,920.00
P18-1815	Leah Ellenberg, PhD	0015	Neuro Psychological Evaluation for Sp Ed Student	01-5150	5,500.00
P18-1816	OFFICE DEPOT	0015	File Folders for Student Files @ Sp Ed Office	01-4390	98.52
P18-1817	CATALYST SLP	0015	ESY2017 SLP Services	01-5150	6,120.00
P18-1818	ALHAMBRA USD	0015	Registration Fees for SELPA Conference	01-5220	40.00
P18-1819	ALMANSOR EDUCATION CTR	0015	Residential Services and Ed for Sp Ed student	01-5110	23,119.80
				01-5112	8,774.70
				01-5150	3,248.03
P18-1820	CPI	0015	Annual Membership Fee for CPI	01-5310	150.00
P18-1821	OBDULIA MORENO	0030	Mileage to HRS Training @ LACOE	01-5220	22.67
P18-1822	OFFICE DEPOT	0015	Two Hole Punch for Sp Ed Office	01-4390	21.89
P18-1823	OFFICE DEPOT	0015	Supplies for Sp Ed and SELPA	01-4310	36.49
				01-4390	892.20
P18-1824	STERICYCLE	0040	Biohazardous Waste Sharps Pick up	01-5890	185.48
P18-1825	DSK LLP DSK ARCHITECTS	0050	Prop 39 Architectural Service	01-5810	157,000.00
P18-1826	Little Diversified Architectural Consulting, Inc.	0050	Prop 39 Architectural Service	01-5810	144,200.00
P18-1827	Mitchell Kaplan	0028	Interactive Event 2018 Accompanist	63-5850	300.00
P18-1828	David Turch and Associates	0012	Lobbying & Consultant Services (Dec-Feb)	01-5850	5,000.00
P18-1829	Coordinated Print Services LLC	0012	Printing Fees for Marketing Materials	01-5891	2,579.44
P18-1830	Golden State Mailing LLC	0012	Server Fees for Email Blast (Nov-Jan)	01-5844	225.00

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Includes Purchase Orders dated 03/12/2018 - 04/09/2018

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
P18-1831	Fein Image Brian Feinzimer	0028	Interactive Event Photography Service	63-5850	500.00
P18-1832	Micael Egghorn	0028	Tune Baby Grand Piano at MHS	63-5630	200.00
P18-1833	Rivers Law Office	0015	Settlement agreement OAH #2018020349	01-5821	5,000.00
P18-1834	HEATHER POVINELLI	0001	COTSEN Reimbursement	01-4310	1,062.84
P18-1835	U.S. POSTMASTER / POST-OFFICE	0040	Postage to Mail MHS Report Cards	01-5920	762.57
P18-1836	Flintridge Tree Care	0046	Removal and Trim of trees at Bradoaks	01-5630	8,900.00
Total Number of POs				132	
				Total	678,440.37

Fund Recap

Fund	Description	PO Count	Amount
01	General Fund	119	648,544.34
11	Adult Education Fund	5	4,192.63
12	Child Development Fund	1	8,160.00
14	Deferred Maintenance Fund	1	13,848.00
63	Enterprise Fund	7	3,695.40
		Total	678,440.37

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

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Includes Purchase Orders dated 03/12/2018 - 04/09/2018

PO Changes

	<u>New PO Amount</u>	<u>Fund/ Object</u>	<u>Description</u>	<u>Change Amount</u>
P18-0152	4,000.00	01-4310	General Fund/Materials and Supplies	3,000.00-
P18-0387	4,327.75	01-4380	General Fund/Maintenance Supplies	327.75-
P18-0393	10,500.00	01-4380	General Fund/Maintenance Supplies	10,000.00-
P18-0396	15,000.00	01-4380	General Fund/Maintenance Supplies	5,000.00-
		01-5630	General Fund/Repairs	5,000.00-
			Total PO P18-0396	10,000.00-
P18-0398	2,500.00	01-4350	General Fund/Office Supplies	1,500.00-
P18-0404	2,200.00	01-4380	General Fund/Maintenance Supplies	2,000.00-
P18-0407	1,500.00	01-5610	General Fund/Rentals/Leases	1,000.00-
P18-0472	8,000.00	01-4310	General Fund/Materials and Supplies	6,000.00-
P18-0473	5,750.00	01-4390	General Fund/Other Supplies	750.00-
P18-0580	49,682.88	01-5110	General Fund/Contract Svcs (Subagreements)	31,128.00-
		01-5150	General Fund/Consultants - Subagreements	16,589.28-
			Total PO P18-0580	47,717.28-
P18-0596	2,750.00	01-4310	General Fund/Materials and Supplies	250.00
P18-0648	4,400.00	01-5850	General Fund/Conslt/Ind Contractors(NonEmp)	1,800.00-
P18-1227	22,536.32	01-5150	General Fund/Consultants - Subagreements	14,536.32-
P18-1230	109.28	11-4310	Adult Education Fund/Materials and Supplies	404.73-
P18-1414	672.00	01-4491	General Fund/Medical Equipment	263.00-
P18-1476	4,690.23	01-4210	General Fund/Books & Oth Reference Material	318.20
P18-1629	474.82	11-4310	Adult Education Fund/Materials and Supplies	151.79
P18-1678	2,049.28	01-4310	General Fund/Materials and Supplies	2,088.67-
P18-1693	7,800.00	01-5150	General Fund/Consultants - Subagreements	5,700.00-
P18-1694	23,781.28	01-5110	General Fund/Contract Svcs (Subagreements)	14,651.28-
		01-5150	General Fund/Consultants - Subagreements	1,440.00-
			Total PO P18-1694	16,091.28-
			Total PO Changes	120,959.04-

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

Page 6 of 6

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**RATIFICATION OF WARRANTS
RECOMMENDED FOR BOARD APPROVAL
April 25, 2018**

ACCOUNTS PAYABLE:

DATE ISSUED: March 15, 2018 through April 9, 2018

Batch Numbers:	0829-0848	\$ <u>1,093,630.94</u>
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PAYROLL:

FOR THE MONTH OF: March, 2018

Certificated Salaries and Wages	\$ 2,586,702.58
Classified Salaries and Wages	\$ 1,173,005.46
Retirement Contributions	\$ 511,758.91
Health & Welfare Contributions	\$ 669,796.34
Employer Payroll Taxes	\$ <u>128,240.16</u>
Total Salary and Benefit:	\$ <u>5,069,503.45</u>

TOTAL DISTRICT ACCOUNTS:	\$ <u><u>6,163,134.39</u></u>
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Agenda Item Details

Meeting Date: 2018-04-25 19:00:00

AGENDA ITEM TITLE:

8. 17/18-2097- DISTRICT CASH RECEIPTS

RECOMMENDATION

The Board of Education is requested to receive District cash receipts; Deposit Report No. 39 through No. 40 deposited March 29, 2018, through April 9, 2018, for a total amount of \$369,705.19.

Rationale:

The District cash receipts are presented to keep the Board apprised of all monetary transactions not processed through wire transfers from the Department of Finance or the Los Angeles County Office of Education.

Background:

Budget Implication (\$ Amount):

Budget adjustments will be made if the funds received are not currently in the budget.

Additional Information:

Copies of Deposit Report #39 through #40 are attached.

ATTACHMENTS

- [17/18-2097 - Deposit Rpt # 39- 042518.pdf](#)

DEPOSIT REPORT

3/29/2018

DEP #39

ACCOUNT	AMOUNT	
01.0-00000.0-00000-00000-8650-3060000	\$ 4,882.46	Leases & Rentals/Buddhist
01.0-00000.0-00000-00000-8699-0000000	109.14	Other Local Income
01.0-00000.0-00000-82000-8650-6010040	1,950.00	Leases & Rentals/Utilities
01.0-00000.0-00000-82100-8650-6010040	4,071.00	Leases & Rentals/Labor
01.0-56401.0-00000-00000-8290-0000000	6,515.79	Medi-Cal
01.0-56402.0-00000-00000-8290-0000000	4,343.86	Medi-Cal 40%
01.0-90109.0-00000-00000-8699-2010000	(20.00)	Adj/Donations
01.0-90109.0-00000-00000-8699-2030000	1,348.00	Donations
01.0-90109.0-00000-00000-8699-6010035	1,000.00	Donations
01.0-90112.0-00000-00000-8699-0000000	2,000.00	Donations/MEO
01.0-90210.0-00000-00000-8650-2020000	4.00	Leases & Rentals
01.0-90210.0-00000-00000-8650-2040000	6.00	Leases & Rentals
01.0-90210.0-00000-00000-8650-3060000	88.80	Leases & Rentals
01.0-90210.0-00000-00000-8650-3070000	58.20	Leases & Rentals
01.0-90210.0-00000-00000-8650-4080000	324.00	Leases & Rentals
01.0-90210.0-00000-00000-8650-6000000	4,329.00	Leases & Rentals
01.0-90305.0-00000-00000-8699-2020000	110.00	Materials Contribution/Mayflower
01.0-90501.0-00000-00000-8689-0000000	25,335.29	Village Program/Parent Contributions
01.0-90801.0-00000-00000-8689-0000000	713.25	Pupil Transportation
01.0-93100.0-00000-00000-8699-2020000	26,663.42	Donations/Mayflower
01.0-30100.0-11100-10000-5841-6000000	41,500.00	Abate/Refund/Fees
Subtotal	<u>125,332.21</u>	General Fund
11.0-90109.0-00000-00000-8699-0000000	83.81	Donations
Subtotal	<u>83.81</u>	Adult Education Fund
13.0-53100.0-00000-37000-8634-0000000	2,915.59	Food Services Sales
Subtotal	<u>2,915.59</u>	Food Services Fund
25.0-95500.0-00000-00000-8681-0000000	4,971.68	Developer Fees
Subtotal	<u>4,971.68</u>	Capital Facilities Fund
63.0-90123.0-00000-00000-8699-0000000	17,045.00	LKT PAC Donations
Subtotal	<u>17,045.00</u>	Enterprise Fund
Total	<u>\$ 150,348.29</u>	

DEPOSIT REPORT

4/9/2018

DEP #40

ACCOUNT	AMOUNT	
13.0-53100.0-00000-37000-8220-0000000	\$ 154,748.70	Fed Reimb SNP
13.0-53100.0-00000-37000-8520-0000000	12,205.90	State Reimb SNP
13.0-53201.0-00000-37000-8220-0000000	51,882.92	Fed Reimb CACFP
13.0-53203.0-00000-37000-8220-0000000	121.19	Fed Reimb CACFP
13.0-53204.0-00000-37000-8220-0000000	<u>398.19</u>	Fed Reimb CACFP
Total	<u>\$ 219,356.90</u>	Food Services Fund

Agenda Item Details

Meeting Date: 2018-04-25 19:00:00

AGENDA ITEM TITLE:

9. 17/18-2098 - BUDGETARY TRANSFERS AND REVISIONS

RECOMMENDATION

The Board of Education is requested to approve the budgetary adjustments as submitted.

Rationale:

Due to the fact that actual information regarding all income and expenditures is not available when the Adopted Budget is approved, periodically budgetary adjustments must be made.

Background:

There are two major types of adjustments that affect the status of the budget: Budget Transfer- 1) Transfers between major expenditure classifications with no change in revenues and no change in ending fund balances. Budget Revision- 2) Increases or decreases in income and expenditures that result from: • Augmented or reduced entitlements in federal and state projects. • Approval of grant letters for federal and state programs. • Recertification of state apportionments. • Miscellaneous income receipts. • Miscellaneous expenditure adjustments.

Budget Implication (\$ Amount):

No impact on fund balance. (See additional information)

Legal References:

California Education Code 42600 states that the total amount budgeted for each major classification of school district expenditures shall be the maximum amount which may be expended for that classification of expenditures for the school year. Transfers may be made between expenditure classifications at any time with approval of the board of education.

Account:

N/A

Additional Information:

These budget transfers between expenditure classifications have no impact on the fund balance. Increases and decreases in expenditures in these budget revisions are off-set by revenue adjustments or are taken from the prior year restricted ending balances and have no impact on the unrestricted fund balance.

ATTACHMENTS

- [17/18-2098 -Budgetary Transfers -4-25-18.pdf](#)

**FISCAL SERVICES DEPARTMENT
Fiscal Year 2017 - 2018**

Board Report:
Budget Revision

Board Meeting Date:
4/25/2018

GENERAL FUND #01.0

BUDGET REVISION

<u>DESCRIPTION</u>	<u>AMOUNT BUDGETED</u>	<u>TOTAL ALLOCATION</u>	<u>RATIONALE</u>
RESTRICTED FEDERAL RESOURCES			
# 35500.0 - VOC. & TECH. EDUC. ACT			
Services/Other Operations	(\$4,384.00)	(\$4,384.00)	Budget Allocation
Indirect Costs	(\$220.00)	(\$220.00)	
All Other Federal Revenues	\$4,604.00	\$4,604.00	Budget Allocation
Total Restricted Federal Resources	<u>\$0.00</u>	<u>\$0.00</u>	
RESTRICTED STATE RESOURCES			
# 62300.0 - CLEAN ENERGY JOBS			
Advertising for Bids	\$2,025.00	\$2,025.00	Budget Allocation
Consultants/Independent Contractors	\$310,000.00	\$310,000.00	Budget Allocation
All Other State Revenues	(\$312,025.00)	(\$312,025.00)	Budget Allocation
Total Restricted State Resources	<u>\$0.00</u>	<u>\$0.00</u>	
RESTRICTED LOCAL RESOURCES			
#90109.0 - DONATIONS			
BRADOAKS			
Books and Supplies	\$680.00	\$680.00	Budget Allocation
PERSONNEL COMMISSION			
Books and Supplies	\$1,000.00	\$1,000.00	Budget Allocation
# 90112.0 - DONATIONS - ELEM. OLYMPICS			
Books and Supplies	\$2,000.00	\$2,000.00	Budget Allocation
# 90210.0.0 - USE OF FACILITIES			
BRADOAKS			
Books and Supplies	\$9.00	\$9.00	Budget Allocation
MAYFLOWER			
Books and Supplies	\$10.00	\$10.00	Budget Allocation
MONROE			
Books and Supplies	\$9.00	\$9.00	Budget Allocation
PLYMOUTH			
Books and Supplies	\$37.00	\$37.00	Budget Allocation
CLIFTON			
Books and Supplies	\$108.00	\$108.00	Budget Allocation
SANTA FE			
Books and Supplies	\$58.00	\$58.00	Budget Allocation
MHS			
Books and Supplies	\$556.00	\$556.00	Budget Allocation
DISTRICT			
Books and Supplies	\$7,088.00	\$7,088.00	Budget Allocation

**FISCAL SERVICES DEPARTMENT
Fiscal Year 2017 - 2018**

Board Report:
Budget Revision

Board Meeting Date:
4/25/2018

GENERAL FUND #01.0

BUDGET REVISION

<u>DESCRIPTION</u>	<u>AMOUNT BUDGETED</u>	<u>TOTAL ALLOCATION</u>	<u>RATIONALE</u>
# 90221.0 - LKT - PAC - MHS			
DRAMA			
Books and Supplies	\$144.00	\$144.00	Budget Allocation
CUSTODIAL			
Books and Supplies	\$144.00	\$144.00	Budget Allocation
	<hr/>	<hr/>	
Total Restricted Local Resources	<hr/> \$11,843.00	<hr/> \$11,843.00	
<u>TOTAL BUDGET REVISION Fund 01.0</u>	<u>\$11,843.00</u>	<u>\$11,843.00</u>	

**MONROVIA UNIFIED SCHOOL DISTRICT
FISCAL SERVICES DEPARTMENT
Fiscal Year 2017 - 2018**

Board Report:
Budget Revision

Board Meeting Date:
4/25/2018

**ADULT EDUCATION FUND
FUND #11.0**

BUDGET REVISION

<u>DESCRIPTION</u>	<u>AMOUNT BUDGETED</u>	<u>TOTAL ALLOCATION</u>	<u>RATIONALE</u>
RESTRICTED LOCAL RESOURCES # 90109.0 - DONATIONS ADULT EDUCATION			
Academia Diploma - Certificated Salaries	\$84.00	\$84.00	Budget Allocation
Total Restricted Local Resources	<u>\$84.00</u>	<u>\$84.00</u>	
<u>TOTAL BUDGET REVISION</u>	<u>\$84.00</u>	<u>\$84.00</u>	

**MONROVIA UNIFIED SCHOOL DISTRICT
FISCAL SERVICES DEPARTMENT
Fiscal Year 2017 - 2018**

Board Report:
Budget Revision

Board Meeting Date:
4/25/2018

**CHILD DEVELOPMENT CENTER FUND
FUND #12.0**

BUDGET REVISION

<u>DESCRIPTION</u>	<u>AMOUNT BUDGETED</u>	<u>TOTAL ALLOCATION</u>	<u>RATIONALE</u>
RESTRICTED LOCAL RESOURCES			
#90503.0 - FEE BASED PRESCHOOL			
Books and Supplies	\$2,535.00	\$2,535.00	Budget Allocation
 Total Restricted Local Resources	<u>\$2,535.00</u>	<u>\$2,535.00</u>	
 <u>TOTAL BUDGET REVISION</u>	<u>\$2,535.00</u>	<u>\$2,535.00</u>	

Agenda Item Details

Meeting Date: 2018-04-25 19:00:00

AGENDA ITEM TITLE:

10. 17/18-2099 - ACCEPTANCE OF GIFTS

RECOMMENDATION

The Board of Education is requested to accept the gifts as described in Acceptance of Gifts Report No. 1718-14.

Rationale:

The Board of Education welcomes and appreciates donations of educationally suitable material items, monetary donations, and/or in-kind donations that can be used for the benefit of Monrovia Unified School District students or staff and are consistent with the District's curriculum, vision and philosophy.

Budget Implication (\$ Amount):

Material donations are to be no cost to the District, and monetary donations increase site donation accounts.

Legal References:

Board Policy #3290 requires Board approval of gifts.

Additional Information:

Acceptance of Gifts Report attached.

ATTACHMENTS

- [Acceptance of Gifts #1718-14 04-25-18.pdf](#)

MONROVIA UNIFIED SCHOOL DISTRICT
Acceptance of Gifts Report No. 1718-14
Board Meeting 20180425

	Type of Gift	Donor	Estimated Value of Gift	Purpose of Gift/Benefit to District	Prepared by	D Number	Budget Implications
1	Check	Mayflower PTA	\$500.00	To be used for the benefit of students and staff at Mayflower Elementary School	Michele Costarella, Principal Mayflower Elementary School	D0425107	Increases site donation account
2	Check	YourCause, LLC Trustee for Edison International	\$120.00	To be used for the benefit of students and staff at Mayflower Elementary School	Michele Costarella, Principal Mayflower Elementary School	D0425108	Increases site donation account
3	Check	Albertsons Safeway	\$1,000.00	To be used for Monrovia USD's Professional Development Day on March 5, 2018	Darvin Jackson, Assistant Superintendent Human Resources	D0425109	Increases site donation account
4	Check	Wild Rose PTA	\$900.00	To be used for the benefit of students at Wild Rose Elementary School	Leslie Miller, Principal Wild Rose Elementary School	D0425110	Increases site donation account
5	Check	Wild Rose PTA	\$250.00	To be used for the benefit of students at Wild Rose Elementary School	Leslie Miller, Principal Wild Rose Elementary School	D0425111	Increases site donation account
6	Check	Scholarship America	\$700.00	To be used for a field trip for Mrs. Ordaz's class	Lily Jarvis, Principal Monroe Elementary School	D0425112	Increases site donation account
7	Check	The Boone Foundation	\$6,500.00	To be used for the funding of the Elementary School murals	Patrick Garcia, Director Performing Arts	D0425113	Increases site donation account
8	Check	Louise K. Taylor and Lewis Clinton Taylor	\$2,500.00	To be used for the benefit of the Monrovia USD Performing Arts Department	Patrick Garcia, Director Performing Arts	D0425114	Increases site donation account
9	Check	Susan Motander	\$300.00	To be used for the benefit of the Monrovia USD Performing Arts Department	Patrick Garcia, Director Performing Arts	D0425115	Increases site donation account
10	Check	Marie Luff	\$100.00	To be used for the benefit of the Monrovia USD Performing Arts Department	Patrick Garcia, Director Performing Arts	D0425116	Increases site donation account

MONROVIA UNIFIED SCHOOL DISTRICT
Acceptance of Gifts Report No. 1718-14
Board Meeting 20180425

	Type of Gift	Donor	Estimated Value of Gift	Purpose of Gift/Benefit to District	Prepared by	D Number	Budget Implications
11	Check	C.A. & L.J. Schamadan	\$60.00	To be used for the benefit of the Monrovia USD Performing Arts Department	Patrick Garcia, Director Performing Arts	D0425117	Increases site donation account
12	Check	The Boone Foundation	\$2,500.00	To be used for the benefit of the Monrovia USD Performing Arts Department	Patrick Garcia, Director Performing Arts	D0425118	Increases site donation account
13	Check	Forrest & Linda Harding	\$100.00	To be used for the benefit of the Monrovia USD Performing Arts Department	Patrick Garcia, Director Performing Arts	D0425119	Increases site donation account
14	Check	Lois Gaston	\$100.00	To be used for the benefit of the Monrovia USD Performing Arts Department	Patrick Garcia, Director Performing Arts	D0425120	Increases site donation account
15	Check	Brian Ulm	\$100.00	To be used for the benefit of the Monrovia USD Performing Arts Department	Patrick Garcia, Director Performing Arts	D0425121	Increases site donation account
16	Check	Jennifer Bryant	\$50.00	To be used for the benefit of the Monrovia USD Performing Arts Department	Patrick Garcia, Director Performing Arts	D0425122	Increases site donation account
17	Check	Katherine Fundukian	\$250.00	To be used for the benefit of the Monrovia USD Performing Arts Department	Patrick Garcia, Director Performing Arts	D0425123	Increases site donation account
18	Check	Bruce Carter	\$1,000.00	To be used for the benefit of the Monrovia USD Performing Arts Department	Patrick Garcia, Director Performing Arts	D0425124	Increases site donation account
19	Check	Greg & Karen Kaiser	\$150.00	To be used for the benefit of the Monrovia USD Performing Arts Department	Patrick Garcia, Director Performing Arts	D0425125	Increases site donation account
20	Check	Dr.Albert & Julia Clegg	\$300.00	To be used for the benefit of the Monrovia USD Performing Arts Department	Patrick Garcia, Director Performing Arts	D0425126	Increases site donation account

MONROVIA UNIFIED SCHOOL DISTRICT
Acceptance of Gifts Report No. 1718-14
Board Meeting 20180425

	Type of Gift	Donor	Estimated Value of Gift	Purpose of Gift/Benefit to District	Prepared by	D Number	Budget Implications
21	Check	Michael Scharf	\$150.00	To be used for the benefit of the Monrovia USD Performing Arts Department	Patrick Garcia, Director Performing Arts	D0425127	Increases site donation account
22	Check	Kim and Mark Petulla	\$500.00	To be used for the benefit of the Monrovia USD Performing Arts Department	Patrick Garcia, Director Performing Arts	D0425128	Increases site donation account
23	Check	G or M Childers	\$250.00	To be used for the benefit of the Monrovia USD Performing Arts Department	Patrick Garcia, Director Performing Arts	D0425129	Increases site donation account
24	Check	George and Betty McWilliams	\$100.00	To be used for the benefit of the Monrovia USD Performing Arts Department	Patrick Garcia, Director Performing Arts	D0425130	Increases site donation account
25	Check	Janet Wall	\$100.00	To be used for the benefit of the Monrovia USD Performing Arts Department	Patrick Garcia, Director Performing Arts	D0425131	Increases site donation account
26	Check	David & Kristen Smith	\$225.00	To be used for the benefit of the Monrovia USD Performing Arts Department	Patrick Garcia, Director Performing Arts	D0425132	Increases site donation account
27	Check	Umesh Muchhal & Mohna Manihar	\$100.00	To be used for the benefit of the Monrovia USD Performing Arts Department	Patrick Garcia, Director Performing Arts	D0425133	Increases site donation account
28	Check	Mohawk Management Corp/Margaret Sedenquist	\$550.00	To be used for the benefit of the Monrovia USD Performing Arts Department	Patrick Garcia, Director Performing Arts	D0425134	Increases site donation account
29	Cash	Anonymous	\$146.00	To be used for the benefit of the Monrovia USD Performing Arts Department	Patrick Garcia, Director Performing Arts	D0425135	Increases site donation account
30	Credit Card	Brenda Thomason	\$550.00	To be used for the benefit of the Monrovia USD Performing Arts Department	Patrick Garcia, Director Performing Arts	D0425136	Increases site donation account

MONROVIA UNIFIED SCHOOL DISTRICT
Acceptance of Gifts Report No. 1718-14
Board Meeting 20180425

	Type of Gift	Donor	Estimated Value of Gift	Purpose of Gift/Benefit to District	Prepared by	D Number	Budget Implications
31	Credit Card	David Conway	\$150.00	To be used for the benefit of the Monrovia USD Performing Arts Department	Patrick Garcia, Director Performing Arts	D0425137	Increases site donation account
32	Credit Card	Landie & Daniel Lopez	\$550.00	To be used for the benefit of the Monrovia USD Performing Arts Department	Patrick Garcia, Director Performing Arts	D0425138	Increases site donation account
33	Credit Card	Karen Mitchell & Randy Townsend	\$2,500.00	To be used for the benefit of the Monrovia USD Performing Arts Department	Patrick Garcia, Director Performing Arts	D0425139	Increases site donation account
34	Credit Card	Lily & Eric Jarvis	\$550.00	To be used for the benefit of the Monrovia USD Performing Arts Department	Patrick Garcia, Director Performing Arts	D0425140	Increases site donation account
35	Credit Card	Richard King	\$100.00	To be used for the benefit of the Monrovia USD Performing Arts Department	Patrick Garcia, Director Performing Arts	D0425141	Increases site donation account
36	Credit Card	Gretchen Tagavilla	\$35.00	To be used for the benefit of the Monrovia USD Performing Arts Department	Patrick Garcia, Director Performing Arts	D0425142	Increases site donation account
37	Credit Card	Lisa Huang	\$100.00	To be used for the benefit of the Monrovia USD Performing Arts Department	Patrick Garcia, Director Performing Arts	D0425143	Increases site donation account
38	Credit Card	Ann Mitchell	\$100.00	To be used for the benefit of the Monrovia USD Performing Arts Department	Patrick Garcia, Director Performing Arts	D0425144	Increases site donation account
39	Credit Card	Jacqueline Guerrero	\$45.00	To be used for the benefit of the Monrovia USD Performing Arts Department	Patrick Garcia, Director Performing Arts	D0425145	Increases site donation account
40	Tangible	Superior Home Health Services	\$449.00	To be used for professional development on March 5, 2018	Bernadette Williams, District Health Coordinator Student Support Services		No cost to the district

MONROVIA UNIFIED SCHOOL DISTRICT
 Acceptance of Gifts Report No. 1718-14
 Board Meeting 20180425

	Type of Gift	Donor	Estimated Value of Gift	Purpose of Gift/Benefit to District	Prepared by	D Number	Budget Implications
41	Tangible	Anonymous	\$1,407.06	To be used for the benefit of students at Wild Rose Elementary School	Leslie Miller, Principal Wild Rose Elementary School		No cost to the district
42							
43							
44							
45							
46							
47							
48							
49							
50							

Agenda Item Details

Meeting Date: 2018-04-25 19:00:00

AGENDA ITEM TITLE:

11. 17/18-2100 - CUMULATIVE OBJECT SUMMARY REPORTS

RECOMMENDATION

The Board of Education is requested to receive the final District Cumulative Object Summary report for the month of March.

Rationale:

The District Cumulative Object Summary report is presented to keep the Board apprised of all budget encumbrances and expenditures for the General Fund Unrestricted and Restricted Funds.

Additional Information:

Copies of the final March 2018 Cumulative Object Summary Report is attached.

ATTACHMENTS

- [17/18-2100 -Cumulative Object Summary Object Rpt - March 2018 4-25-18.pdf](#)

Object	Object Description	Adopted Budget	Current Budget	Expenditures	Encumbrances	Pre-Encumbrances	Balance	% Left
<i>Totals for Major Object</i>	<i>1000 - 1999</i>	19,171,281.00	19,117,192.00	14,414,594.53	0.00	0.00	4,702,597.47	24.60
<i>Totals for Major Object</i>	<i>2000 - 2999</i>	6,097,367.00	6,180,827.00	4,144,220.70	0.00	0.00	2,036,606.30	32.95
<i>Totals for Major Object</i>	<i>3000 - 3999</i>	9,761,918.00	9,474,491.00	6,700,969.60	0.00	0.00	2,773,521.40	29.27
<i>Totals for Major Object</i>	<i>4000 - 4999</i>	583,468.00	927,108.00	723,456.18	70,852.82	0.00	132,799.00	14.32
<i>Totals for Major Object</i>	<i>5000 - 5999</i>	3,119,158.00	3,145,875.00	2,506,269.01	580,657.49	0.00	58,948.50	1.87
<i>Totals for Major Object</i>	<i>6000 - 6599</i>	430,000.00	125,000.00	1,193.91	17,056.13	0.00	106,749.96	85.40
<i>Totals for Major Object</i>	<i>7100 - 7299</i>	64,826.00	64,826.00	0.00	0.00	0.00	64,826.00	100.00
<i>Totals for Major Object</i>	<i>7300 - 7399</i>	-963,073.00	-1,200,902.00	-91,237.55	0.00	0.00	-1,109,664.45	92.40
<i>Totals for Major Object</i>	<i>7610 - 7629</i>	73,112.00	73,018.00	73,018.00	0.00	0.00	0.00	0.00
<i>Total for Resource Range</i>	<i>00000.0 - 19999.9 U</i>	38,338,057.00	37,907,435.00	28,472,484.38	668,566.44	0.00	8,766,384.18	23.13

Object	Object Description	Adopted Budget	Current Budget	Expenditures	Encumbrances	Pre-Encumbrances	Balance	% Left
<i>Totals for Major Object</i>	<i>1000 - 1999</i>	5,040,150.00	5,034,703.00	3,794,941.69	0.00	0.00	1,239,761.31	24.62
<i>Totals for Major Object</i>	<i>2000 - 2999</i>	4,242,965.00	4,269,417.00	2,851,554.29	0.00	0.00	1,417,862.71	33.21
<i>Totals for Major Object</i>	<i>3000 - 3999</i>	4,555,597.00	4,481,036.00	2,301,867.90	0.00	0.00	2,179,168.10	48.63
<i>Totals for Major Object</i>	<i>4000 - 4999</i>	678,506.00	1,247,861.00	726,737.34	122,416.71	0.00	398,706.95	31.95
<i>Totals for Major Object</i>	<i>5000 - 5999</i>	3,078,703.00	4,553,099.00	1,867,056.87	1,484,650.32	0.00	1,201,391.81	26.39
<i>Totals for Major Object</i>	<i>6000 - 6599</i>	0.00	73,661.00	70,875.54	7,915.47	0.00	-5,130.01	-6.96
<i>Totals for Major Object</i>	<i>7100 - 7299</i>	838,626.00	838,626.00	349,347.32	0.00	0.00	489,278.68	58.34
<i>Totals for Major Object</i>	<i>7300 - 7399</i>	660,496.00	890,025.00	81,449.09	0.00	0.00	808,575.91	90.85
<i>Total for Resource Range</i>	<i>20000.0 - 99999.9 R</i>	19,095,043.00	21,388,428.00	12,043,830.04	1,614,982.50	0.00	7,729,615.46	36.14

Report ID:	LAGL023C	64790- MONROVIA UNIFIED	Page No.	3
District:	64790	CUMULATIVE OBJECT SUMMARY - ALL EXPENDITURE OBJECTS	Run Date	4/14/2018
Fiscal Year :	2018	Fund :01.0 - General Fund	Run Time	8:28:15 AM
To Period :	9	FINAL	MONTHLY	
Resource Range:	20000.0 - 99999.9 Restricted Resources			

Object	Object Description	Adopted Budget	Current Budget	Expenditures	Encumbrances	Pre-Encumbrances	Balance	% Left
<i>Total for Fund</i>	<i>01.0-General Fund</i>	57,433,100.00	59,295,863.00	40,516,314.42	2,283,548.94	0.00	16,495,999.64	27.82

Object	Object Description	Adopted Budget	Current Budget	Expenditures	Encumbrances	Pre-Encumbrances	Balance	% Left
<i>Totals for Major Object 1000 - 1999</i>		2,116,454.00	2,457,671.00	1,342,319.64	0.00	0.00	1,115,351.36	45.38
<i>Totals for Major Object 2000 - 2999</i>		345,232.00	393,936.00	269,909.36	0.00	0.00	124,026.64	31.48
<i>Totals for Major Object 3000 - 3999</i>		715,123.00	848,144.00	507,240.04	0.00	0.00	340,903.96	40.19
<i>Totals for Major Object 4000 - 4999</i>		1,557,293.00	996,034.00	553,504.59	89,340.37	0.00	353,189.04	35.46
<i>Totals for Major Object 5000 - 5999</i>		1,371,634.00	1,209,951.00	1,329,436.55	357,728.41	0.00	-477,213.96	-39.44
<i>Totals for Major Object 6000 - 6599</i>		0.00	200,000.00	14,783.34	175,453.55	0.00	9,763.11	4.88
<i>Total for Resource Range 00000.0 - 19999.9 U</i>		6,105,736.00	6,105,736.00	4,017,193.52	622,522.33	0.00	1,466,020.15	24.01

Object	Object Description	Adopted Budget	Current Budget	Expenditures	Encumbrances	Pre-Encumbrances	Balance	% Left
<i>Totals for Major Object</i>	<i>1000 - 1999</i>	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<i>Totals for Major Object</i>	<i>5000 - 5999</i>	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<i>Total for Resource Range</i>	<i>20000.0 - 99999.9 R</i>	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Report ID:	LAGL023C	64790- MONROVIA UNIFIED	Page No.	6
District:	64790	CUMULATIVE OBJECT SUMMARY - ALL EXPENDITURE OBJECTS	Run Date	4/14/2018
Fiscal Year :	2018	Fund :01.4 - S & C	Run Time	8:28:15 AM
To Period :	9	FINAL	MONTHLY	
Resource Range:	20000.0 - 99999.9 Restricted Resources			

Object	Object Description	Adopted Budget	Current Budget	Expenditures	Encumbrances	Pre-Encumbrances	Balance	% Left
<i>Total for Fund</i>	<i>01.4-S & C</i>	6,105,736.00	6,105,736.00	4,017,193.52	622,522.33	0.00	1,466,020.15	24.01

Object	Object Description	Adopted Budget	Current Budget	Expenditures	Encumbrances	Pre-Encumbrances	Balance	% Left
<i>Totals for Major Object</i>	<i>1000 - 1999</i>	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<i>Totals for Major Object</i>	<i>2000 - 2999</i>	0.00	14,555.00	14,124.41	0.00	0.00	430.59	2.96
<i>Totals for Major Object</i>	<i>3000 - 3999</i>	0.00	1,947.00	1,836.26	0.00	0.00	110.74	5.69
<i>Totals for Major Object</i>	<i>4000 - 4999</i>	0.00	958,056.00	506,207.56	96,424.81	0.00	355,423.63	37.10
<i>Totals for Major Object</i>	<i>5000 - 5999</i>	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<i>Total for Resource Range</i>	<i>00000.0 - 19999.9 U</i>	0.00	974,558.00	522,168.23	96,424.81	0.00	355,964.96	36.53

Report ID:	LAGL023C	64790- MONROVIA UNIFIED	Page No.	8
District:	64790	CUMULATIVE OBJECT SUMMARY - ALL EXPENDITURE OBJECTS	Run Date	4/14/2018
Fiscal Year :	2018	Fund :01.6 - S & C - Carryover	Run Time	8:28:15 AM
To Period :	9	FINAL	MONTHLY	
Resource Range:	00000.0 - 19999.9 Unrestricted Resources			

Object	Object Description	Adopted Budget	Current Budget	Expenditures	Encumbrances	Pre-Encumbrances	Balance	% Left
<i>Total for Fund</i>	<i>01.6-S & C - Carryover</i>	0.00	974,558.00	522,168.23	96,424.81	0.00	355,964.96	36.53

Report ID:	LAGL023C	64790- MONROVIA UNIFIED	Page No.	9
District:	64790	CUMULATIVE OBJECT SUMMARY - ALL EXPENDITURE OBJECTS	Run Date	4/14/2018
Fiscal Year :	2018	Fund :01.6 - S & C - Carryover	Run Time	8:28:15 AM
To Period :	9	FINAL	MONTHLY	
Resource Range:	00000.0 - 19999.9 Unrestricted Resources			

Object	Object Description	Adopted Budget	Current Budget	Expenditures	Encumbrances	Pre-Encumbrances	Balance	% Left
<i>Total for Distric</i>	<i>64790</i>	<i>63,538,836.00</i>	<i>66,376,157.00</i>	<i>45,055,676.17</i>	<i>3,002,496.08</i>	<i>0.00</i>	<i>18,317,984.75</i>	<i>27.60</i>

Agenda Item Details

Meeting Date: 2018-04-25 19:00:00

AGENDA ITEM TITLE:

12. 17/18-3060 – CONFERENCE/ IN-SERVICE ATTENDANCE AND TRAVEL

RECOMMENDATION

The Monrovia Unified School District Board of education is requested to approve Travel and Conference Report # 15.

Rationale:

All personnel travel and conference/in-service attendance are routinely reviewed and approved by the Board of Education.

ATTACHMENTS

- [Travel & Conference - 042518.pdf](#)

MONROVIA UNIFIED SCHOOL DISTRICT
Conference/Inservice Attendance and Travel
Report #15

GROUP A (Within budget. For maintenance and/or improvement of district programs)

- 1/ Best Out of School Time Conference
BOOST
April 30 – May 4, 2018, Pal Springs, CA
Account #: 01.0-90501.0-00000-24901-5220-6060024
Estimated cost: \$1740.60 (Registration: \$495.00; Lodging: \$1157.21;
Meals: \$179.00; Mileage: \$106; Hotel parking: \$24.00)

Tom McFadden, Teacher on Special Assignment.
TeDese Ross, After School Site Manager.
Bevan Young, After School Site Manager.

GROUP B (Not within budget. Budget transfer required)

None

GROUP C (Within budget of Federal/Special programs)

- 2/ ACSA State Human Resources Council
ACSA, May 2nd – 3rd, 2018
Sacramento, CA
Account #: 01.0 40350.011100 10000 5220 6000000
Estimated Cost: \$600.00
(Registration: \$0.00; Lodging: \$309.00.; Meals: \$119.00; Airfare: \$142.00; Taxi:
\$60.00)

Darvin Jackson, Assistant Superintendent, Human Resources

GROUP D (No cost to District)

- 3/ Pacific Symphony Orchestral
International Musicians and Students, May 7 – May 17, 2018
Beijing, China
Estimated Cost: \$0.00

Tony Ellis, Teacher, Santa Fe MS.

Agenda Item Details

Meeting Date: 2018-04-25 19:00:00

AGENDA ITEM TITLE:

13. 17/18-3061 - PERSONNEL ASSIGNMENTS

RECOMMENDATION

The Monrovia Unified School District Board of Education is requested to approve Personnel Assignments Report #15.

Rationale:

All personnel assignments are routinely reviewed and approved by the Board of Education.

Legal References:

Education Code sections 35161, 44830-44831, 45103-45139; and Board Policy 4000 Series.

Additional Information:

ATTACHMENTS

- [Personnel Report #15 - 042518.pdf](#)

MONROVIA UNIFIED SCHOOL DISTRICT
Personnel Assignment Report #15

EMPLOYMENTS, SUPPLEMENTAL HOURS/SPECIAL ASSIGNMENTS, LEAVES, TERMINATIONS, OTHER

A. Employments

	First Name	Last Name	Classification	Action	Effective	Site	Hours	Program	Position	Range	Percentage
1 #	Kelly	Andreen	Daily Substitute	Employ, as needed	3/22/18-6/6/18	District		G-00000.0	000003	\$115/day	100%
2 #	Stephen	Fossett	Daily Substitute	Employ, as needed	4/9/18-6/6/18	District		G-00000.0	000003	\$115/day	100%
3 #	Gabriel	Gutierrez	Teacher	Employ	4/1/18	Santa Fe		C-65000.0	000735	C-1	100%
4 #	Annette	Guzman	Daily Substitute	Employ, as needed	3/27/18-6/6/18	District		G-00000.0	000003	\$115/day	100%
5 #	Andrew	Lin	Daily Substitute	Employ, as needed	3/27/18-6/6/18	District		G-00000.0	000003	\$115/day	100%
6 #	Maria	Mannion	Daily Substitute	Employ, as needed	3/27/18-6/6/18	District		G-00000.0	000003	\$115/day	100%
7 #	Heidi	Wilson	Adult Ed Substitute	Employ, as needed	3/1/18-5/4/18	District		C-63910.0.0	003419	\$35.86/hr	100%

B. Supplemental Hours/Special Assignments

	First Name	Last Name	Classification	Action	Effective	Site	Hours	Program	Position	Range	Percentage
8 #	Xia	Boyle	Teacher	After School Collaboration/ Supper Planning	12/1/17-6/7/18	Plymouth	NTE 9 hrs	C-07102.0	003666	\$27.00/hr	100%
9 #	Nancy	Bravo	Teacher	Writing Master Plan for Dual Immersion program	8/16/17-6/6/18	Clifton	NTE 30 hrs	C-07102.0	003175	\$27.00/hr	100%
10 #	Heinar	Campos	Teacher	Writing Master Plan for Dual Immersion program	8/16/17-6/6/18	Clifton	NTE 30 hrs	C-07102.0	003175	\$27.00/hr	100%
11 #	Erinn	Dickinson	Teacher	Coverage for sub shortage - additional students	1/9/18-6/30/18	Bradoaks	As needed	G-00000.0	003663	\$35.00/ day	100%
12 #	Elva	Enciso	Teacher	Saturday School	7/1/17-6/30/18	Wild Rose	As needed	C-30100.0	003645	\$32.00/hr	100%
13 #	Elizabeth	Garcia	Teacher	After School Collaboration/ Supper Planning	12/1/17-6/7/18	Plymouth	NTE 9 hrs	C-07102.0	003666	\$27.00/hr	100%
14 #	Lisa	Herald	Teacher	Assessment Advisory Committee representative	8/16/17-6/30/18	Educational Services	NTE 10 hrs	C-40350.0	002615	\$27.00/hr	100%
15 #	Randy	Medina	Teacher	Saturday School	7/1/17-6/30/18	Wild Rose	As needed	C-30100.0	003645	\$32.00/hr	100%
16 #	Richard	Morrison	TOSA Teacher	ELPAC Training	11/1/17-6/30/18	Educational Services	NTE 30 hrs	C-42030.0	002443	\$27.00/hr	100%
17 #	Noelani	Putirka	Counselor	TPP Duties	3/1/18-6/30/18	MHS	As needed	C-34101.0	003678	\$32.00/hr	100%
18 #	Nancy	Reyes	TOSA	Assistance and support for Camp Infinity Summer Prog	2/20/18-6/30/18	Educational Services	NTE 100 hrs	G-42030.0	003120	\$32.00/hr	100%

B. Supplemental Hours/Special Assignments (continued)

	First Name	Last Name	Classification	Action	Effective	Site	Hours	Program	Position	Range	Percentage
19 #	Nancy	Reyes	TOSA Teacher	Assistance and support for Camp Read-A-Lot	7/1/18-7/13/18	Educational Services	NTE 40 hrs	C-42030.0	003120	\$32.00/hr	100%
20 #	Ryan	Rybicki	Counselor	Saturday School	3/24/18	Bradoaks	NTE 7 hrs	C-30100.0	003651	\$32.00/hr	100%
21 #	Stacy	Wilkins	TOSA Teacher	Assistance and support for Camp Read-A-Lot	3/1/18-6/30/18	Educational Services	NTE 100 hrs	C-42030.0	003120	\$32.00/hr	100%
22 #	Stacy	Wilkins	TOSA Teacher	Assistance and support for Camp Read-A-Lot	7/1/18-7/13/18	Educational Services	NTE 40 hrs	C-42030.0	003120	\$32.00/hr	100%

C. Leaves of Absences

	First Name	Last Name	Classification	Action	Effective	Site
23 #	Susan	Rubio	Teacher	Revise previously approved leave from 40% to 60%	4/1/18-4/30/18	Bradoaks
24 #	Susan	Rubio	Teacher	Revise previously approved leave from 60% to 100%	5/1/18-6/7/18	Bradoaks
25 #	Rebeca	Saucedo	Psychologist	Approve unpaid leave of absence	1/22/18-6/9/18	PPS

D. Terminations

	First Name	Last Name	Classification	Action	Effective	Site
26 #	Lisette	Alvarez	Teacher	Voluntary Resignation	3/29/18	Monroe
27 #	Kevin	Campbell	Teacher	Voluntary Resignation	4/20/18	Wild Rose
28	Linda	Jones	Teacher	Voluntary Resignation	6/7/18	MHS

E. Other

	First Name	Last Name	Classification	Action	Effective	Site	Hours	Program	Position	Range	Percentage
29 #	Erinn	Dickinson	Teacher	Increase job share assignment from 40% to 60%	4/1/2018	Bradoaks		G-00000.0	000011	C-6	60%
30 #	Erinn	Dickinson	Teacher	Increase job share assignment from 60% to 100%	5/1/2018	Bradoaks		G-00000.0	000011	C-6	100%
31 #	Susan	Rubio	Teacher	Decrease job share assignment from 60% to 40%	4/1/2018	Bradoaks		G-00000.0	000011	F-14	40%
32 #	Roger	Wu	Teacher	Change location from Clifton to Adult Education	4/9/2018	Adult Education		G-00000.0	003688	F-13	100%
33 #	Masis	Abdessian	Elementary Counselor	Change funding	9/27/2017	Wild Rose		C-58200.0 60% C-30100.0 40%	003585	F-4	80%
34	Masis	Abdessian	Elementary Counselor	Change funding	5/1/2018	Wild Rose		C-07301.0 60% C-30100.0 40%	003681	F-4	80%

E. Other - Volunteers (continued)

	First Name	Last Name	Classification	Action	Effective	Site
71 #	Maria	Grubb	Volunteer I	Approve	4/6/18-6/30/18	MHS,CL
72 #	Hilda	Figueroa	Volunteer I	Approve	4/6/18-6/30/18	CL
73 #	Jennifer	Fraser	Volunteer II	Approve	4/6/18-6/30/18	CL
74 #	Julie	Turner	Volunteer II	Approve	4/6/18-6/30/18	CL
75 #	Gina	Storey	Volunteer II	Approve	4/6/18-6/30/18	CL
76 #	Miriam	Childers	Volunteer II	Approve	4/6/18-6/30/18	MHS
77 #	Traci	Williams	Volunteer II	Approve	4/6/18-6/30/18	CL
78 #	Nazish	Qamar	Volunteer I	Approve	3/28/18-6/30/18	BR
79 #	Teresa	Betancourt	Volunteer I	Approve	4/10/18-6/30/18	MO
80 #	Rosalvo	Gallardo	Volunteer I	Approve	4/10/18-6/30/18	WR
81 #	Amanda	Ghezzi	Volunteer I	Approve	4/10/18-6/30/18	MO
82 #	Dawn	Neufeld	Volunteer I	Approve	4/10/18-6/30/18	MO
83 #	Colleen	Turkal	Volunteer I	Approve	4/10/18-6/30/18	MO
84 #	Miguel	Chacon	Volunteer I	Approve	4/4/18-6/30/18	BR
85 #	Gabriela	Salinas	Volunteer I	Approve	4/4/18-6/30/18	PL,SF
86 #	Joe	Crouch	Volunteer I	Approve	4/17/18-6/30/18	CL
87 #	Elizabeth	Godina	Volunteer I	Approve	4/17/18-6/30/18	BR
88 #	April	Cyrus	Volunteer I	Approve	4/11/18-6/30/18	BR
89 #	Cassandra	Wyatt	Volunteer I	Approve	4/11/18-6/30/18	MA
90 #	Christine	Lightbourne	Volunteer I	Approve	4/11/18-6/30/18	PL
91 #	Joan	Gamberg	Volunteer I	Approve	4/13/18-6/30/18	MO
92 #	Timothy	Scheider	Volunteer I	Approve	4/17/18-6/30/18	MA

MONROVIA UNIFIED SCHOOL DISTRICT
Personnel Assignment Report #15

EMPLOYMENTS, LEAVES OF ABSENCE, RESIGNATIONS, CHANGES OF STATUS, OTHER (CLASSIFIED)

A. Employments

	First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Range	Step	Hours	Effective	Position	Program	Percent
1	# Elizabeth	Arguello	Substitute Instructional Aide-Kindergarten	District-wide	Employ: To substitute as needed during the 2017-18 school year.	\$14.73/hr.	15	1	Hourly, as needed.	4/10/18-6/30/18	003432	G 00000.0	100%
2	# Devin	Ayala	Substitute Custodian	District-wide	Employ: To substitute as needed during the 2017-18 school year.	\$16.66/hr.	20	1	Hourly, as needed.	4/2/18-6/30/18	000137	G 00000.0	100%
3	# Maria	Barnes	Lead Bus Driver Extra Hours	MOT	Employ: Extra hours for emergency and necessary maintenance events.	\$26.04/hr.	28	6	Hourly, as needed.	3/1/18-6/30/18	003686	C 81500.0	100%
4	# Deborah	Bautista	Substitute Extended School Program Manager	VESP	Employ: To substitute as needed during the 2017-18 school year.	\$22.45/hr.	22	6	Hourly, as needed.	3/21/18-6/8/18	003065	C 90501.0	100%
5	# Elizabeth	Blumenthal	Substitute Instructional Aide-Kindergarten	District-wide	Employ: To substitute as needed during the 2017-18 school year.	\$14.73/hr.	15	1	Hourly, as needed.	3/29/18-6/30/18	003432	G 00000.0	100%
6	# Elizabeth	Blumenthal	Substitute Preschool Developmental Aide	CELC	Employ: To substitute as needed during the 2017-18 school year.	\$14.73/hr.	15	1	Hourly, as needed.	3/29/18-6/30/18	000678	C 61050.0	100%
7	# Freddy	Camacho	Tutor	District-wide	Employ: Tutoring Program (reimbursed through Citrus College)	\$11.00/hr.	Flat	Rate	Hourly, as needed.	3/12/18-6/6/18	000304	G 00000.0	100%
8	# Alex	Chavez	Interpreter	District-wide	Employ: Interpret for Special Ed parent meetings, IEPs, Assessments, etc.	\$27.00/hr.	Flat	Rate	Hourly, as needed.	3/15/18-6/30/18	002853	C 65000.0	100%
9	# Sherrill	Clapsaddle	Clerical Asst. I Extra Hours	Bradoaks	Employ: To administer Dibels test and support PBIS.	\$19.83/hr.	17	6	NTE: 30 hours total	3/1/18-6/8/18	003679	C 07102.0	100%
10	# Eloina	Cuevas	Substitute Inst. Aide - Special Education	District-wide	Employ: To substitute as needed during the 2017-18 school year.	\$17.97/hr.	17	4	Hourly, as needed.	3/1/18-6/30/18	002246	C 65000.0	100%
11	# Martina	Delregno-Nelson	Substitute Extended School Program Manager	VESP	Employ: To substitute as needed during the 2017-18 school year.	\$23.59/hr.	24	6	Hourly, as needed.	3/20/18-6/8/18	003065	C 90501.0	100%
12	# Aurelio	Dominguez Jr.	Substitute Custodian	Monroe	Employ: Saturday school	\$21.38/hr.	20	6	NTE: 20 hours total	12/1/17-6/8/18	003655	C 30100.0	100%
13	# Vicente	Estrada	Substitute Custodian	District-wide	Employ: To substitute as needed during the 2017-18 school year.	\$16.66/hr.	20	1	Hourly, as needed.	4/2/18-6/30/18	000137	G 00000.0	100%
14	# Ronald	Farrar	Mechanic/Bus Driver Extra Hours	MOT	Employ: Extra hours for emergency and necessary maintenance events.	\$27.35/hr.	34	4	Hourly, as needed.	3/1/18-6/30/18	003485	C 81500.0	100%

Ratification
* Correction
G General Fund
C Categorical Fund

A. Employments (continued)

	First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Range	Step	Hours	Effective	Position	Program	Percent
15	# Amanda	Garland	Interpreter	District-wide	Employ: Interpret for Special Ed parent meetings, IEPs, Assessments, etc.	\$27.00/hr.	Flat	Rate	Hourly, as needed.	3/23/18-6/30/18	002853	C 65000.0	100%
16	# Karen	Go	Ltd. Term Inst. Aide - Special Education	CELC	Employ: To substitute on a limited term basis until vacant position is filled.	\$19.83/hr.	17	6	Hourly, as needed.	2/1/18-6/8/18	003676	C 65000.0	100%
17	# Karla	Gonzalez	School/Community Liaison Extra Hours	Bradoaks	Employ: Interpreter at parent meetings.	\$20.85/hr.	19	6	NTE: 100 hours	9/1/17-6/30/18	003446	C 07102.0	100%
18	# Victoria	Goodwin	Substitute After School Activity Leader	VESP	Employ: To substitute as needed during the 2017-18 school year.	\$18.59/hr.	15	6	Hourly, as needed.	3/20/18-6/8/18	002274	C 90501.0	100%
19	# Victoria	Goodwin	Substitute After School Site Manager	VESP	Employ: To substitute as needed during the 2017-18 school year.	\$19.83/hr.	21	4	Hourly, as needed.	3/20/18-6/8/18	002653	C 90501.0	100%
20	# Victoria	Goodwin	Substitute Inst. Assistant Special Ed.	A.T.P.	Employ: To substitute as needed during the 2017-18 school year.	\$19.83/hr.	21	4	Hourly, as needed.	3/21/18-6/8/18	002981	C 65000.0	100%
21	# Beth	Gromer	Substitute Inst. Aide - Severe Disabilities	District-wide	Employ: To substitute as needed during the 2017-18 school year.	\$20.34/hr.	18	6	Hourly, as needed.	3/1/18-6/8/2018	002801	C 65002.0	100%
22	# Consuelo	Hernandez	Ltd. Term Inst. Aide - Special Education	MHS	Employ: To substitute on a limited term basis until vacant position is filled.	\$19.83/hr.	17	6	Hourly, as needed.	3/26/18-6/8/18	003676	C 65000.0	100%
23	# Beatriz	Jacobo	Ltd. Term Inst. Aide - Special Education	CELC	Employ: To substitute on a limited term basis until vacant position is filled.	\$17.97/hr.	17	4	Hourly, as needed.	2/1/18-6/8/18	003676	C 65000.0	100%
24	# Katayoun	Karimi	Ltd. Term Inst. Aide - Special Education	CELC	Employ: To substitute on a limited term basis until vacant position is filled.	\$19.83/hr.	17	6	Hourly, as needed.	2/1/18-6/8/18	003676	C 65000.0	100%
25	# Cynthia	Liska	Substitute Inst. Aide - Severe Disabilities	District-wide	Employ: To substitute as needed during the 2017-18 school year.	\$20.34/hr.	18	6	Hourly, as needed.	3/1/18-6/8/2018	002801	C 65002.0	100%
26	# Armondo	Luna	Substitute Custodian	Wild Rose	Employ: Saturday school	\$16.66/hr.	20	1	Hourly, as needed.	7/1/17-6/30/18	003656	C 30100.0	100%
27	# Sabrina	Madrid	Ltd. Term Inst. Aide - Special Education	Plymouth	Employ: To substitute on a limited term basis until vacant position is filled.	\$17.10/hr.	17	3	Hourly, as needed.	3/1/18-6/8/18	003676	C 65000.0	100%
28	# Juan	Magana	Bus Driver Extra Hours	MOT	Employ: Extra hours for emergency and necessary maintenance events.	\$19.35/hr.	24	2	Hourly, as needed.	3/1/18-6/30/18	003684	C 81500.0	100%
28	# Rocio	Magdaleno Andrade	Instructional Aide-Kindergarten Extra Hours	Bradoaks	Employ: Intervention	\$18.89/hr.	15	6	NTE: 40 hours total	2/1/18-5/30/18	003460	C 07102.0	100%

A. Employments (continued)

	First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Range	Step	Hours	Effective	Position	Program	Percent
29	# Kelly	Marshall	Ltd. Term Inst. Aide - Special Education	CELC	Employ: To substitute on a limited term basis until vacant position is filled.	\$16.27/hr.	17	2	Hourly, as needed.	2/1/18-6/8/18	003676	C 65000.0	100%
30	# Noelle	Maryne	Substitute Preschool Developmental Aide	CELC	Employ: To substitute as needed during the 2017-18 school year.	\$14.73/hr.	15	1	Hourly, as needed.	3/7/18-6/30/18	000678	C 61050.0	100%
31	# Liliana	Medina	Playground Aide Extra Hours	VESP	Employ: To help supervise students at the Wild Rose Village Program.	\$14.14/hr.	Flat	Rate	Hourly, as needed.	3/20/18-6/8/18	003461	C 90501.0	100%
32	# Victoria	Meli	Bilingual Technician Extra Hours	Human Resources	Employ: To provide requested student and employee records.	\$21.38/hr.	26	3	Hourly, as needed.	3/1/18-6/30/18	003598	G 00000.0	100%
33	# Heena	Merchant	Playground Aide Extra Hours	Plymouth	Employ: PIQE Child Care	\$14.14/hr.	Flat	Rate	Hourly, as needed.	3/6/18-5/15/18	003382	C 07102.0	100%
34	# Tramaine	Miller	Ltd. Term Inst. Aide - Special Education	Plymouth	Employ: To substitute on a limited term basis until vacant position is filled.	\$19.83/hr.	17	6	Hourly, as needed.	3/1/18-6/8/18	003676	C 65000.0	100%
35	# Leticia	Moreno Martinez	Ltd. Term Inst. Aide - Special Education	CELC	Employ: To substitute on a limited term basis until vacant position is filled.	\$17.97/hr.	17	4	Hourly, as needed.	2/1/18-6/8/18	003676	C 65000.0	100%
36	# Maria	Murillo	Substitute Custodian	District-wide	Employ: To substitute as needed during the 2017-18 school year.	\$16.66/hr.	20	1	Hourly, as needed.	4/9/18-6/30/18	000137	G 00000.0	100%
37	# Lynn	Noel	Playground Aide Extra Hours	VESP	Employ: To assist in supervising students at VESP.	\$14.14/hr.	Flat	Rate	Hourly, as needed.	3/28/18-6/8/18	002274	C 90501.0	100%
38	# Elizabeth	Orozco	Substitute Extended School Program Manager	VESP	Employ: To substitute as needed during the 2017-18 school year.	\$17.49/hr.	22	1	Hourly, as needed.	3/20/18-6/8/18	003065	C 90501.0	100%
39	# Maria	Paneto	Substitute Food Service Worker	District-wide	Employ: To substitute for supper program as needed during 2017-18 school year.	\$13.66/hr.	12	1	Hourly, as needed.	3/1/18-6/30/18	003003	C 53201.0	100%
40	# Natalie	Ridley	Ltd. Term Inst. Aide - Special Education	MHS	Employ: To substitute on a limited term basis until vacant position is filled.	\$19.83/hr.	17	6	Hourly, as needed.	2/9/18-6/8/18	003676	C 65000.0	100%
41	# Sandra	Roanhorse- Sharafat	After School Site Manager Extra Hours	Wild Rose	Employ: Saturday school	\$21.91/hr.	21	6	Hourly, as needed.	7/1/17-6/30/18	003653	C 30100.0	100%
42	# Kit	Ross	Instructional Asst.- Special Ed. Extra Hours	A.T.P.	Employ: To assist with late bus pick up of A.T.P. students.	\$21.91/hr.	21	6	Hourly, as needed.	3/1/18-3/30/18	002981	C 65000.0	100%
43	# Tedese	Ross	After School Site Manager Extra Hours	Santa Fe	Employ: AVID field trip to Cal State Los Angeles	\$19.83/hr.	21	4	Hourly, as needed.	3/1/18-3/30/18	003457	c 07102.0	100%
44	# Victor	Salinas	Interpreter	Monroe	Employ: To interpret for parent meetings.	\$27.00/hr.	Flat	Rate	Hourly, as needed.	3/12/18-6/8/18	003677	G 00000.0	10 95

Ratification
* Correction
G General Fund
C Categorical Fund

A. Employments (continued)

	First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Range	Step	Hours	Effective	Position	Program	Percent
45	# Victor	Salinas	Interpreter	Ed. Services	Employ: To interpret for parent meetings.	\$27.00/hr.	Flat	Rate	Hourly, as needed.	3/1/18-6/30/18	002858	C 42030.0	100%
46	# Patricia	Singleton-Carter	Bus Driver Extra Hours	MOT	Employ: Extra hours for emergency and necessary maintenance events.	\$23.59/hr.	24	6	Hourly, as needed.	3/1/18-6/30/18	003684	C 81500.0	100%
47	# Jose	Simuta	School Office Manager Extra Hours	Clifton	Employ: African American Youth Leadership Conference chaperone.	\$20.34/hr.	26	2	NTE: 7.5 hours total	3/3/18-3/3/18	003639	C 07102.0	100%
48	# Georgina	Tadeo	Playground Aide Extra Hours	Plymouth	Employ: PIQE Child Care	\$14.14/hr.	Flat	Rate	Hourly, as needed.	3/6/18-5/15/18	003382	C 07102.0	100%
49	# Ruben	Vargas	Head Custodian II Extra Hours	Santa Fe	Employ: To respond to alarm calls.	\$20.34/hr.	26	2	Hourly, as needed.	9/1/17-6/30/18	002781	G 00000.0	100%
50	# Ruben	Vargas	Head Custodian II Extra Hours	MHS	Employ: School events	\$20.34/hr.	26	2	Hourly, as needed.	3/1/18-6/30/18	002861	G 00000.0	100%
51	# Jiayi	Xu	Tutor	MHS	Employ: MHS Tutoring Program (donation funding)	\$11.00/hr.	Flat	Rate	Hourly, as needed.	3/1/18-6/6/18	001461	C 90108.0	100%

B. Leaves of Absence

C. Resignations

	First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Range	Step	Hours	Effective	Position	Program	Percent
52	# Irma	Zarco de Cabrera	Food Service Worker	MHS	Voluntary Resignation	\$16.68/hr.	12	5	3 hr./d.; 9 mo./yr.	4/11/2018	000044	C 53100.0	100%

D. Changes of Status

	First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Range	Step	Hours	Effective	Position	Program	Percent
53	# Mercy	Diaz	Food Service Worker	Wild Rose	39 month reemployment list due to exhaustion of benefits	\$17.53/hr.	12	6	3.50 hr./d.; 9 mo./yr.	3/24/2018	000959	C 53100.0	100%

E. Other

	First Name	Last Name	Classification	Site/ Department	Action	Rate of pay	Effective	Position	Program	Percent
54	# Brianna	Dominguez	Walk-on Coach	MHS	Employ: Wrestling Varsity Co-Assistant Coach	\$277.00 stipend paid over four months	3/1/18-6/30/18	000206	C 00702.0	100%

Ratification
* Correction
G General Fund
C Categorical Fund

Agenda Item Details

Meeting Date: 2018-04-25 19:00:00

AGENDA ITEM TITLE:

14. 17/18-3062 - QUARTERLY UNIFORM COMPLAINT

RECOMMENDATION

The Board of Education is requested to receive a quarterly Williams Uniform Complaint report.

Rationale:

This quarterly report to the Board of Education will be used to summarize any complaints addressing insufficient instructional materials, teacher vacancies and/or misassignment, and emergency or urgent facility conditions for the period of October 1 to December 31, 2018.

Background:

Education Code 35186 requires school districts to report publicly on a quarterly basis at a regularly scheduled meeting of the Governing Board any Uniform Complaints addressing insufficient instructional materials, teacher vacancies and/or misassignment, and emergency or urgent facility conditions reported to the District. A copy of this report will be sent to the county superintendent.

Budget Implication (\$ Amount):

There is no direct cost to the District.

Legal References:

Education Code 35186.

ATTACHMENTS

- [3rd Qtr. Uniform Complaint - 042518.pdf](#)



**Los Angeles County
Office of Education**
Serving Students • Supporting Communities
Leading Educators

Williams Lawsuit Settlement Quarterly Report on Uniform Complaints 2017-2018

District Name: _____

Date: _____

Person completing this form: _____

Title: _____

Quarter covered by this report (Check One Below):

- | | | |
|----------------------------------|--------------------------|------------------|
| <input type="checkbox"/> 1st QTR | July 1 to September 30 | Due 20-Oct 2017 |
| <input type="checkbox"/> 2nd QTR | October 1 to December 31 | Due 19- Jan 2018 |
| <input type="checkbox"/> 3rd QTR | January 1 to March 31 | Due 20-Apr 2018 |
| <input type="checkbox"/> 4th QTR | April 1 to June 30 | Due 20-Jul 2018 |

Date for information to be reported publicly at governing board meeting: _____

Please check the box that applies:

- No complaints were filed with any school in the district during the quarter indicated above.
- Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

	Number of Complaints Received in Quarter	Number of Complaints Resolved	Number of Complaints Unresolved
Instructional Materials			
Facilities			
Teacher Vacancy and Misassignment			
TOTAL			

Print Name of District Superintendent _____

Signature of District Superintendent  Date _____

Return the **Quarterly Summary** to:
Williams Legislation Implementation Project
Los Angeles County Office of Education
c/o Kirit Chauhan, Williams Settlement Legislation
9300 Imperial Highway, ASM/Williams ECW 284
Downey, CA 90242

Telephone: (562) 803-8382
FAX: (562) 803-8325
E-Mail: Chauhan_Kirit@lacoed.edu

Agenda Item Details

Meeting Date: 2018-04-25 19:00:00

AGENDA ITEM TITLE:

1. 17/18-1124 - PUBLIC REVIEW OF RECOMMENDED MATH TEXTBOOKS

RECOMMENDATION

The Board of Education is requested to accept for public review prior to adoption the following Math textbooks for grades 6-8: MathLinks, by the Center for Mathematics and Teaching, Inc. Motion by _____, seconded by _____, Vote _____ Board Member Wong _____, Board Member Rich _____, Board Member Hammond _____ Board Member Gilliland _____, Board President Williams _____

Rationale:

The District Math adoption team, with representatives from the middle schools, have been reviewing texts and other materials that are available to use in the various math courses. The team recommends the texts listed above for use in the math instructional program.

Budget Implication (\$ Amount):

Cost of these materials, \$115,615.00 over the course of three years, and will be paid from various resources, including but not limited to, Lottery funds, one-time state funds, and LCFF.

Legal References:

Board Policy 6161.1 requires submission of textbooks to the Board for adoption following a three week public display. This agenda item is the equivalent of a “first reading” in the adoption process.

ATTACHMENTS

Agenda Item Details

Meeting Date: 2018-04-25 19:00:00

AGENDA ITEM TITLE:

2. 17/18-2101 - PROFESSIONAL SERVICE WITH ALLIANCE OF SCHOOLS FOR COOPERATIVE INSURANCE PROGRAMS (ASCIP) FOR PROPERTY, LIABILITY AND WORKERS' COMPENSATION PROGRAM

RECOMMENDATION

The Board of Education is requested to approve the selection of Professional Service with Alliance of Schools For Cooperative Insurance Programs (ASCIP) for the District's Property, Liability and Workers' Compensation Program starting 2018-19 school year subject to mutually agreed upon and legal counsel approved agreement. Motion by _____, seconded by _____, Vote _____ Board Member Wong _____, Board Member Rich _____, Board Member Hammond _____ Board Member Gilliland _____, Board President Williams _____

Rationale:

The approval of this professional service will allow the District to have proper insurance programs to cover its property, liability and workers' compensation next school year.

Background:

Monrovia Unified School District is currently a member of San Gabriel Valley School District Self-Insurance Joint Power Authority (JPA) with Baldwin Park USD, Azusa USD and Glendora USD. The JPA decided to dissolve at the end of this school year, June 30, 2018. The District issued a Request for Proposal (RFP) on February 23, 2018. Based on the RFP response, firm's experience, service provided, industry reputation, and methods of handling run-off cases, ASCIP will offer overall the best programs and service that meet District needs. Founded in 1980, ASCIP is a non-profit, public agency JPA that provides liability, property, workers' compensation and health benefits coverage to 140 public school districts, charter schools and community colleges in the State of California. The fact that ASCIP contracts the same third-party administrator for workers' compensation claims as we have right now will help with a smooth transition.

Budget Implication (\$ Amount):

Insurance premium will be paid by general fund. Final amount will be in the contract agreement.

ATTACHMENTS

Agenda Item Details

Meeting Date: 2018-04-25 19:00:00

AGENDA ITEM TITLE:

3. 17/18-3063 – RESOLUTION RECOGNIZING APRIL 23-27, 2018, AS “ADMINISTRATIVE PROFESSIONALS WEEK,” AND APRIL 25, 2018, AS “ADMINISTRATIVE PROFESSIONALS DAY”

RECOMMENDATION

The Board of Education is requested to adopt Resolution No. 1718-13, recognizing April 23-27, 2018, as "Administrative Professionals Week" and Wednesday, April 25, 2018, as "Administrative Professionals Day." Motion by _____, seconded by _____, Vote _____ Board Member Wong _____, Board Member Rich _____, Board Member Hammond _____ Board Member Gilliland _____, Board President Williams _____

Rationale:

Monrovia Unified School District is committed to provide powerful and productive learning experience for all students. The commitment to excellence depends largely upon the work of dedicated and professional employees. Administrative Assistants, Secretaries, and Clerical staff provide exceptional services which are vital to the students and staff.

ATTACHMENTS

- [04252018ResolutionAdminProRecognition.pdf](#)

MONROVIA UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 1718-13
ADMINISTRATIVE PROFESSIONALS (SECRETARIES) RECOGNITION

WHEREAS, the Monrovia Unified School District is committed to provide powerful and productive learning experiences for all students; and

WHEREAS, the commitment to excellence depends largely upon the work of dedicated and professional employees; and

WHEREAS, Administrative Professionals are the face of the school and district and are usually the first contact that parents and community members have with our school district. It is through them that community members and parents form positive impressions of our schools and the work that is accomplished in the district; and

WHEREAS, Administrative Assistants, Secretaries and Clerical staff provide exceptional services which are vital to the staff and students of Monrovia Unified School District.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education does hereby recognize April 23-27, 2018 as Administrative Professionals (Secretaries) Week and Wednesday, April 25, 2018 as Administrative Professionals (Secretaries) Day in Monrovia Unified School District.

ADOPTED, SIGNED AND APPROVED THIS 25th day of April 2018.

Monrovia Board of Education:

Terrence Williams, President

Ed Gililand, Vice President

Rob Hammond, Clerk

Chris Rich, Member

Bryan Wong, Member

Handwritten signatures in blue ink over horizontal lines. From top to bottom: Terrence Williams, Ed Gililand, Rob Hammond, Chris Rich, and Bryan Wong.

Agenda Item Details

Meeting Date: 2018-04-25 19:00:00

AGENDA ITEM TITLE:

4. 17/18-3064 RESOLUTION IN HONOR OF MONROVIA "STAFF APPRECIATION DAY", "DAY OF THE TEACHER," AND "CLASSIFIED SCHOOL EMPLOYEE WEEK"

RECOMMENDATION

The Board of Education is requested to adopt a Resolution declaring May 9, 2018, as Monrovia Unified School District "Staff Appreciation Day"; May 8, 2018, as "National Day of the Teacher"; and declaring the week of May 21–25, 2018, as "Classified School Employee Week" to express gratitude and appreciation to employees for their service to Monrovia Unified School District and the youth of the community. Motion by _____, seconded by _____, Vote _____ Board Member Wong _____, Board Member Rich _____, Board Member Hammond _____ Board Member Gilliland _____, Board President Williams _____

ATTACHMENTS

- [04252018ResolutionClassifiedandTeacher.pdf](#)

MONROVIA UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 1718-12
IN HONOR OF MONROVIA "STAFF APPRECIATION DAY", "DAY OF THE
TEACHER", AND "CLASSIFIED SCHOOL EMPLOYEE WEEK"

- WHEREAS,** the week of May 21–25, 2018, has been proclaimed the California State "Classified School Employee Week"; and
- WHEREAS,** the Monrovia Unified School District Board of Education recognizes the importance of all employees in providing support services in the operations of our successful school system; and
- WHEREAS,** the school employees are dedicated to providing invaluable services to the schools and students of the Monrovia Unified School District; and
- WHEREAS,** school employees are essential in creating a positive, productive educational environment; and
- WHEREAS,** the Board of Education wishes to honor the District's employees in a public way for the vital role they play.

NOW, THEREFORE, BE IT RESOLVED, that the Monrovia Unified School District declares May 09, 2018 as MUSD "Staff Appreciation Day", May 08, 2018, as "National Day of the Teacher", and the week of May 21-25, 2018, as "Classified School Employee Week", and hereby recognizes and honors the contribution of school employees to quality education in the State of California and the Monrovia Unified School District.

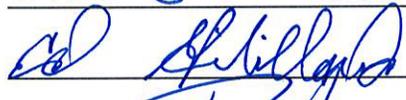
ADOPTED, SIGNED AND APPROVED THIS 25th day of April 2018.

Monrovia Board of Education:

Terrence Williams, President



Ed Gililand, Vice President



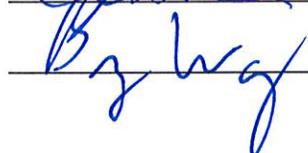
Rob Hammond, Clerk



Chris Rich, Member



Bryan Wong, Member



Agenda Item Details

Meeting Date: 2018-04-25 19:00:00

AGENDA ITEM TITLE:

5. 17/18-3065 - RESOLUTION IN HONOR OF “SCHOOL HEALTH SERVICES APPRECIATION WEEK” AND “NATIONAL SCHOOL NURSE DAY”

RECOMMENDATION

The Board of Education is requested to adopt a Resolution declaring May 7-11, 2018, as “School Health Services Appreciation Week” and that May 09, 2018, is recognized as “National School Nurse Day”; to recognize and honor the contribution of school nurses and health clerks to quality education in the State of California and the Monrovia Unified School District. Motion by _____, seconded by _____, Vote _____ Board Member Wong _____, Board Member Rich _____, Board Member Hammond _____ Board Member Gilliland_____, Board President Williams _____

Rationale:

School nurses and health clerks optimize student health and learning every day of the year. We take time to celebrate and recognize the contributions that school nurses and health clerks make to the health and learning of children in the Monrovia Unified School District.

ATTACHMENTS

- [04262018School Nurse Day Resolution.pdf](#)

MONROVIA UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 1718-14
"SCHOOL HEALTH SERVICES APPRECIATION WEEK"
AND "NATIONAL SCHOOL NURSE DAY"

WHEREAS, school nursing is a specialized practice that promotes the well-being, academic success, health, and life-long achievement of students; and

WHEREAS, school nurses and health clerks act as a liaison to the school community, parents, and health care providers by promoting wellness and improving health outcomes; and

WHEREAS, school nurses conduct screening and immunization programs; determine reasons for absences; provide prescribed care for students with special needs; provide health education for students, staff, and families; assist parents with referrals for medical exams, confidential services, and mental health evaluations; compile statistics and records; and

WHEREAS, school nurses and health clerks protect students' physical, emotional and education well-being by caring for students who become ill, injured, or are in emotional distress; by detecting and reporting child abuse; and

WHEREAS, school nurses supervise and train unlicensed school personnel on medication management, common illness, injury response, and preparation for disasters and emergencies.

NOW, THEREFORE, BE IT RESOLVED, that the Monrovia Unified School District declares May 7-11, 2018, as "School Health Services Appreciation Week" and that May 9, 2018, is recognized as "National School Nurse Day" and honors the contribution of school nurses and health clerks to quality education in the State of California and the Monrovia Unified School District.

ADOPTED, SIGNED AND APPROVED THIS 25th day of April 2018.

Monrovia Board of Education:

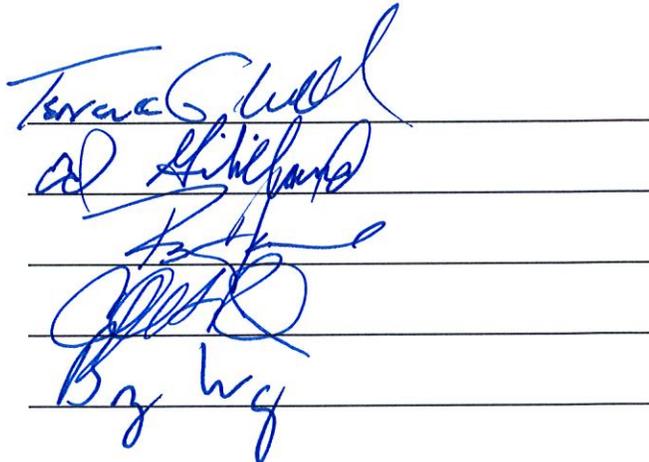
Terrence Williams, President

Ed Gililand, Vice President

Rob Hammond, Clerk

Chris Rich, Member

Bryan Wong, Member



Agenda Item Details

Meeting Date: 2018-04-25 19:00:00

AGENDA ITEM TITLE:

9. 17/18-5060 - RESOLUTION ORDERING REGULAR BIENNIAL GOVERNING BOARD MEMBER ELECTION

RECOMMENDATION

The Board of Education is requested to adopt Resolution No. 1718-11 "Ordering a Regular Biennial Governing Board Member Election" on Tuesday, November 6, 2018. Motion by _____, seconded by _____, Vote _____ Board Member Wong _____, Board Member Rich _____, Board Member Hammond _____ Board Member Gilliland _____, Board President Williams _____

Rationale:

Pursuant to Education Code (EC) §5000, elections will be held on November 6, 2018, to elect members to the governing boards in most of the school and community college districts in Los Angeles County. In accordance with EC §5340, such governing board elections are required to be consolidated. Governing Boards of districts scheduled to hold elections on this date are required to take action to initiate the regular biennial governing board election by adopting a resolution ordering an election. The adopted resolution must be returned to Los Angeles County Office of Education no later than May 25, 2018.

Background:

The Monrovia Unified School District will have two (2) open seats on the Board of Education in November 2018. The term of office for each of these seats is four (4) years.

Budget Implication (\$ Amount):

The cost of the election is covered within current budget allocations at a projected cost of \$140,000 to the general fund.

Legal References:

Education Code §5000 – 5340.

ATTACHMENTS

- [Resolution Ordering Governing Board Member Election 2018.pdf](#)

MONROVIA UNIFIED SCHOOL DISTRICT
LOS ANGELES COUNTY, CALIFORNIA

RESOLUTION NO. 1718-11
ORDERING GOVERNING BOARD MEMBER ELECTION

BE IT RESOLVED that pursuant to Education Code (EC) Sections 5000 – 5030, the Los Angeles County Superintendent of Schools (County Superintendent) is hereby

ORDERED to call an election for the purpose, and in accordance with the designations contained in the following specifications of the Election Order made under the authority of EC Sections 5302, 5304, and 5322.

SPECIFICATIONS OF THE ELECTION ORDER

The election shall be held on Tuesday, November 6, 2018. The polling hours shall be from 7:00 a.m. to 8:00 p.m.

The purpose of the election is to submit to the voters of the District the question of whether two (2) members shall be elected to the Governing Board of the Monrovia Unified School District.

The Los Angeles County Registrar-Recorder / County Clerk (Registrar-Recorder) will perform all the duties incident to the preparation for and holding of the above-mentioned election. The Monrovia Unified School District will pay the costs of the election. If any agency holds an election on November 6, 2018, the Monrovia Unified School District shall pay its pro rata share pertaining to the conduct of this election and shall be under the provisions of the appropriate sections of the Education and Election Codes.

IT IS FURTHER ORDERED that the Clerk of the District is hereby directed to furnish two copies of this order to the County Superintendent not less than 130 days prior to the date set for the election.

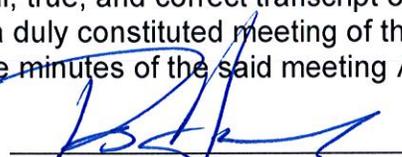
The foregoing Resolution and Order was adopted and affirmed by the Governing Board of Monrovia Unified School District of Los Angeles County, being the Board authorized by law to make the designations contained therein, by formal vote as follows:

Ayes:
Noes:
Absent:



Clerk of the Governing Board

I hereby certify that the foregoing is a full, true, and correct transcript of a resolution duly adopted by the Governing Board named therein at a duly constituted meeting of the said Governing Board, held on April 25, 2018, as it appears upon the minutes of the said meeting April 25, 2018.



Clerk of the Governing Board

REGISTRAR-RECORDER INFORMATION

Public Notice Election Announcement

Listing of two (2) newspapers: Pasadena Star News, San Gabriel Valley Newspaper Group, Inc.
The Monrovia Weekly, Core Media Group, Inc.

Agenda Item Details

Meeting Date: 2018-04-25 19:00:00

AGENDA ITEM TITLE:

10. 17/18-5061 – RECOMMENDATION REGARDING DUAL IMMERSION PROGRAM - MONROE ELEMENTARY SCHOOL

RECOMMENDATION

The Board of Education will receive the latest updates regarding the Dual Immersion program at Monroe Elementary School and is requested to approve the recommendation of the District. Motion by _____, seconded by _____, Vote _____ Board Member Wong _____, Board Member Rich _____, Board Member Hammond _____ Board Member Gilliland _____, Board President Williams _____

Rationale:

The District has investigated various options to manage the growth of the Dual Immersion program at Monroe Elementary School. This update will include an overview of the expansion process and a recommended course of action from the Superintendent.

Background:

Two years ago, meetings with parents, teachers and staff at Monroe began with the dual focus of determining the middle school to which the program should matriculate and how best to manage the growth of the program. Maintaining both the English only and the Dual Immersion program on the campus was the prevailing sentiment from the staff and parent community. A Dual Immersion Task Force was assembled to discuss the many issues pertaining to the dual students in our district including course selections, program issues, and regulations for the seal of bi-literacy which is awarded upon graduation. One area of major focus, has been the issues surrounding growth at Monroe, which if left unchecked, could yield the population to outgrow the facility.

ATTACHMENTS

Subject: PENDING BOARD ISSUES

Prepared by: Katherine F. Thorossian, Ed. D., Superintendent

Action desired:

The Board of Education will receive status information on identified tasks and review issues of interest for future attention.

Rationale:

This agenda item affords an opportunity for the Board of Education to review the status of items that have been scheduled for Board consideration, raise issues or questions that have not been scheduled for discussion, and place issues in priority order for attention, consistent with the Board Vision.

Issue/Question/Request	Status	Next steps
Cyclical Reports		
LCFF / LCAP	Annual review and revision of LCAP with input from stakeholder groups.	Recommendation to Board in June
Supt. Performance Objectives	Establish performance objectives for Superintendent Evaluation.	Review in May
Review of Vision & Goals	Review Vision & Goals and progress on the Strategic Plan.	Annually by July
Facilities Master Plan	We have received a proposal for consideration	Board review

Issue/Question/Request	Status	Next steps
Cyclical Reports (continued)		
<p>Student Achievement: standards & plans for closing the achievement gap; investigation of model practices, demographic data, and multiple measures of achievement.</p>	<p>Educational Services Board Meeting Reports:</p> <p>5/9/18 • Carl Perkins Application • Outdoor Education Program Report (Weekly Update) • Dual Immersion Program Report</p> <p>5/23/18: • Class of 2018 Report • Music/Art Program Report • Homeless & Foster Youth Report (Board Update) • Village Program Informational Report • CELC Program Report</p> <p>6/13/18: • Multiple Measures Report w/ LCAP data • GATE Program Report (Board Update) • Annual LCAP Public Review</p> <p>6/27/18: • Con Ap approval • LCAP Adoption</p>	
<p>Technology Projects</p>	<p>Staff technology standards & teaching plan – working with Educational Services.</p>	<p>July 2018</p>

Issue/Question/Request	Status	Next steps
Cyclical Reports (Continued)		
Budget/ Enrollment/Staffing	<p><u>2017-18 Budget Preparation Calendar:</u></p> <ul style="list-style-type: none"> • May 9, 2018: 2017-18 Student Attendance Report based on P-2 ADA Report • May 23, 2018: 2018-19 Governor’s May Budget Revision (Board Update) • June 13, 2018: 2018-19 LCAP Public Hearing • June 13, 2018: 2018-19 Adopted Budget Public Hearing • June 27, 2018: 2018-19 LCAP Adoption • June 27, 2018: 2018-19 Budget Adoption 	
WASC Preparations MHS & COHS/MP	Information updates to the Board regarding preparations for WASC at MHS:	MHS: March 18-20, 2019
Redevelopment/ Pass Through Funds	Board update after District receives information from the County.	Upon receipt of funds
Village Extended Day Program	Board Report on Village Program - Even years in Spring.	May 23, 2018

Issue/Question/Request	Status	Next steps
Legislative Policy	<ul style="list-style-type: none"> • Review legislative policy changes/updates • Special Education funding 	
Monrovia Days 2018	Date and logistics have been planned	<ul style="list-style-type: none"> • May 18-20, 2018

Issue/Question/Request	Status	Next Steps
Regular Policy Review	District Vision – 0000; Community Relations – 1000; Administration – 2000; Board Operations – 8000; Board Bylaws – 9000	2017-18
	Business Policies	2017-18
	Human Resources Policies	2017-18
	Educational Services Policies	2017-18
	Pupil Personnel Services	2017-18