

Fullerton School District  
1401 W. Valencia Drive  
Fullerton, CA 92833

REGULAR MEETING OF THE BOARD OF TRUSTEES  
NOTICE TO THE PUBLIC

REGULAR MEETINGS OF THE BOARD OF TRUSTEES are typically held on the second and fourth Tuesdays of the month at 5:30 p.m. in the District Board Room located at 1401 West Valencia Drive, unless otherwise noted. The agenda is posted a minimum of 72 hours prior to the meeting.

AGENDA ITEMS - Per Board Bylaw 9322(a), a member of the public may request that a matter within the jurisdiction of the Board be placed on the agenda of a Regular meeting. The request must be in writing and submitted to the Superintendent with supporting documents and information, if any, at least ten (10) working days before the scheduled meeting date. The Superintendent/designee shall decide whether a request is within the subject matter jurisdiction of the Board, whether an item is appropriate for discussion in Open or Closed Session, and how the item shall be stated on the agenda.

PUBLIC COMMENTS - The Board meeting follows rules of decorum. The public may address the Board on items of public interest within the Board's jurisdiction. Per Board Bylaw 9323, individual speakers shall be allowed three minutes to address the Board on each agenda or non agenda item. The Board limits the total time for public input on each item to 20 minutes. The total time allowed for Public Comment shall be 30 minutes. Public comments or questions about an item that is on the posted agenda will be heard at the time the agenda item is considered by the Board. Public comment about an item that is not on the posted agenda will be heard during this time. No action or discussion may take place on an item that is not on the posted agenda except as expressly authorized by law. Since the Board cannot take action on items which are not on the agenda, such items will be referred to the Superintendent for handling. Persons wishing to address the Board are invited to complete and submit a "request to speak" slip to the secretary. These slips are available at the reception counter.

PERSONS ADDRESSING THE BOARD - Please state your name for the record. Comments related to the published agenda shall be limited to 3 minutes per person and 20 minutes total for the agenda item. When any group of persons wishes to address the Board, the Board President may request that a spokesperson be chosen to speak for the group. Public comment will be allowed on items on the agenda at the time each item is considered.

CONSENT ITEMS - These items are considered routine and will be acted upon by one motion unless a member of the Board or staff requests that an item be discussed and/or removed from the consent calendar for separate action.

AMERICANS WITH DISABILITIES ACT - In compliance with the Americans with Disabilities Act, if you need special assistance, disability-related modifications or accommodations, including auxiliary aids or services, in order to participate in the public meetings of the District's governing board, please contact the Office of the Superintendent at (714) 447-7410. Notification 72 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accommodation and accessibility to this meeting. Upon request, the District shall also make available this agenda and all other public records associated with this meeting in appropriate alternative formats for persons with a disability.

FULLERTON SCHOOL DISTRICT  
Regular Meeting of the Board of Trustees  
Tuesday, November 18, 2003  
District Board Room, 1401 W. Valencia Drive, Fullerton, CA 92833  
3:30 p.m. Closed Session  
5:30 p.m. Open Session  
Agenda

Call to Order and Pledge of Allegiance

Public Comments

Recess to Closed Session - Agenda:

- Pupil Discipline [Education Code sections 48918 and 48912(c)]

Report from Closed Session

Recess to Closed Session – Agenda:

- Conference regarding FETA (Fullerton Elementary Teachers Association) and CSEA (California School Employees Association); District Representative - Dr. Cameron M. McCune [Government Code sections 54954.5(f), 54957.6]
- Public Employee Discipline, Dismissal, Release, and Personnel Matters [Government Code sections 54954.5(d), 54957]
- Potential Litigation [Government Code section 54956.9(b)(1)]

Call to Order and Pledge of Allegiance

Report from Closed Session

Introductions

Girl Scout Troop #615 from Orangethorpe School, Flag Salute

Superintendent's Report

Information from the Board of Trustees

Information from PTA, FETA, CSEA, FESMA

Public Comments - Policy

The Board meeting follows rules of decorum. The public may address the Board on items of public interest within the Board's jurisdiction. Per Board Bylaw 9323, individual speakers shall be allowed three minutes to address the Board on each agenda or non-agenda item. The Board limits the total time for public input on each item to 20 minutes. The total time allowed for Public Comment shall be 30 minutes. Public comments or questions about an item that is on the posted agenda will be heard at the time the agenda item is considered by the Board. Public comment about an item that is not on the posted agenda will be heard during this time. No action or discussion may take place on an item that is not on the posted agenda except as expressly authorized by law. Since the Board cannot take action on items that are not on the agenda, such items will be referred to the Superintendent for handling. Persons wishing to address the Board are invited to complete and submit a "request to speak" slip to the secretary. These slips are available at the reception counter.

Public Comments

### Information Items

- District Activities Calendar from November 19, 2003 through December 9, 2003

### Approve Minutes

Regular meeting on November 4, 2003 and Special meeting on November 6, 2003

### Approve Consent Agenda and/or Request To Move An Item to Action

#### Consent Items – District 22

Actions for Consent Items are consistent with approved practices of the District and are deemed routine in nature. Since Trustees receive Board agenda backup information in advance of scheduled meetings, they are prepared to vote with knowledge on the Consent Items. Board Members routinely contact District staff for clarification of Board items, prior to the meeting. Consent Items are voted on at one time, although any such item can be considered separately at a Board member's request, in which event it will be acted upon subsequent to action on the Consent Items.

- 1a. Approve/ratify Assignment of Certificated Personnel Report as submitted.
- 1b. Approve/Ratify Purchase Orders Numbered 422B0074 through 422B0079, 422C0072 through 422C0077, 422D0078 through 422D0091, 422M0225 through 422M0231, 422R0648 through 422R0715, 422T0039 through 422T0040, 422V0058 through 422V0066, and 422X0300 through 422X0310.
- 1c. Approve/ratify Food Services purchase orders numbered 600313 through 600375 for 2003/2004.
- 1d. Approve/ratify warrants numbered 34666 through 34865 for the 2003/2004 school year in the amount of \$458,160.83.
- 1e. Approve/ratify Food Services warrants numbered 2247 through 2289 in the amount of \$76,686.04 for the 2003/2004 school year.
- 1f. Approve/ratify Classified Personnel Report as submitted.
- 1g. Ratify contract with PJHM Architects to provide miscellaneous architectural and consulting services effective July 1, 2003 through June 30, 2005.
- 1h. Ratify substitution of subcontractor for roofing at Robert C. Fisler School.
- 1i. Approve 2003-2004 overnight field trips for Golden Hill School and out-of-town field trip for Sunset Lane fourth grade students to Sacramento.
- 1j. Approve Memorandum of Understanding with California State University, Fullerton, for the provision of after school programs and parent participation activities.
- 1k. Approve/ratify agreement with St. Jude Medical Center for Project Fit America Program at Woodcrest School.
- 1l. Approve/ratify agreement with David Taussig & Associates to update residential and commercial/industrial development school fee justification studies at a cost not to exceed \$10,000.

- 1m. Approve Lynda Hodges to attend out of state conference at California Association of Directors of Activities Conference.
- 1n. Approve Donated Space Agreement with the County of Orange.

#### Action Items – District 22

- 2a. Accept gifts and authorize District staff to express the Board's appreciation to all donors.
- 2b. Approve proposed Board Bylaws 9011 (Disclosure of Confidential/Privileged Information) & 9100 (Organization), revised Board Bylaw 9110 (Terms of Office), and deletion of Board Bylaw 9120 (Officers and Auxiliary Personnel).
- 2c. In order to maximize utilization of available current school sites, maintain fiscal responsibility, and minimize movement of students from one attendance zone to another, the K-8 model, while voluntary, meets District needs. It is recommended that we now designate Robert C. Fidler School as a K-8 school, but phase it in from K-6, K-7 to K-8. Making this determination now will allow other sites to consider plans to move forward with K-8 models. We should also adjust boundaries where necessary to minimize size impact of new K-8 schools adding seventh and then eighth graders. It is also recommended to utilize the "target" school sizes as a guide for future growth or boundary adjustments.
- 2d. Approve revised allocation of supplemental grant funds.

#### Administrative Reports – District 22

- 3a. Facilities Update
- 3b. Budget Update
- 3c. Review proposed revisions to Board Policy and Administrative Regulation 6174 (Education for English language learners)
- 3d. Review proposed revisions to Board Policy and Administrative Regulation 6171 Title I Programs (Education for Disadvantaged Students).

#### Board Member Request(s) for Information and/or Possible Future Agenda Items

#### Adjournment

The next regularly scheduled meeting of the Board of Trustees of the Fullerton School District will be held on December 9, 2003, 5:30 p.m., in the Board Room at the District Offices located at 1401 W. Valencia Drive.

**FULLERTON SCHOOL DISTRICT ACTIVITIES CALENDAR**  
**November 19, 2003 - December 9, 2003**

<b>Wednesday, November 19</b>	Sunset Lane Game Day Ladera Vista Life Films Beechwood Flagpole Assembly Raymond Authors' Tea Richman Parent Coffee Woodcrest Grade 4 Parenting Classes (November 19-20) Acacia DARE Graduation Hermosa Drive Student of the Month Assemblies (Upper – 9:00 a.m.; Primary – 10:10 a.m.) Hermosa Drive Evening Performance (Mrs. Gabriel's and Mrs. Zinnel's Class) Ladera Vista Fall Musical Performance (At Fullerton High School) Laguna Road Grade 6 Play/Bake Sale (November 19-20)
8:10 a.m.	
8:15 a.m.	
8:15 a.m.	
8:30 a.m. – 11:30 a.m.	
9:00 a.m.	
9:00 a.m. & 10:10 a.m.	
6:30 p.m. – 7:30 p.m.	
7:00 p.m.	
7:00 p.m.	

<b>Thursday, November 20</b>	Orangethorpe Grade 4 Bike Rodeo Ladera Vista Family Life Films Sunset Lane Grade 1 Pilgrim Play Acacia Grade 6 Geography with Pumpkins Acacia Grade 5/6 Musical Laguna Road Room 23 to Heritage Hill Park Hermosa Drive Young Authors' Celebration (Primary – 12:30 p.m.; Upper – 1:00 p.m.) Beechwood Reflections Ceremony Beechwood PTA Meeting Richman School Site Council Meeting Orangethorpe Library Night (Hunt Branch Library) Rolling Hills PTA Meeting Ladera Vista Fall Musical Performance (At Fullerton High School)
8:30 a.m.	
8:35 a.m. – 1:45 p.m.	
12:30 p.m. & 1:00 p.m.	
1:20 p.m.	
2:30 p.m.	
2:40 p.m.	
6:30 p.m.	
7:00 p.m.	
7:00 p.m.	

<b>Friday, November 21</b>	Sunset Lane Kindergarten Native American Day Sunset Lane Gift Wrap Pizza Party Laguna Road Room 19 & 6 to Olvera Street (By train) Ladera Vista Fall Musical Performance (At Fullerton High School for Elementary Schools) Beechwood/Mr. Mike Assembly Ladera Vista PTSA Meeting Sunset Lane Coffee With Principal
9:30 a.m. & 12:30 p.m.	
10:30 a.m. & 12:30 p.m.	
11:30 a.m.	
1:30 p.m.	

<b>Monday, November 24</b>	Rolling Hills Hoop Shoot Sunset Lane Limo Lunch with Dr. Dameron Beechwood Picture Make-Up Day Hermosa Drive School Site Council Meeting Ladera Vista School Site Council Meeting
2:45 p.m. – 4:00 p.m.	
3:00 p.m.	

**FULLERTON SCHOOL DISTRICT ACTIVITIES CALENDAR**  
**November 19, 2003 - December 9, 2003 (Continued)**

<b>Tuesday, November 25</b>	Orangethorpe Picture Make-Up Day Acacia Picture Make-Up Day Richman DARE Graduation Sunset Lane Gift Wrap Ice Cream Party All the Arts for All the Kids Foundation Grant Awarding Ceremony Sunset Lane PTA Meeting
1:00 p.m.	
1:30 p.m.	
4:00 p.m.	
6:30 p.m.	

<b>Wednesday, November 26</b>	Raymond Grade 1 Feast Pacific Drive Spirit Day/Kindergarten Feast Beechwood Grade 2 International Melting Potluck Valencia Park Spirit Day Ladera Vista Minimum Day – 11:05 a.m. Dismissal Orangethorpe School Site Council Meeting Laguna Road School Site Council Meeting
1:30 p.m.	
2:30 p.m.	

<b>Thursday, November 27</b>	<b>Thanksgiving Holiday</b>
<b>Friday, November 28</b>	<b>Thanksgiving Holiday</b>

<b>Monday, December 1</b>	Laguna Road Grade 6 Boutique (December 1-4) Sunset Lane Award Assemblies Orangethorpe PTA Meeting Acacia School Site Council Meeting Fern Drive PTA Meeting Raymond PTA Meeting
1:00 p.m.	
5:30 p.m.	
6:30 p.m.	
6:30 p.m.	

<b>Tuesday, December 2</b>	Beechwood Game/Wheel Day Sunset Lane Award Assemblies Valencia Park PTA Board Meeting Acacia PTA Meeting Laguna Road Grade 4 Bike Rodeo Richman Author of the Month (Upper – 11:10 a.m.; Primary – 1:00 p.m.) Pacific Drive PTA Meeting
8:30 a.m.	
9:00 a.m.	
11:10 a.m. & 1:00 p.m.	
7:00 p.m.	

<b>Wednesday, December 3</b>	Raymond Parent Coffee/Meet New Principal Sunset Lane School-Wide Lunch
8:15 a.m.	
12:15 p.m.	

<b>Thursday, December 4</b>	Woodcrest Picture Make-Up Day Orangethorpe Parent Coffee Sunset Lane Picture Make-Up Day Raymond Grade 4 Bike Rodeo Woodcrest School Site Council Meeting Golden Hill School Site Council Meeting Beechwood Barnes & Noble Night
8:15 a.m.	
9:00 a.m.	
1:00 p.m.	
3:15 p.m.	
3:30 p.m.	
6:00 p.m. – 9:00 p.m.	

<b>Friday, December 5</b>	Rolling Hills Vision Screening, K-3-6 Golden Hill Grade 4 Bike Rodeo Parks School Dance Maple Awards Assembly Beechwood Award Assemblies Fern Drive Bike Rodeo Raymond Award Assemblies
1:00 p.m.	
1:15 p.m. & 2:00 p.m.	

<b>FULLERTON SCHOOL DISTRICT ACTIVITIES CALENDAR</b> <b>November 19, 2003 - December 9, 2003 (Continued)</b>
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<b>Monday, December 8</b>  4:00 p.m.	Richman Vision Screening, K-3-6 Orangethorpe Fundraising Party Beechwood Game/Wheel Day Valencia Park Grade 5 Awards Assembly FSD Educational Foundation Star Power Grant Awarding Ceremony
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<b>Tuesday, December 9</b>  1:30 p.m.  5:30 p.m.	Rolling Hills Grade 6 Outdoor Education (December 9-12) Pacific Drive Primary Awards Assembly Valencia Park Grades 4/6 Awards Assembly Fullerton Collaborative (Hunt Branch Library) FSD Board of Trustees Meeting
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Fullerton School District  
Regular Meeting of the Board of Trustees  
Tuesday, November 4, 2003  
District Board Room, 1401 W. Valencia Drive, Fullerton, CA 92833  
4:30 p.m.  
Minutes

Call to Order and Pledge of Allegiance

President Lynn Thornley called a Regular meeting of the Fullerton School District Board of Trustees to order at 4:37 p.m., and Mrs. Thornley led the Pledge of Allegiance to the flag.

Board Members present: Ellen Ballard, Minard Duncan, Hilda Sugarman, and Lynn Thornley (Trustee Kevin Bass absent)

Administration present: Dr. Cameron M. McCune, Dr. Linda Caillet, Dr. Patricia Godfrey, and Mr. Mark Douglas

Public Comments

There were no public comments at this time.

Recess to Closed Session

The Board recessed into Closed Session at 4:38 p.m. for •Pupil Discipline [Education Code Sections 48918 and 48912(c)], •Conference regarding FETA (Fullerton Elementary Teachers Association) and CSEA (California School Employees Association); District Representative - Dr. Cameron M. McCune [Government Code sections 54954.5(f), 54957.6], •Public Employee Discipline, Dismissal, Release, and Personnel Matters [Government Code sections 54954.5(d), 54957], and •Potential Litigation [Government Code section 54956.9(b)(1)].

Call to Order and Pledge of Allegiance

President Thornley called the meeting to order at 5:43 p.m., and Girl Scout Troop #902 from Rolling Hills School led the Pledge of Allegiance to the flag.

Report from Closed Session

President Thornley stated there was nothing to report from Closed Session. Mrs. Thornley congratulated Ana Stover on her appointment as Assistant Superintendent of Personnel in Little Lake School District.

Introductions

Lauralyn Eschner, Coordinator of Fine Arts, awarded the Above and Beyond Recognition Award to District bus mechanic Jon Andrews for his many hours of extra time and dedication working on the Arts LAB (Learning Activities Bus). Eddie Cooper and Mike Brito of the Transportation Department also spoke about Jon's outstanding efforts. President Thornley thanked Jon on behalf of the Board of Trustees and presented him with a plaque and certificate.

Superintendent's Report

Dr. McCune reported: the All the Arts program has received a \$22,000 grant from the California Department of Education, \$12,500 from the R.C. Baker Foundation, and \$7,500 from Los Ayudantes, a non-profit organization, to support and expand the Arts LAB; teams have been visiting K-8 school sites; staff visited with Robert Fidler to discuss ideas for the new school, and Mr. Fidler is donating his mineral collection to the school; he attended the Wine, Cheese, and Wreaths fund-raising event last Sunday commenting on its success in generating \$7,000 for the Educational Foundation; congratulated the District's Teacher of the Year, Penny Endicott from Maple School, who was honored last week at the Disneyland Hotel; noted the All the Arts for All the Kids Pin Auction is this Saturday evening, November 8th, 6:00 p.m., at St. Philip Benizi Parish Hall. Superintendent McCune



asked Jackie Pearce, principal of the new Fisler School, to comment on Fisler School, and Mrs. Pearce reported that she, Pam Ryono, and Cynthia Rounds are working with the architect regarding fossil stamps and the three planned areas at the new Fisler School.

#### Information from the Board of Trustees

President Thornley stated she attended the Teacher of the Year event at the Disneyland Hotel and commented the District's Teacher of the Year, Penny Endicott, was a semifinalist.

Trustee Sugarman commented she recently visited West Virginia where she learned to shoot with a shotgun. Mrs. Sugarman noted she enjoys the monthly newsletters from the school sites and stated she likes the chart in Laguna Road's newsletter that delineates how fund-raising dollars are spent.

Trustee Ballard thanked Ana Stover, Lourene Happpoldt, and Susan Albano for the Summer School Report booklet. Mrs. Ballard commented the District was privileged to receive a grant for preschools to participate in summer school along with the core subjects and the algebra academy. Trustee Ballard also read a few comments from parents and teachers that were included in the booklet.

Trustee Duncan noted he enjoyed the Teacher of the Year event and commented on Penny Endicott becoming a semifinalist. Mr. Duncan attended the Authors' Breakfast at Hermosa Drive School and noted it was very well attended by parents and grandparents, and he stated Richman School had an excellent program during their Red Ribbon Week. Mr. Duncan reported he attended the MEBA Health Fair where he appreciated receiving a flu shot.

#### Information from PTA, FETA, CSEA, FESMA

There was no information presented.

#### Public Comments

Mrs. Eastman, parent of a student at Acacia School, spoke to the Board about her concerns regarding the behavior of her child's teacher and chronicled her communications with the principal and other District staff.

#### Information Items

The District Activities Calendar from November 5, 2003 through November 18, 2003 was presented.

#### Approve Minutes

Moved by Minard Duncan, seconded by Ellen Ballard and carried 3-0 (Trustee Sugarman abstained due to absence) to approve the minutes of the Regular meeting on October 21, 2003.

#### Approve Consent Agenda and/or Request to Move An Item to Action

Moved by Hilda Sugarman, seconded by Ellen Ballard and carried unanimously to approve the consent items with the exception of 1o which was pulled.

#### Consent Items – District 22

- 1a. Approve/ratify Assignment of Certificated Personnel Report as submitted.
- 1b. Approve/Ratify purchase orders numbered 422B0058 through 422B0073, 422C0057 through 422C0071, 422D0057 through 422D0077, 422M0188 through 422M0224, 422R0514 through 422R0647, 422S0056 through 422S0071, 422T0031 through 422T0038, 422V0048 through 422V0057, and 422X0235 through 422X0299.
- 1c. Approve/ratify Food Services purchase orders numbered 600240 through 600312 for 2003/2004.

- 1d. Approve/ratify warrants numbered 34335 through 34665 for the 2003/2004 school year in the amount of \$2,751,443.86.
- 1e. Approve/ratify Food Services warrants numbered 2142 through 2246 in the amount of \$359,161.79 for the 2003/2004 school year.
- 1f. Approve 2003-2004 overnight field trips for Fern Drive, Laguna Road, and Rolling Hills Schools.
- 1g. Approve 50% of the cost of a crossing guard for the intersection of Beechwood Avenue and Puente Street for as long as the crossing guard warrants are met.
- 1h. Approve student teaching agreement with Alliant University for placement of teachers in the Fullerton School District from September 1, 2003 through September 1, 2004.
- 1i. Approve renewal of Unit Cost Contract for Asphalt Paving Replacement and Repair, FSD-02-03-1, with Universal Asphalt for the 2003-04 fiscal year (July 1, 2003 through June 30, 2004).
- 1j. Approve renewal of Unit Cost Contract for Chain Link Fencing Installation and Repair, FSD-02-03-6, with Quality Fence Company, Inc., for the 2003-04 fiscal year (July 1, 2003 through June 30, 2004).
- 1k. Approve renewal of Unit Cost Contract for Floor Covering Replacement and Repair, FSD-02-03-2, with Carpet Land, Inc., for the 2003-04 fiscal year (July 1, 2003 through June 30, 2004).
- 1l. Approve classified tuition reimbursements for Peter Aguirre, George Lacuesta, Rosie Mooney and Maria Wirtz.
- 1m. Approve student teaching agreement with Vanguard University for placement of teachers in the Fullerton School District from September 1, 2003 through September 1, 2004.
- 1n. Approve Memorandum of Understanding between the Orange County Consortium District Intern Program and the Fullerton School District from January 1, 2004 through December 31, 2006 for the Professional Clear Educational Specialist Credential.

*President Thornley announced this item is pulled from the Agenda.*

- 1o. Ratify contract with PJHM Architects to provide miscellaneous architectural and consulting services effective July 1, 2003 through June 30, 2005.

Consent Item – District 48

- 2a. Approve/Ratify Warrants  
Moved by Ellen Ballard, seconded by Minard Duncan and carried unanimously to approve/ratify warrants numbered 1018 through 1019 in the amount of \$917.52.

Action Items – District 22

- 3a. Accept Gifts  
Moved by Hilda Sugarman, seconded by Minard Duncan and carried unanimously to accept the gifts to the District.

President Thornley announced this item is pulled from the Agenda.

- 3b. Approve Memorandum with California State University, Fullerton for the provision of after school programs and parent participation activities.

Administrative Reports – District 22

4a. Facilities Update

Mr. Gary Drabek reported there has been progress with construction at Fisler School including walls, roofing, and parking. Mr. Drabek stated that because the existing aerial topography is obsolete, and in order to avoid excessive change orders, 13 sites will require new aerial topography at a cost of \$80,000, and the purchase order for this will be on the next Board Agenda for approval.

4b. Budget Update

Dr. Patricia Godfrey stated there is no report.

4c. K-8 Study Update

Dr. McCune stated that on Thursday evening, November 6, there would be a Special Board Meeting at Ladera Vista Junior High School beginning at 5:30 p.m. with a presentation to the Board followed by an opportunity for public comments.

4d. Review proposed Board Bylaws 9011 (Disclosure of Confidential/Privileged Information) & 9100 (Organization), review revised Board Bylaw 9110 (Terms of Office), and review deletion of Board Bylaw 9120 (Officers and Auxiliary Personnel).

Mrs. Kathy Ikola briefly spoke about the proposed, revised, and deleted Bylaws that would be on the next Regular Board Agenda for approval.

Board Member Request(s) for Information and/or Possible Future Agenda Items

There were no requests.

Adjournment

President Thornley adjourned the Regular meeting on November 4, 2003 at 6:30 p.m.

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Ellen Ballard, Clerk, Board of Trustees

FULLERTON SCHOOL DISTRICT  
Special Meeting of the Board of Trustees  
Thursday, November 6, 2003  
Ladera Vista Junior High School Multipurpose Room, 1700 E. Wilshire Ave.  
5:30 p.m.  
Minutes

Call to Order and Pledge of Allegiance

President Lynn Thornley called a Special meeting of the Fullerton School District Board of Trustees to order at 5:39 p.m. and led the Pledge of Allegiance to the flag.

Board Members present: Ellen Ballard, Kevin Bass, Minard Duncan, Hilda Sugarman, and Lynn Thornley  
Administration present: Dr. Cameron M. McCune, Dr. Linda Caillet, Dr. Patricia Godfrey, Mr. Mark Douglas

Study Session

Housing for Students – Report by Staff

Board President Lynn Thornley welcomed members of the community in attendance and introduced fellow Trustees and Cabinet Members.

District Superintendent McCune began with the PowerPoint presentation entitled “Planning for Future Growth”, and he explained that this presentation is for Board information and discussion with action anticipated at the next Regular Board meeting on November 18, 2003. Dr. McCune commented that this presentation was developed after careful consideration of the recommendations of the Boundary Committee, public input after the Boundary Committee’s recommendation to him, and the Study Committee of the K-8 schools. Dr. McCune stated that staff is recommending a course of action that includes the potential for different configurations of grades than what now exists, limited boundary changes, and direction regarding the GATE program which will assist staff in coming back with further recommendations regarding the GATE program. Some of the major points presented and discussed by Mr. Douglas, Dr. Godfrey, Dr. Caillet, and Dr. McCune were: Target School Sizes, Student Enrollment Projections, Inter-District Transfers, Target Enrollments, Option #1 “Modified Status Quo”, Option #2 “Convert One K-6 into a 6/7-8”, Option #2a “Alternative Middle School...Fisler School Becomes 6/7-8 School”, Option #2b “Alternative Middle School...Small School in North Quadrant Becomes 6/7-8 School”, Option #3 “Phase-in Several K-8 Schools” (all of the Options presented included plusses, concerns, costs, and timelines to implement), K-8 Model Considerations, Boundary Options and Student Capacity, Boundary Adjustment Recommendations, Core Courses of Study, Elective Options, and GATE Options and Recommendations. There was some discussion between Trustees and Cabinet Members during the presentation.

In summary, Dr. McCune reviewed the reasons supporting Administration’s recommendation to move forward with implementation of a Phased-in K-8 Model, the Timelines to accomplish this, and the four major components of the proposed Implementation Plan. Dr. McCune reported that the PowerPoint presentation would be posted on the District’s web page the next day.

Public Comments

At 7:25 p.m., President Thornley stated public comments would be heard at this time. Several community members spoke with varying opinions including: in favor of the District adding a fourth junior high school; in favor of adding portable classrooms only as needed; not proceeding with K-8 implementation; in favor of K-8 implementation; too soon for the District to make a decision; District should make a decision soon; in favor of converting a K-6 school into a junior high school.

Adjournment

President Thornley adjourned the Special meeting on November 6, 2003 at 8:40 p.m.

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Ellen Ballard, Clerk  
Board of Trustees

**CONSENT ITEM**

DATE: November 18, 2003

TO: Cameron M. McCune, Ed.D., District Superintendent

FROM: Mark L. Douglas, Assistant Superintendent, Personnel Services

SUBJECT: APPROVE/RATIFY ASSIGNMENT OF CERTIFICATED PERSONNEL  
REPORT

Background: The attached document reflects new hires, extra duty assignments, resignation and retirement to be presented to the Board of Trustees.

Funding: Not applicable.

Recommendation: Approve/ratify assignment of certificated personnel report as submitted.

MD/dn

Attachments

FULLERTON SCHOOL DISTRICT ASSIGNMENT OF CERTIFICATED PERSONNEL PRESENTED  
TO THE BOARD OF TRUSTEES ON November 18, 2003

NAME/NAMES	ASSIGN/LOCATION	ACTION	EFFECTIVE DATE
NEW HIRES			
Maricris Medina	School Nurse/Richman	II/6	11/06/03
Susan Brown	Substitute Teacher	Employ	11/06/03
Carolina Giroux	Substitute Teacher	Employ	10/27/03
Lindsey Inglis	Substitute Teacher	Employ	10/28/03
Erica Marston	Substitute Teacher	Employ	10/27/03
Marcella Medina	Substitute Teacher	Employ	11/04/03
Helene Pigne-Tsakiris	Substitute Teacher	Employ	10/30/03
Helena Street	Substitute Teacher	Employ	10/29/03
Damin Suarezl	Substitute Teacher	Employ	11/05/03
Marie-Catherine Viel	Substitute Teacher	Employ	10/27/03

EXTRA DUTY ASSIGNMENTS

Pat Cass	Teaching an Additional Period at Ladera Vista	\$62.68 - 1/7 of per diem from 100	08/28/03 – 06/11/04
Carlos Donnelly	Teaching an Additional Period at Ladera Vista	\$41.19 - 1/7 of per diem from 100	08/28/03 – 06/11/04

RESIGNATION AND RETIREMENT

Ana Stover	Director of Instructional Services	Resignation	11/21/03
Winifred Terrill	Keyboarding/Parks	Retire	01/23/04

This is to certify that this is an exact copy of the Assignment of Certificated Personnel Report approved and recorded in the minutes of the meeting of the Board of Trustees on November 18, 2003.

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Clerk/Secretary

**CONSENT ITEM**  
**District 22 - Fullerton School District**

DATE: November 18, 2003

TO: Cameron M. McCune, Ed. D., District Superintendent

FROM: Patricia Godfrey, Ed.D., Assistant Superintendent  
Business Services

PREPARED BY: Andrea Reynolds, Director of Fiscal Services

SUBJECT: APPROVE/RATIFY PURCHASE ORDERS NUMBERED 422B0074 THROUGH 422B0079, 422C0072 THROUGH 422C0077, 422D0078 THROUGH 422D0091, 422M0225 THROUGH 422M0231, 422R0648 THROUGH 422R0715, 422T0039 THROUGH 422T0040, 422V0058 THROUGH 422V0066, AND 422X0300 THROUGH 422X0310

Background: Expenditures for the Fullerton School District must be approved by the Board of Trustees per Board Policy 3000(b). Any purchase orders included in the number range but excluded in the Purchase Order Detail Report, are purchase orders that have either been cancelled or changed in some manner and appear in the other sections of this report entitled Purchase Order Detail – Cancelled Purchase Orders, or Purchase Order Detail – Change Orders. The following purchase orders have been prepared since the last Board Meeting:

Purchase Order Designations:			
B:	Instructional Materials	S:	Stores
C:	Conferences	T:	Transportation
D:	Direct Delivery	V:	Fixed Assets
L:	Leases and Rents	X:	Open-Regular
M:	Maintenance & Operations	Y:	Open-Transportation
R:	Regular	Z:	Open-Maintenance & Operations

Funding: Funding sources are reflected in the attached listing.

Recommendation: Approve/Ratify Purchase Orders Numbered 422B0074 through 422B0079, 422C0072 through 422C0077, 422D0078 through 422D0091, 422M0225 through 422M0231, 422R0648 through 422R0715, 422T0039 through 422T0040, 422V0058 through 422V0066, and 422X0300 through 422X0310.

PG:AR:dlh

**FULLERTON ELEMENTARY  
PURCHASE ORDER DETAIL REPORT  
BOARD OF TRUSTEES MEETING 11/18/2003**

FROM 10/24/2003 TO 11/04/2003

PO NUMBER	VENDOR	PO TOTAL	ACCOUNT AMOUNT	ACCOUNT NUMBER	PSEUDO / OBJECT DESCRIPTION
422B0074	MAILER ENGINEERING	289.63	289.63	0140655249 4350	Textbook Distribution Discret / Materials and Supplies C
422B0075	HOUGHTON MIFFLIN COMPANY	170.16	170.16	0138055101 4100	Instructional Material K 8 / Textbooks
422B0076	PRO ED	374.44	374.44	0112254101 4310	Special Day Class Non Severe / Materials and Supplies I
422B0077	SCHOLASTIC INC	484.66	484.66	0121212101 4310	Title I Commonwealth Instr / Materials and Supplies Inst
422B0078	AMERICAN RED CROSS	247.44	247.44	0151354341 4350	Health Services / Materials and Supplies Office
422B0079	SRA/MCGRAW HILL CALIFORNIA	959.58	959.58	0124254101 4310	Special Ed IDEA Basic RSP NSH / Materials and Suppli
422C0072	ORANGE CNTY DEPARTMENT OF EDU	375.00	375.00	0130924101 5210	Ed Tech Supp Grant Raymond / Conferences and Meetin
422C0073	APPELBAUM TRAINING INSTITUTE	1,215.00	1,215.00	0121222101 5210	Title I Pacific Drive Instr / Conferences and Meetings
422C0074	CAHPERD	220.00	220.00	0124654221 5210	Special Ed IDEA Personnel Dev / Conferences and Meet
422C0075	ORANGE CNTY DEPARTMENT OF EDU	325.00	325.00	0130928101 5210	Ed Tech Supp Grant Valencia / Conferences and Meeting
422C0076	LATINO FAMILY LITERACY PROJECT	1,200.00	1,200.00	0139252101 5210	Prop 10 OC Families Instr / Conferences and Meetings
422C0077	LOS ANGELES COUNTY OFFICE OF E	90.00	90.00	0140155239 5210	Curriculum Development Discret / Conferences and Mee
422D0078	WHITE RHINO GRAPHICS	130.11	130.11	0125752271 4350	Aft Sch 21st Cent School Admin / Materials and Supplie
422D0079	VIRCO MANUFACTURING CORPORAT	490.16	490.16	0110222109 4310	Instruction Pacific Drive DC / Materials and Supplies Ins
422D0080	WEST GROUP	64.65	64.65	0152258749 4350	Personnel Commission Discret / Materials and Supplies (
422D0081	BALLARD AND TIGHE PUBLISHERS	136.84	136.84	0150755109 4310	CELDT Testing Instr (Mandate) / Materials and Supplies;
422D0082	VIRCO MANUFACTURING CORPORAT	760.82	760.82	2511811851 4310	Facilities Growth Beechwood / Materials and Supplies Ir
422D0083	MEGA PRO	148.82	148.82	0110220109 4310	Instruction Nicolas DC / Materials and Supplies Instr
422D0084	COMPLETE BUSINESS SYSTEMS	3,331.64	3,331.64	0130414101 4310	SBCP Instr Valen Park Intermed / Materials and Supplie
422D0085	ELECTROMEDICAL INSTRUMENTATIC	98.49	98.49	0151354341 5640	Health Services / Repairs by Vendors
422D0086	BARRETT ROBINSON INC	243.74	243.74	0110217109 4310	Instruction Ladera Vista DC / Materials and Supplies Ins
422D0087	PREMIER SCHOOL AGENDA	2,333.82	2,333.82	0130414101 4310	SBCP Instr Valen Park Intermed / Materials and Supplie
422D0088	PULSE, THE	113.14	113.14	0150755109 4310	CELDT Testing Instr (Mandate) / Materials and Supplies;
422D0089	SEATING COMPONENT MFG	963.29	963.29	0110311109 4310	Reimburse Beechwood Disc / Materials and Supplies Ins



**FULLERTON ELEMENTARY  
PURCHASE ORDER DETAIL REPORT  
BOARD OF TRUSTEES MEETING 11/18/2003**

FROM 10/24/2003 TO 11/04/2003

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
422D0090	LIFETOUCH STUDIOS INC	56.00	56.00	0140317279 4350	School Administration Discret / Materials and Supplies C
422D0091	GRANT ENTERPRISES	326.25	326.25	0110217109 4310	Instruction Ladera Vista DC / Materials and Supplies Ins
422M0225	CARPET LAND	276.00	276.00	0153353819 5640	Plant Maintenance DC / Repairs by Vendors
422M0226	ORANGE COUNTY REGISTER	2,029.44	2,029.44	2267718851 5830	CC Facilities Laguna Rd / Legal Advertising
422M0227	EWING IRRIGATION PRODUCTS	96.92	96.92	0153353819 4363	Plant Maintenance DC / Materials and Supplies Repairs
422M0228	FULLERTON, CITY OF	86,000.00	86,000.00	0154950839 5899	Security / Other Expenses
422M0229	NEXTEL COMMUNICATIONS	350.00	350.00	4067750851 5900	CC Facilities / Communications
422M0230	LOWES HIW INC	1,189.56	1,189.56	4067423851 4363	Modernization AE Facil Parks / Materials and Supplies F
422M0231	BEST BUY CHEMICAL AND SUPPLY	477.33	477.33	3569918851 6200	Modernization Laguna Road Sch / Buildings and Improv
422R0648	ACCURATE LABEL DESIGNS INC	255.63	255.63	0121225101 4310	Title I Riechman Instruction / Materials and Supplies Inst
422R0649	XEROX CORPORATION	249.98	249.98	0130452211 4350	SBCP Instr Supervision Dist / Materials and Supplies Of
422R0650	NEXTEL COMMUNICATIONS INC	120.66	120.66	0160690371 4350	Food Services / Materials and Supplies Office
422R0651	STAPLES 025724519	648.98	648.98	0140055249 4350	Mult Media Technology DC / Materials and Supplies OI
422R0652	ALL CITY MANAGEMENT SERVICE	24.98	24.98	0110223109 5630	Instruction Parks DC / Rents and Leases
422R0653	CRUCIAL TECHNOLOGY	1,957.82	1,957.82	0130927101 6410	Ed Tech Supp Grant Sunset Lane / New Equip Less Tha
422R0654	APPLE COMPUTER INC.	59.15	59.15	0130915101 4310	Ed Tech Supp Gmt Golden Hill / Materials and Supplies
422R0655	STAPLES 025724519	21.96	21.96	0130655221 4350	Peer Assistance Review Prog / Materials and Supplies O
422R0656	OFFICE DEPOT BUSINESS SERVICE	103.10	103.10	1231019101 4310	Preschool Instruction / Materials and Supplies Instr
422R0657	JAY'S CATERING	246.20	246.20	0140315279 4350	School Administration Discret / Materials and Supplies C
422R0658	CAILLET, LINDA	103.50	103.50	0152053829 5900	Ed Services Utility DC / Communications
422R0659	ROHLFS, LINDA	111.27	111.27	0110222109 4310	Instruction Pacific Drive DC / Materials and Supplies Ins
422R0660	KELLER, PAM	64.90	64.90	0137452101 4310	Healthy Start Start Up Instr / Materials and Supplies Inst
422R0661	SILVA, JESUS	47.48	47.48	0137452101 4310	Healthy Start Start Up Instr / Materials and Supplies Inst
422R0662	IMAGE ONE GRAPHICS	615.00	615.00	0137452101 4310	Healthy Start Start Up Instr / Materials and Supplies Inst

**FULLERTON ELEMENTARY  
PURCHASE ORDER DETAIL REPORT  
BOARD OF TRUSTEES MEETING 11/18/2003**

FROM 10/24/2003 TO 11/04/2003

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
422R0663	AMERICAN GUIDANCE SERVICE	38.52	38.52	0130415101 4310	SBCP Instr Golden Hill / Materials and Supplies Instr
422R0664	GOV CONNECTION	198.27	198.27	0130915101 4310	Ed Tech Supp Grnt Golden Hill / Materials and Supplies
422R0665	GOV CONNECTION	133.61	133.61	0140955259 4350	Information Systems ServicesDC / Materials and Supplie
422R0666	SCHROCK, STEPHANIE	64.57	64.57	0130419101 4310	SBCP Instr Maple / Materials and Supplies Instr
422R0667	THOMPSON, GLENDA	107.33	107.33	0121219101 4310	Title I Maple Instruction / Materials and Supplies Instr
422R0668	OCEAN INSTITUTE	2,475.00	2,475.00	0110326109 5850	Reimburse Rolling Hills Disc / Admission Fees
422R0669	LIFETOUCH STUDIOS INC	50.00	50.00	0110224109 4310	Instruction Raymond DC / Materials and Supplies Instr
422R0670	TROXELL COMMUNICATIONS	459.02	459.02	0136323101 4310	School Site Grant 01 Parks / Materials and Supplies Instr
422R0671	CDW.G	129.33	129.33	0130655221 4350	Peer Assistance Review Prog / Materials and Supplies O:
422R0672	LAKESHORE LEARNING	482.61	482.61	1231019101 4310	Preschool Instruction / Materials and Supplies Instr
422R0673	CM SCHOOL SUPPLY COMPANY	486.81	486.81	1231019101 4310	Preschool Instruction / Materials and Supplies Instr
422R0674	APPLE COMPUTER INC.	223.04	223.04	0140055249 4350	Multi Media Technology DC / Materials and Supplies OI
422R0675	CDW.G	129.33	129.33	0110222109 4310	Instruction Pacific Drive DC / Materials and Supplies In
422R0676	CORSINI, LESLIE	51.00	51.00	0137352101 4310	Healthy Start Yr 2 Instr / Materials and Supplies Instr
422R0677	OFFICE DEPOT BUSINESS SERVICE	40.80	40.80	0140155239 4350	Curriculum Development Discret / Materials and Supplie
422R0678	ORANGE CNTY DEPARTMENT OF EDU	175.00	175.00	0130423101 5310	SBCP Instr Parks / Dues and Memberships
422R0679	PARENTS AS TEACHERS	31.94	31.94	0126755101 4310	IASA Title I Even Start Instr / Materials and Supplies In:
422R0680	GOV CONNECTION	113.14	113.14	0152657719 4350	Superintendent Discret / Materials and Supplies Office
422R0681	GOV CONNECTION	142.23	142.23	0152258749 4350	Personnel Commission Discret / Materials and Supplies (
422R0682	CYBERGUYS	570.32	570.32	0140955259 4350	Information Systems ServicesDC / Materials and Supplie
422R0683	APPLE COMPUTER INC.	669.13	669.13	0140955259 4350	Information Systems ServicesDC / Materials and Supplie
422R0684	MOONEY, ROSIE	249.50	249.50	0152258749 5885	Personnel Commission Discret / Classified Employees T:
422R0685	ALEGRE, FRANCES	63.25	63.25	0110213109 4310	Instructional Fern Drive DC / Materials and Supplies Ins
422R0686	WIRTZ, MARIA	499.00	499.00	0152258749 5885	Personnel Commission Discret / Classified Employees T:

**FULLERTON ELEMENTARY**  
**PURCHASE ORDER DETAIL REPORT**  
 BOARD OF TRUSTEES MEETING 11/18/2003

FROM 10/24/2003 TO 11/04/2003

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
422R0687	LACUESTA, GEORGE	500.00	500.00	0152258749 5885	Personnel Commission Discret / Classified Employees T
422R0688	AGUIRRE, PETER	499.00	499.00	0152258749 5885	Personnel Commission Discret / Classified Employees T
422R0689	NATIONAL PEN CORPORATION	62.80	62.80	0110220109 4310	Instruction Nicolas DC / Materials and Supplies Instr
422R0690	LOCHEN, KERRY	369.88	369.88	0111220109 4310	Opportunity School Program / Materials and Supplies Inr
422R0691	CORSINI, LESLIE	64.33	64.33	0110220159 4310	Foods Nicolas Jr High / Materials and Supplies Instr
422R0692	JOHNSON, JOYCE	44.18	44.18	0110217159 4310	Foods Ladera Vista / Materials and Supplies Instr
422R0693	OFFICE DEPOT BUSINESS SERVICE	27.68	27.68	0130418101 4310	SBCP Instr Laguna / Materials and Supplies Instr
422R0694	BOWIE ARNESON WILES AND GIANNO	595.00	595.00	3568130851 6200	Amerige Heights Facilities / Buildings and Improve of B
422R0695	SUPPLY MASTER	23.27	23.27	0110216109 4310	Instruction Hermosa Drive DC / Materials and Supplies I
422R0696	BUYCOM INC	37.96	37.96	8152451741 6410	Property and Liability / New Equip Less Than \$10,000
422R0697	BAY ACTUARIAL CONSULTANTS	4,200.00	4,200.00	6852458741 5805	Workers Comp Admin / Consultants
422R0698	GLO AUTO PAINTING	790.56	790.56	8152451741 5899	Property and Liability / Other Expenses
422R0699	EDUCATIONAL RESOURCES	100.16	100.16	8152451741 5899	Property and Liability / Other Expenses
422R0700	GOV CONNECTION	249.99	249.99	0130421101 6410	SBCP Instr Orangethorpe / New Equip Less Than \$10,00
422R0701	LEARNING SERVICES INC	26.93	26.93	8152451741 5899	Property and Liability / Other Expenses
422R0702	SUPPLY MASTER	141.12	141.12	0130416101 4310	SBCP Instr Hermosa / Materials and Supplies Instr
422R0703	PFE INTERNATIONAL INC	119.37	119.37	0152950729 4350	Districtwide Expenditures / Materials and Supplies Offic
422R0704	BURMINCO	1,851.34	1,851.34	0109555109 4310	Beckman Science Instructional / Materials and Supplies I
422R0705	APPLE COMPUTER INC.	765.03	765.03	0140955259 4363	Information Systems ServicesDC / Materials and Supplie
422R0706	PRINT PRINTING	172.40	172.40	0110217109 5860	Instruction Ladera Vista DC / Printing Outside Vendor
422R0707	PIONEER STATIONERS	171.11	171.11	0110222109 4310	Instruction Pacific Drive DC / Materials and Supplies Inr
422R0708	DEMCO SUPPLY INC	49.32	49.32	0110317109 4310	Reimburse Ladera Disc / Materials and Supplies Instr
422R0709	OFFICE DEPOT BUSINESS SERVICE	47.27	31.04	0110217109 4310	Instruction Ladera Vista DC / Materials and Supplies Ins
			16.23	0140317279 4350	School Administration Discret / Materials and Supplies C

**FULLERTON ELEMENTARY  
PURCHASE ORDER DETAIL REPORT  
BOARD OF TRUSTEES MEETING 11/18/2003**

FROM 10/24/2003 TO 11/04/2003

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
422R0710	MAYERJOHNSON COMPANY	109.67	109.67	0125554101 4310	LEA Medi Cal Reimburse Speech / Materials and Suppli
422R0711	DATATEL WIRING PRODUCTS INC	194.57	194.57	0140955259 4350	Information Systems ServicesDC / Materials and Supplie
422R0712	GYM CLOSET	66.13	66.13	01110220109 4310	Instruction Nicolas DC / Materials and Supplies Instr
422R0713	SCHOOL SPECIALTY	24.57	24.57	01110222109 4310	Instruction Pacific Drive DC / Materials and Supplies Ins
422R0714	KELLER, PAM	126.10	126.10	0137352101 4310	Healthy Start Yr 2 Instr / Materials and Supplies Instr
422R0715	KELLER, PAM	102.53	102.53	0121220101 4310	Title I Nicolas Instruction / Materials and Supplies Instr
422T0039	BOURRET'S GLASS AND SCREEN	69.22	69.22	0156656369 4360	Transportation Special Ed DC / Materials and Supplies C
422T0040	SPRING CITY	233.31	76.75	0156556369 4360	Home to Sch Transportation DC / Materials and Supplies
422V0058	UNIVERSAL ASPHALT COMPANY	9,975.20	9,975.20	1453327859 6100	Deferred Maint Fac Sunset Lane / Sites and Improvemen
422V0059	CARPET LAND	2,790.50	2,790.50	1453316859 6200	Deferred Maint Fac Hermosa Dr / Buildings and Improv
422V0060	APPLE COMPUTER INC.	1,938.42	1,938.42	0141155229 6410	Staff Development Disc / New Equip Less Than \$10,000
422V0061	CALIFORNIA DEPARTMENT OF EDUC	5,950.00	5,950.00	3568130851 6200	Amerige Heights Facilities / Buildings and Improve of B
422V0062	APPLE COMPUTER INC.	904.02	904.02	0110326109 6410	Reimburse Rolling Hills Disc / New Equip Less Than \$1
422V0063	GRANT ENTERPRISES	1,154.55	1,154.55	0151454391 6410	Special Services / New Equip Less Than \$10,000
422V0064	APPLE COMPUTER INC.	2,690.52	2,690.52	8152451741 6410	Property and Liability / New Equip Less Than \$10,000
422V0065	LEXMARK INTERNATIONAL	669.59	67.35	8152451741 5899	Property and Liability / Other Expenses
422V0066	APPLE COMPUTER INC.	904.02	904.02	8152451741 6410	Property and Liability / New Equip Less Than \$10,000
422X0300	NEXTEL COMMUNICATIONS	500.00	500.00	0140318829 5900	School Admin Utility DC / Communications
422X0301	FISHER, ELLEN	12,000.00	12,000.00	0152055779 5805	Education Services Discret / Consultants
422X0303	GALLAGHER PEDIATRIC THERAPY	1,120.00	1,120.00	0115554101 5866	Non Public Schools / Nonpublic Agency Services
422X0304	GALLAGHER PEDIATRIC THERAPY	3,440.00	3,440.00	0115554101 5866	Non Public Schools / Nonpublic Agency Services
422X0305	GALLAGHER PEDIATRIC THERAPY	1,040.00	1,040.00	0115554101 5866	Non Public Schools / Nonpublic Agency Services

**FULLERTON ELEMENTARY  
PURCHASE ORDER DETAIL REPORT  
BOARD OF TRUSTEES MEETING 11/18/2003**

FROM 10/24/2003 TO 11/04/2003

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
422X0306	GALLAGHER PEDIATRIC THERAPY	3,440.00	3,440.00	0115554101 5866	Non Public Schools / Nonpublic Agency Services
422X0307	GALLAGHER PEDIATRIC THERAPY	6,640.00	6,640.00	0115554101 5866	Non Public Schools / Nonpublic Agency Services
422X0308	PJHM ARCHITECTS INC	85,227.00	1,788.37	2267710851 6200	CC Facilities Acacia / Buildings and Improve of Build
			1,788.37	2267711851 6200	CC Facilities Beechwood / Buildings and Improve of Bu
			5,130.52	2267712851 6200	CC Facilities Commonwealth / Buildings and Improve of
			6,244.81	2267713851 6200	CC Facilities Fern Dr / Buildings and Improve of Build
			2,565.26	2267714851 6200	CC Facilities VP Intermediate / Buildings and Improve o
			6,244.81	2267715851 6200	CC Facilities Golden Hill / Buildings and Improve of Bu
			6,244.81	2267716851 6200	CC Facilities Hermosa Dr / Buildings and Improve of Bu
			1,788.37	2267717851 6200	CC Facilities Ladera Vista / Buildings and Improve of Bu
			5,130.52	2267718851 6200	CC Facilities Laguna Rd / Buildings and Improve of Bui.
			1,788.37	2267719851 6200	CC Facilities Maple / Buildings and Improve of Build
			2,902.66	2267720851 6200	CC Facilities Nicolas Jr High / Buildings and Improve of
			6,244.81	2267721851 6200	CC Facilities Orangethorpe / Buildings and Improve of E
			5,130.52	2267722851 6200	CC Facilities Pacific Dr / Buildings and Improve of Buil
			1,788.37	2267723851 6200	CC Facilities Parks Jr High / Buildings and Improve of E
			6,244.81	2267724851 6200	CC Facilities Raymond / Buildings and Improve of Build
			5,130.52	2267725851 6200	CC Facilities Richman / Buildings and Improve of Build
			5,130.52	2267726851 6200	CC Facilities Rolling Hills / Buildings and Improve of B
			5,130.52	2267727851 6200	CC Facilities Sunset Ln / Buildings and Improve of Buik
			2,565.26	2267728851 6200	CC Facilities VP Primary / Buildings and Improve of Bu
			6,244.80	2267729851 6200	CC Facilities Woodcrest / Buildings and Improve of Buil
422X0309	STAPLES 025724519	200.00	200.00	0152451749 4350	Risk Management Discretionary / Materials and Supplies
422X0310	STAPLES 025724519	200.00	200.00	8152451741 4350	Property and Liability / Materials and Supplies Office
	<b>Fund 01 Total:</b>	<b>151,266.82</b>			
	<b>Fund 12 Total:</b>	<b>1,072.52</b>			
	<b>Fund 14 Total:</b>	<b>12,765.70</b>			
	<b>Fund 22 Total:</b>	<b>87,256.44</b>			
	<b>Fund 25 Total:</b>	<b>760.82</b>			

**FULLERTON ELEMENTARY  
PURCHASE ORDER DETAIL REPORT  
BOARD OF TRUSTEES MEETING 11/18/2003**

FROM 10/24/2003 TO 11/04/2003

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
Fund 35 Total:		7,022.33			
Fund 40 Total:		1,539.56			
Fund 68 Total:		4,200.00			
Fund 81 Total:		4,515.72			
Total Amount of Purchase Orders:		270,399.91			

**FULLERTON ELEMENTARY**

**PURCHASE ORDER DETAIL REPORT - CHANGE ORDERS**

BOARD OF TRUSTEES MEETING 11/18/2003

FROM 10/24/2003 TO 11/04/2003

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>CHANGE ACCOUNT AMOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
122D0075	CULVER NEWLIN INC	589.85	-221.93 0151454391 4350 +258.11 0151454391 6410	Special Services / Materials and Supplies Office Special Services / New Equip Less Than \$10,000
122L0012	JS CONTAINER	14,892.66	+4,973.19 3569923851 6200	Modernization Parks Jr Hi Sch / Buildings and Improve of)
122M0183	ARROWHEAD DRINKING WATER	3,500.00	+3,000.00 4067450851 4350	Modernization AE Facilities / Materials and Supplies Office
122R0578	CONSOLIDATED PLASTICS COMPANY	133.83	+15.26 0140955259 4350	Information Systems ServicesDC / Materials and Supplies (
122R0593	SOUTHWEST SCHOOL SUPPLY	342.65	+143.31 0130425101 4310	SBCP Instr Richman / Materials and Supplies Instr
122R0642	GOV CONNECTION	91.59	-16.16 0140955259 4350	Information Systems ServicesDC / Materials and Supplies (
122X0122	ALBERTSON'S INC	1,011.08	-1,988.92 0110217159 4310	Foods Ladera Vista / Materials and Supplies Instr
122X0214	PARKER AND COVERT LLP	92,499.68	-13,500.00 0142054201 5825	Special Ed Administration / Legal Assistance
122X0243	ASSISTIVE TECHNOLOGY EXCHANGE	1,325.00	+125.00 0142054201 5805	Special Ed Administration / Consultants
122X0297	CHILDREN'S THERAPY CENTER	2,680.00	+40.00 0115554101 5866	Non Public Schools / Nonpublic Agency Services
122Z0057	PLUMBING AND INDUSTRIAL SUPPLY	5,750.00	+500.00 0153353819 4363	Plant Maintenance DC / Materials and Supplies Repairs

Fund 01 Total:	-14,645.33
Fund 35 Total:	4,973.19
Fund 40 Total:	3,000.00
Total Amount of Change Orders:	-6,672.14

**FULLERTON ELEMENTARY**

**PURCHASE ORDER DETAIL REPORT - CANCELED PURCHASE ORDERS**

BOARD OF TRUSTEES MEETING 11/18/2003

FROM 10/24/2003 TO 11/04/2003

<u>PO NUMBER</u>	<u>VENDOR</u>	<u>PO TOTAL</u>	<u>ACCOUNT AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>PSEUDO / OBJECT DESCRIPTION</u>
122R0103	BEHR PROCESS CORP	123.09	123.09	0110220179 4310	Woods Nicolas Jr High / Materials and Supplies Instr
122X0302	BOWIE ARNESON WILES AND GIANNI	495.85	495.85	3569918851 6200	Modernization Laguna Road Sch / Buildings and Improv
Fund 01 Total:		123.09			
Fund 35 Total:		495.85			
Total Amount of Purchase Orders:		618.94			



**CONSENT ITEM**

DATE: November 18, 2003  
TO: Cameron M. McCune, Ed.D., District Superintendent  
FROM: Patricia Godfrey, Ed.D., Assistant Superintendent  
Business Services  
PREPARED BY: Lisa Saldivar, Director of Food Services  
SUBJECT: APPROVE/RATIFY FOOD SERVICES PURCHASE ORDERS

Background: Board approval is requested for Food Services purchase orders. The purchase order summary dated October 22, 2003 through November 4, 2003 contains purchase orders numbered 600313 through 600375. Open purchase orders list as \$0.00 on the Purchase Order Summary so we have listed them separately. On this register, the amount of the open purchase order is listed as the “not to exceed amount” for the year. For Board information, the listing of Food Services purchase orders is available in the Business Office for review.

Board action is required per Board Policy 3000(b), Roles of Board of Trustees.

Funding: Food Services Fund (13).

Recommendation: Approve/ratify Food Services purchase orders numbered 600313 through 600375 for 2003/2004.

PG:LS:ln

**CONSENT ITEM**  
**District 22 – Fullerton School District**

DATE: November 18, 2003  
TO: Cameron M. McCune, Ed.D., District Superintendent  
FROM: Patricia Godfrey, Ed.D., Assistant Superintendent  
Business Services  
PREPARED BY: Andrea Reynolds, Director of Fiscal Services  
SUBJECT: APPROVE/RATIFY WARRANTS

Background: Board approval is requested for warrants 34666 through 34865 for the 2003/2004 school year. The total amount presented for approval is \$458,160.83. For Board information, the listing of the warrants is available in the Business Office for review.

Board action is required per Board Policy 3000(b), Roles of Board of Trustees.

01	General Fund	\$401,434.33
12	Child Development	15.12
14	Deferred Maintenance	7,932.40
21	Building Fund	0
22	G.O. Bond 2002A	8,778.00
25	Capital Facilities	6,122.40
35	School Facility	1,127.21
40	Special Reserve	22,099.13
68	Workers' Compensation	9,048.69
81	Property/Liability Insurance	1,603.55
	Total	<u>\$458,160.83</u>

Funding: Funding sources as reflected in the above listing.

Recommendation: Approve/ratify warrants numbered 34666 through 34865 for the 2003/2004 school year in the amount of \$458,160.83.

PG:AR:dlh

**CONSENT ITEM**

DATE: November 18, 2003  
TO: Cameron M. McCune, Ed.D., District Superintendent  
FROM: Patricia Godfrey, Ed.D., Assistant Superintendent  
Business Services  
PREPARED BY: Lisa Saldivar, Director of Food Services  
SUBJECT: APPROVE/RATIFY FOOD SERVICES WARRANTS

Background: Board approval is requested for warrants numbered 2247 through 2289 for the 2003/2004 school year. The total amount presented for approval is \$76,686.04. For Board information, the listing of the Food Services warrants is available in the Business Office for review.

Board action is required per Board Policy 3000(b), Roles of Board of Trustees.

Funding: Food Services Fund (13).

Recommendation: Approve/ratify Food Services warrants numbered 2247 through 2289 in the amount of \$76,686.04 for the 2003/2004 school year.

PG:LS:ln

**CONSENT ITEM**

DATE: November 18, 2003  
TO: Cameron M. McCune, Ed.D., District Superintendent  
FROM: Kathleen Carroll, Director of Classified Personnel Services  
SUBJECT: APPROVE/RATIFY CLASSIFIED PERSONNEL REPORT

Background: The Classified Personnel Report reflects changes in employee status and was approved by the Personnel Commission at its meeting on November 13, 2003. The report is submitted to the Board of Trustees for approval on a monthly basis.

Funding: Personnel action documents reflect budget numbers that are forwarded to the Business Services division.

Recommendation: Approve/ratify Classified Personnel report as submitted (add merit stipends, add medical stipends, add/remove substitute classifications, increase/decrease hours, leave of absence, new hires, new school year hours, promotion, remove working out of classifications, resignations, service retirement, step raises, temporary additional hours, terminations, transfers, voluntary demotion, voluntary reduction of hours and working out of classification).

KC:ph

Attachments

FULLERTON SCHOOL DISTRICT CLASSIFIED PERSONNEL REPORT  
PRESENTED TO PERSONNEL COMMISSION: 11/13/03  
PRESENTED TO BOARD OF TRUSTEES: 11/18/03

First Name	Last Name	Classification	Action	Effective	Site	Hours	Program	Range
Kathleen	Carroll	Director of Classified Pers.	Add 1% merit stipend	07/01/03	58	8.00	522	Contract
Patricia	Godfrey	Asst. Superintendent, B.S.	Add 1% merit stipend	07/01/03	50	8.00		Contract
Mariana	Pharris	Instr. Asst./SE	Add medical stipend	08/28/03	20	6.00		B14/6
Erica	Ramynke	Instr. Asst./SE	Add medical stipend	10/06/03	20	6.00		B14/6
April	Skinner	Ed Media Asst./sub	Add substitute classification	10/21/03	22		212	B19/1
Margaret	Dutton	Instr. Asst./SE/sub	Change location from D.H.	10/27/03	22		999	B14/6
Zahra	Atighechi	Playground Sup.	Change to regular status	09/17/03	18	1.00	100	B11/1
Shari	Carreon	Playground Sup./sub	Change to substitute status	08/28/03	10		100	B11/1
Annie	Hargis	Playground Sup./sub	Change to substitute status	10/17/03	24			B11/1
Guadalupe	Vallejo	Playground Sup./sub	Change to substitute status	10/15/03	20	1.50		B11/1
Arturo	Perez	Custodian I	Hire probationary status	10/06/03	53	3.75	542	B17/1
Gemma	Alvarez	Instr. Asst./BB	Hire probationary status	11/04/03	22	3.00	212	B14/1
Erika	Ruiz	Instr. Asst./BB	Hire probationary status	10/29/03	25	3.50	310	B14/1
Amy	Bokn	Instr. Asst./Rec.	Hire probationary status	09/29/03	10	10.0/wk	103	B11/1
Kevin	Hickman	Instr. Asst./SE	Hire probationary status	10/21/03	20	6.00	121	B14/1
Joshua	Schlener	Instr. Asst./SE	Hire probationary status	10/14/03	25	3.50	248	B14/1
Paige	Tran	Instr. Asst./SE	Hire probationary status	11/10/03	26	3.00	126	B14/1
Kathy	Bangs	Playground Sup.	Hire regular status	08/28/03	22	1.75	304	B11/1
Miriam	Darrow	Playground Sup.	Hire regular status	10/01/03	25	9.50/wk	100	B11/1
Lisa	Gergen	Playground Sup.	Hire regular status	10/21/03	24	6.2/wk	100	B11/1
Annie	Hargis	Playground Sup.	Hire regular status	10/17/03	24	6.20/wk	100	B11/1
Barbara	Hauptert	Playground Sup.	Hire regular status	10/01/03	11	1.00	100	B11/1
Hilda	Hornidge	Playground Sup.	Hire regular status	08/28/03	22	1.75	212	B11/1
Cynthia	Lamunyon	Playground Sup.	Hire regular status	10/29/03	15	1.50	100	B11/1
Lorie	Leocadio	Playground Sup.	Hire regular status	08/28/03	26	3.50/wk	100	B11/1
Nicole	Magner	Playground Sup.	Hire regular status	10/09/03	20	1.50	100	B11/1
Bethany	Robinson	Playground Sup.	Hire regular status	08/28/03	10	3.00/wk.	100	B11/1
Elaine	Wieland	Playground Sup.	Hire regular status	09/29/03	11	1.00	100	B11/1
Jennifer	York	Playground Sup.	Hire regular status	10/01/03	25	9.50/wk	100	B11/1
Myrna	Calvillo	After School Site Lead/sub	Hire substitute status	09/15/03	55		999	B18/1
Brenda	Viveros	After School Site Lead/sub	Hire substitute status	10/01/03	55		999	B18/1
Sergio	Flores	Custodian I/sub	Hire substitute status	09/19/03	53		542	B17/1

FULLERTON SCHOOL DISTRICT CLASSIFIED PERSONNEL REPORT  
PRESENTED TO PERSONNEL COMMISSION: 11/13/03  
PRESENTED TO BOARD OF TRUSTEES: 11/18/03

First Name	Last Name	Classification	Action	Effective	Site	Hours	Program	Range
Maria	De Garcia	Food Service Asst. I/sub	Hire substitute status	11/03/03	90		606	B08/1
Margarita A.	Hernandez	Food Service Asst. I/sub	Hire substitute status	10/03/03	90		606	B08/1
Zoila	Jijon	Food Service Asst. I/sub	Hire substitute status	10/23/03	90		606	B08/1
Elizabeth	Manriquez	Food Service Asst. I/sub	Hire substitute status	10/01/03	90		100	B08/1
Wen Ying	Wang	Food Service Asst. I/sub	Hire substitute status	09/29/03	90		606	B08/1
Lourdes	Lopez	FSA I/sub	Hire substitute status	10/03/03	90		606	B08/1
Jesus	Arias	Instr. Asst./BB/sub	Hire substitute status	09/25/03	55		999	B14/1
Liliana	Alcaraz	Instr. Asst./Rec./sub	Hire substitute status	10/15/03	55		999	B11/1
Saul	Tapia-Alvarez	Instr. Asst./Rec./sub	Hire substitute status	11/05/03	55		999	B11/1
Diane	Bardwell	Playground Sup./sub	Hire substitute status	10/29/03	13		100	B11/1
Barbara	Foster	Playground Sup./sub	Hire substitute status	11/03/03	24		100	B11/1
Juliana	Gordillo	Playground Sup./sub	Hire substitute status	10/01/03	21		100	B11/1
Paul	Hoffman	Playground Sup./sub	Hire substitute status	10/23/03	22		100	B11/1
Sabrina	Luke	Playground Sup./sub	Hire substitute status	10/28/03	28		100	B11/1
Miriam	Maya-Futch	Playground Sup./sub	Hire substitute status	10/01/03	16		100	B11/1
Lisa	McBenttes	Playground Sup./sub	Hire substitute status	10/31/03	22		100	B11/1
Maria	Morales	Playground Sup./sub	Hire substitute status	09/29/03	16		100	B11/1
Martina	Ortega	Playground Sup./sub	Hire substitute status	10/10/03	21		100	B11/1
Barbara	Stellmack	Playground Sup./sub	Hire substitute status	10/02/03	10		100	B11/1
Andrea	Schulz	Translator/Bilingual Tech. Asst.	Hire substitute status	10/08/03	99		999	B24/6
Ines	Abrego	Bus Driver	Increase hours	10/18/03	56	31.3/wk	566/565	B21/6
Brian	Autry	Bus Driver	Increase hours	10/18/03	56	32.7/wk	566/565	B21/4
Roxanna	Avilez	Bus Driver	Increase hours	10/18/03	56	35.2/wk	566/565	B21/6
rRchard	Cummer	Bus Driver	Increase hours	10/18/03	56	30.2/wk	566/565	B21/6
Angel	Escalante	Bus Driver	Increase hours	10/18/03	56	32.6/wk	566/565	B21/6
Maria "Terry"	Gonzalez	Bus Driver	Increase hours	10/18/03	56	30.3/wk	566/565	B21/5
Tom	Gutierrez	Bus Driver	Increase hours	10/18/03	56	32.1/wk	565	B21/3
Deborah	Javelosa	Bus Driver	Increase hours	10/18/03	56	34.1/wk	566/565	B21/6
Donna	Jensen	Bus Driver	Increase hours	10/18/03	56	33.6/wk	565	B21/5
Karen	Kingston	Bus Driver	Increase hours	10/18/03	56	36.4/wk	566/565	B21/6
Ramon	Loza	Bus Driver	Increase hours	10/18/03	56	34.0/wk	565	B21/3
Beatrice	Martin	Bus Driver	Increase hours	10/18/03	56	34.2/wk	566	B21/6

FULLERTON SCHOOL DISTRICT CLASSIFIED PERSONNEL REPORT  
PRESENTED TO PERSONNEL COMMISSION: 11/13/03  
PRESENTED TO BOARD OF TRUSTEES: 11/18/03

First Name	Last Name	Classification	Action	Effective	Site	Hours	Program	Range
Cristi	Medina	Bus Driver	Increase hours	10/18/03	56	33.0/wk	566/565	B21/3
Wendy	Myrick	Bus Driver	Increase hours	10/18/03	56	32.7/wk	566/565	B21/4
Sailasa	Nailava	Bus Driver	Increase hours	10/18/03	56	32.5/wk	566/565	B21/6
Ana	Navarrete	Bus Driver	Increase hours	10/18/03	56	30.9/wk	565	B21/3
Oralia	Pirali	Bus Driver	Increase hours	10/18/03	56	30.9/wk	566/565	B21/3
Michael	Stenner	Bus Driver	Increase hours	10/18/03	56	33.6/wk	566/565	B21/6
Nina	Wilson	Bus Driver	Increase hours	10/18/03	56	33.8/wk	566/565	B21/6
Angelica	Villa	Instr. Asst./SE	Increase hours from 24.75/wk	08/28/03	10	25.0/wk	242/304	B14/6
Kimberly	Valadez	Playground Sup.	Increase hours from 1.0	10/20/03	26	3.00	101/103	B11/1
Dorothy	Garcia	Playground Sup.	Increase hours from 1.5	08/28/03	22	2.75	212	B11/1
Virginia	Nelson	Playground Sup.	Increase hours from 1.5	08/28/03	22	2.00	212	B11/1
Kathy	Oba	Playground Sup.	Increase hours from 1.8	09/25/03	100	2.20	100	B11/1
Juana	Garcia	Playground Sup.	Increase hours from 2.1	09/02/03	27	2.40	100/101	B11/1
Elissa	Sanchez	Playground Sup.	Increase hours from 2.8	10/20/03	26	3.20	100/103	B11/1
Angelina	Ortega	Playground Sup.	Increase hours from 3.5	09/02/03	27	3.60	100/101	B11/1
Lorie	Leocadio	Playground Sup.	Increase hours from 3.5/wk	10/20/03	26	2.10	100/103	B11/1
Soria	Badal	Playground Sup.	Increase hours from 8.4/wk	08/28/03	10	8.70/wk	100	B11/1
Claudia	Bodeman	Instr. Asst./SE	Leave of absence	09/29/03	29	3.50		B14/6
Darla	Foss	Bus Driver	New school year hours	08/22/03	56	32.2/wk	565/566	B21/6
Maria Carmen	Serna	Administrative Secretary	Promotion	10/20/03	51	8.00	521	C30/5
Darla	Foss	Bus Driver	Reduction of hours	10/18/03	56	30.5/wk	566/565	B21/6
Mireya	Alvarez	Instr. Asst./BB	Remove working out of classification	10/22/03	25	3.75	212	B14/6
Irma	Edmunds	Instr. Asst./Reg.	Remove working out of classification	08/22/03	12	4.00	403	B19/3
Adine	Goldberg	Administrative Secretary	Resignation	11/03/03	51	8.00	521	
Rebecca	Cheung	Financial Analyst	Resignation	10/10/03	50	8.00		M12/2
Myrna	Calvillo	After School Site Lead	Resignation (hire sub status)	09/12/03	55	20.0/wk	257	B18/1
Angelina	Hayes	Instr. Asst./BB	Service retirement	11/01/03	19	3.50		B14/6
Roger	Contreras	Bus Driver	Step raise	11/01/03	56	30.0/wk		B21/2
Rosalva	Cruz	Bus Driver	Step raise	11/01/03	56	30.3/wk		B21/5
Maria "Terry"	Gonzalez	Bus Driver	Step raise	11/01/03	56	30.3/wk		B21/6
Love	Jefferson	Bus Driver	Step raise	11/01/03	56	30.0/wk		B21/2
Proceso	Jusay	Bus Driver	Step raise	11/01/03	56	30.0/wk		B21/2

FULLERTON SCHOOL DISTRICT CLASSIFIED PERSONNEL REPORT  
PRESENTED TO PERSONNEL COMMISSION: 11/13/03  
PRESENTED TO BOARD OF TRUSTEES: 11/18/03

First Name	Last Name	Classification	Action	Effective	Site	Hours	Program	Range
Bobby	Collins	Custodian I	Step raise	11/01/03	13	8.00		B17/6
Edgar	Hermosillo	Custodian I	Step raise	11/01/03	53	3.75		B17/2
Jesus	Sotelo	Custodian I	Step raise	11/01/03	14/28	8.00		B17/6
Vivian	Ramirez	Ed Media Asst.	Step raise	11/01/03	10	28.5/wk		B19/5
Raul	Vargas	Gardener	Step raise	11/01/03	53	8.00		B19/3
Belinda	Ochoa	Instr. Asst./BB	Step raise	11/01/03	18	15.5/wk		B14/3
Robert	Jacobs	Instr. Asst./Rec.	Step raise	11/01/03	15	14.0/wk		B11/2
Laura	Marez	Instr. Asst./Rec.	Step raise	11/01/03	55	17.5/wk		B11/3
Jason	Neumann	Instr. Asst./SE	Step raise	11/01/03	16	3.00		B14/2
Anna	Valdez	Instr. Asst./SE	Step raise	11/01/03	27	3.30		B14/3
Deborah	York	Instr. Asst./SE	Step raise	11/01/03	25	3.50		B14/4
Mickie	Pagano	Clerical Asst. I/sub	Temporary additional hours	08/11/03	27	3.75	102	B17/1
Joan	Bates	Clerical Asst. II/sub	Temporary additional hours	09/16/03	55	8.00	520	B19/1
Gabriella	Garcia	AVID Tutor	Terminate - no longer available	08/27/03	17			
Danny	Ortega	Custodian I/sub	Terminate - no longer available	09/25/03	53			B17/1
Lourdes	Lopez	Food Service Asst. I/sub	Terminate - no longer available	10/23/03	90			B08/1
Jacqueline	Sanchez	Food Service Asst. I/sub	Terminate - no longer available	11/05/03	90		606	B08/1
Jesus J.	Arias	Instr. Asst./BB/sub	Terminate - no longer available	10/20/03	55			B14/1
Ginger	Garcia	Instr. Asst./SE	Terminate - no longer available	10/13/03	99		999	B14/1
Andrew	Lindeman	Instr. Asst./SE/sub	Terminate - no longer available	10/10/03	99		999	B14/1
Brenda	Medina	Playground Sup.	Terminate - no longer available	09/04/03	26	2.80	100	B11/1
Diane	Parker	Playground Sup.	Terminate - no longer available	10/16/03	24	6.30/wk.	100	B11/1
Yolanda	Villalobos	Playground Sup.	Terminate - no longer available	08/28/03	25	9.50/wk	100	B11/1
Jesus	Arias	Instr. Asst./BB	Terminate on probation (hire sub status)	09/24/03	55	19.5/wk	257	B14/1
Jessica	Anderson	Instr. Asst./SE	Transfer from Fern Dr.	08/27/03	27	3.30		B14/2
Magdalena	Martinez	Instr. Asst./BB	Transfer from Pac Dr. to L.V.(ASP)	08/27/03	55	19.5/wk		B14/2
Monique	Castaneda	Instr. Asst./BB	Transfer from Pac Dr. to Ray. (ASP)	08/27/03	55	19.5/wk		B14/3
Linda	Jimenez	Social Service Asst.	Voluntary demotion (increase hrs.)	10/01/03	25	8.00	392	B16/5
Marlene	Cedillo	Administrative Secretary	Working out of classification	10/27/03	55	8.00	520	B30/2
Josue	Abarca	After School Site Lead	Working out of classification	10/03/03	55	20.0/wk	257/324	B18/4
Luis	Garcia	Custodian II	Working out of classification	10/06/03	20	8.00		B24/2
Julie	Boden	Food Service Asst. III	Working out of classification	09/29/03	90	8.00	606	B16/5



FULLERTON SCHOOL DISTRICT CLASSIFIED PERSONNEL REPORT  
 PRESENTED TO PERSONNEL COMMISSION: 11/13/03  
 PRESENTED TO BOARD OF TRUSTEES: 11/18/03

<b>First Name</b>	<b>Last Name</b>	<b>Classification</b>	<b>Action</b>	<b>Effective</b>	<b>Site</b>	<b>Hours</b>	<b>Program</b>	<b>Range</b>
James	Konegni II	Grounds Equip. Opr.	Working out of classification	10/06/03	53	8.00		B22/4
Maria Teresa	Martinez	School Office Manager	Working out of classification	10/20/03	19	8.00	403	B25/2
Matthew	Schlater	Sprinkler Repair	Working out of classification	10/06/03	53	8.00		B30/3

**CONSENT ITEM**

DATE: November 18, 2003

TO: Cameron M. McCune, Ed.D., District Superintendent

FROM: Patricia Godfrey, Ed.D., Assistant Superintendent  
Business Services

SUBJECT: RATIFY CONTRACT WITH PJHM ARCHITECTS THROUGH JUNE 30, 2005

Background: The District has utilized the services of PJHM Architects during the past several years for various types of facilities-related professional services. At the October 7<sup>th</sup> Board Meeting, the Board approved PJHM Architects for architectural and engineering services related to upcoming Measure CC projects. This ratification provides for the continuation of other professional services by PJHM Architects or its subconsultants. The need for these various professional services is driven by the significant volume of facility modifications and new construction stemming from continuing implementation of Measure CC projects, along with enrollment-driven facility challenges. Due to PJHM's overall understanding of District facilities, the firm is able to provide timely responses to District requests for "ad-hoc" cost estimates, such as is currently underway related to potential K-8 conversions. The contract is available for review in the Business Office.

Funding: General Fund (01 and various Facility Funds).

Recommendation: Ratify contract with PJHM Architects to provide miscellaneous architectural and consulting services effective July 1, 2003 through June 30, 2005.

PG:jw

**CONSENT ITEM**

DATE: November 18, 2003

TO: Cameron M. McCune, Ed.D., District Superintendent

FROM: Patricia Godfrey, Ed.D., Assistant Superintendent  
Business Services

PREPARED BY: Gary Drabek, Director of Maintenance, Operations and Facility Services

SUBJECT: RATIFY SUBSTITUTION OF SUBCONTRACTOR FOR ROOFING AT  
ROBERT C. FISLER SCHOOL

Background: On March 26, 2003, the Board of Trustees adopted Resolution No. 02/03-27 authorizing delegation of authority for Superintendent or designee(s) to approve or disapprove substitution of subcontractors subject to ratification by the Governing Board. KPRS Construction Services, Inc., has submitted to the Fullerton School District a letter of request for the substitution of subcontractor for the roofing portion of the work at Robert C. Fislser School. The original subcontractor listed by KPRS, RGSLA, is unable to perform the work as outlined in the bid documents as they are not an approved installer of the specified roofing system. There will be no delay in construction with this substitution.

Pursuant to the Public Contract Code, Section 4107, the District has authorized KPRS Construction Services, Inc. to substitute RGSLA with Stone Roofing Company. The cost remains unchanged with this substitution.

Funding: Measure CC Fund (22).

Recommendation: Ratify substitution of subcontractor for roofing at Robert C. Fislser School.

PG:GD:mm

**CONSENT ITEM**

DATE: November 18, 2003

TO: Cameron M. McCune, Ed.D., District Superintendent

FROM: Linda Caillet, Ed.D., Assistant Superintendent,  
Educational Services

SUBJECT: APPROVE 2003/2004 OVERNIGHT FIELD TRIPS FOR GOLDEN HILL  
SCHOOL AND OUT-OF-TOWN FIELD TRIP FOR SUNSET LANE  
FOURTH GRADE STUDENTS TO SACRAMENTO

Background: Golden Hill School has requested permission to take their fifth and sixth grade students on overnight field trips during the 2003-2004 school year. The trips are sponsored by the Orange County Ocean Institute. Accommodations for students unable to attend any field trip will be made in one of the other classrooms. Information about the coordinating agency, teachers, students and parent volunteers follows:

Orange County Ocean Institute (OI) Overnight Programs: Orange County Ocean Institute offers several science schools including: "*Before the Mast*", "*Chaparral to Ocean*", "*Surfscience Overnight*", and "*Carry On, Mr. Bowditch*". The students will be involved in science activities relating to: environmental science, weather, living things, and American history related to lifestyles of today, Classroom preparation and follow-up will enhance the learning of the students as they have the opportunity to experience, first hand, what they have been studying and will serve to integrate into social science and language arts.

A total of 62 students and seven parents from Jennifer Rovira, Nancy Chung, and Sarah Lentz's 5<sup>th</sup> grade classes will attend the overnight trip. The cost per student varies from \$77.00 to \$80.00. One-hundred-twenty-two students and 10 parents from Rise Long, Suzanne Lee, and Ward Rovira's 6<sup>th</sup> grade classes will attend the two-night trip. The cost per student is \$189.00.

Sunset Lane Elementary School requests approval of a field trip to Sacramento for their fourth grade students. The purpose of the trip is to provide students with a hands-on-experience of our State government and to expose them to California historical sites in the Sacramento area. Approximately 70 fourth graders, four teachers and 18 parents will participate in the trip (1:5 student/adult ratio). The group will have an opportunity to meet with representatives at the State Capitol, visit the Vietnam Memorial, have a photo stop at Old Governor's Mansion, explore Sutter's Fort, and pan for gold at the American River.

Copies of detailed information on the field trips are available for review in the Superintendent's office.

Funding:

Golden Hill - There is no cost to the District and transportation costs are included in the fund-raising efforts. Fund-raising activities will be conducted by the PTA and could include the sale of baked goods, candy, coupon books, tee shirts, entertainment books, calendars, cookies, pencil machine profits and other various fundraisers. Students will follow District Board Policy regarding fund-raising. Scholarship funds will be established for those who may have difficulty raising the funds.

Sunset Lane - All funds will be raised by students and parents. Fund-raising activities are planned so that all students may attend regardless of economic status. The price of \$313.00 per student includes a course leader, course syllabus which supports the History-Social Science content standards, tours, round trip and ground transportation, admission fees, lunch, dinner, taxes and gratuities

Recommendation:

Approve 2003-2004 overnight field trips for Golden Hill School and out-of-town field trip for Sunset Lane fourth grade students to Sacramento.

LC:mc

**CONSENT ITEM**

DATE: November 18, 2003

TO: Cameron M. McCune, Ed.D., District Superintendent

FROM: Linda Caillet, Ed.D., Assistant Superintendent, Educational Services

SUBJECT: APPROVE MEMORANDUM OF UNDERSTANDING WITH CALIFORNIA STATE UNIVERSITY, FULLERTON, FOR THE PROVISION OF AFTER SCHOOL PROGRAMS AND PARENT PARTICIPATION ACTIVITIES

Background: California State University, Fullerton, (CSUF) has obtained funding from the Federal Office of Minority Health to provide to 40 fourth grade students and their families a program designed to improve academic performance, provide experiences to be shared by students and their families, improve overall family functioning, lay the foundation for reducing crime in the community, and introduce participating students to the world of higher education. The CONECTATE! Family Life Center, as the program is known, will bring together many campus and community resources to attain these goals. The forty students will be selected from applicants currently attending Richman School. Staff at CSUF, working in collaboration with Gaye Besler, Principal at Woodcrest School, will offer a similar program to a minimum of 20 fourth grade students at Woodcrest School as resources become available, though these students will not be a part of the pre-test and post-test process. Woodcrest School parents will, at a minimum, be invited to participate in the weekly parenting activities and, as space permits, families will be invited to participate in the monthly weekend events.

With this grant funding, CSUF faculty and students will provide after school programs in a format similar to those existing on some Fullerton School District campuses. Organizations such as Family Assessment, Counseling and Education Services (F.A.C.E.S.), Orange County Human Relations Council, and Campfire Boys and Girls will lend their expertise to the program by providing weekly activities for students, and college-age mentors will come to Richman School every week to assist with homework and provide role modeling for students. In addition, The National Compadres Network will provide programming for fathers aimed at recognizing the many Latino men who are responsible fathers and active community members, while challenging and encouraging all Latino men to actively participate in the nurturing and social development of their children. Further, monthly activities for students, in which at least one parent or guardian must participate, are designed to strengthen family bonds and build a framework of happy memories within which a child can grow. Finally, students in the program will have the opportunity to participate in Titan Summer Camp and Titan Arts Camp, a total of three weeks of summer activities on the CSUF campus.

CSUF has worked extensively with District staff to clearly define program, identify levels of responsibility and liability, and establish staffing patterns that meet the criterion of 20 students per adult. David Pilcher, former Fullerton School District Risk Manager, and Orange County Department of Education legal counsel, have given input and agreed upon the language. Ongoing program direction will be provided by a post-college level Prevention Specialist who will also oversee both

the weekend activities and connect students to Titan Campus during the summer. The Program Specialist will collaborate with a number of University staff members to ensure ongoing program quality.

Programs provided under the auspices of CSUF are subject to rigorous review and evaluation. Families will be invited to meet with university and program staff to discuss the aims of the program. They will also have an opportunity to review the many types of evaluative instruments required by the Office of Minority Health. All participation in this program will be entirely voluntary, and positive parent permission will be required before any evaluation instrument is administered. Confidentiality will be strictly enforced throughout the program.

A copy of the Memorandum of Understanding is available for review in the Superintendent's office.

Funding: There will be no cost to the District for this program.

Recommendation: Approve Memorandum of Understanding with California State University, Fullerton, for the provision of after school programs and parent participation activities.

LC:mc

**CONSENT ITEM**

DATE: November 18, 2003

TO: Cameron M. McCune, Ed.D., District Superintendent

FROM: Patricia Godfrey, Ed.D., Assistant Superintendent  
Business Services

SUBJECT: APPROVE/RATIFY AGREEMENT WITH ST. JUDE MEDICAL CENTER FOR  
PROJECT FIT AMERICA PROGRAM AT WOODCREST SCHOOL

Background: St. Jude Medical Center actively supports programs that help children establish a strong foundation of positive fitness that will carry with them throughout their lives and reduce obesity. St. Jude Medical Center received a grant from The Orange County Community Foundation and The HealthCare Foundation of Orange County for this effort, and has worked with Gaye Besler to implement this fitness program at Woodcrest School. UCLA specifically designed the fitness equipment to address the deficit areas where children fail fitness tests, and St. Jude Medical Center has delivered the equipment for installation along with partial funding towards installation. Cardiovascular fitness activities and wellness curriculum are provided, and staff development will be provided over two years. The District is responsible to install the equipment, submit testing results to Project Fit America over the two years, and collaborate with St. Jude Medical Center to promote parental and community involvement with the program. The District portion of installation cost is estimated at \$15,000; installation job walks with firm vendor pricing is still underway. The contract is available for review in the Business Office.

Funding: Special Reserve Facility Fund.

Recommendation: Approve/ratify agreement with St. Jude Medical Center for Project Fit America Program at Woodcrest School.

PG:jw



**CONSENT ITEM**

DATE: November 18, 2003

TO: Cameron M. McCune, Ed.D., District Superintendent

FROM: Patricia Godfrey, Ed.D., Assistant Superintendent  
Business Services

SUBJECT: APPROVE/RATIFY AGREEMENT WITH DAVID TAUSSIG & ASSOCIATES  
TO UPDATE RESIDENTIAL AND COMMERCIAL/INDUSTRIAL  
DEVELOPMENT SCHOOL FEE JUSTIFICATION STUDIES

Background: Every two years the State Allocation Board updates the cost of living increase that school districts can apply to the statutory school fees (developer fees) collected on new residential and commercial/industrial projects. School districts can choose to levy the statutory maximum per sq. ft. school fee, or perform a school fee justification process that allows alternative school fees to be levied, which are higher than the statutory minimum. The cost to update the School Fee Justification Studies would be for the not-to-exceed amount of \$10,000. The District currently collects alternative fees in the amount of \$1.83 per sq. ft. However, it is advantageous for the District to maximize the statutory school fees in the event alternative fees are successfully challenged.

Additionally, the District must prepare a study to increase commercial/industrial fees to the new statutory maximum. The school fee justification process includes reviewing with City staff City general and specific plans, as well as tentative and final tract maps, to estimate the impact from future residential units possibly constructed between today and build-out. A similar process will be used for commercial/industrial development. The current statutory school fees the District is authorized to collect are \$1.43 per sq. ft for residential construction and \$0.21 per sq. ft. for commercial/ industrial. Given the ongoing residential and commercial developments in the City of Fullerton, and the ongoing challenges to adequately house student enrollment increases, staff recommends the school fee study be performed. The agreement is available in the Business Office for review.

The Fee Study will need to be adopted by the Board of Trustees after the State Allocation Board approves the increase, probably the fourth Wednesday in January. The fees take effect 60 days after the fees are adopted by the Board of Trustees.

Funding: General Fund (01).

Recommendation: Approve/ratify an agreement with David Taussig & Associates to update residential and commercial/industrial development school fee justification studies at a cost not to exceed \$10,000.

PG:jw

**CONSENT ITEM**

DATE: November 18, 2003  
TO: Cameron M. McCune, Ed.D., District Superintendent  
FROM: Mark Douglas, Assistant Superintendent, Personnel Services  
SUBJECT: APPROVE LYNDA HODGES TO ATTEND OUT OF STATE CONFERENCE AT CALIFORNIA ASSOCIATION OF DIRECTORS OF ACTIVITIES CONFERENCE

Background: For many years, the California Association of Directors of Activities (CADA) has provided a rich array of services designed to help schools engage and enrich students through leadership, sports and other activities. CADA offers Activity Directors, Assistant Principals, Club Advisors and other school staff program materials, books, activity planning guides, along with annual training, as they develop plans for making school a place that students want to be. Teacher and ASB Advisor, Lynda Hodges, spends a great deal of her time working to improve academic performance among students and to develop interesting activities in which the students can participate. Ms. Hodges wishes to attend the CADA 2004 Annual Convention Conference in Reno, Nevada, from March 3 through 6, 2004. She plans to share the information and resources she acquires both with her staff and other interested District employees.

Funding: \$1,175.00 to be paid through Ladera Vista's ASB.

Recommendation: Approve Lynda Hodges to attend out of state conference at California Association of Directors of Activities Conference.

MD/cs

**CONSENT ITEM**

DATE: November 18, 2003

TO: Cameron M. McCune, Ed.D., District Superintendent

FROM: Robert Hobson, Ed.D., Coordinator,  
Child Welfare and Attendance

SUBJECT: APPROVE DONATED SPACE AGREEMENT WITH THE COUNTY OF  
ORANGE

Background: Sites at Nicolas Junior High School, Orangethorpe School, Pacific Drive School, and the Fullerton School District Administration Office provide space for the Social Service Agency's/Children and Family Services/FMNC/DASU Community Outreach and School Projects programs. These sites have been utilized by these agencies for several years.

These sites are provided rent-free during normal business hours on various days and at various times based on prior mutual agreement with the site administrator. The Fullerton School District agrees to supply all repair, maintenance, janitorial supplies and services and will be responsible for all charges for utilities supplied to the sites. A copy of the Donated Space Agreement is on file in the Superintendent's Office.

Funding: There is no cost to the District other than the above listed normally occurring maintenance and janitorial costs.

Recommendation: Approve Donated Space Agreement with the County of Orange.

RH:md

**ACTION ITEM**

DATE: November 18, 2003  
TO: Cameron M. McCune, Ed.D., District Superintendent  
FROM: Patricia Godfrey, Ed.D., Assistant Superintendent  
Business Services  
PREPARED BY: Andrea Reynolds, Director of Fiscal Services  
SUBJECT: GIFTS TO THE DISTRICT

Background: According to Board Policy 3290 (a), the Board of Trustees may accept any bequest, gift of money or property on behalf of the School District. Gifts must be deemed suitable for a purpose by the Board of Trustees and be used in an appropriate manner. However, it is the policy of the Board of Trustees to discourage all gifts, which may directly or indirectly impair the Board of Trustees' commitment to providing equal educational opportunities to the students of the District. As indicated in the above-mentioned Board Policy, gifts designated for a specific school are approved for acceptance at that school by the District Superintendent. Descriptions of gifts presented for acceptance this evening are included on the following page. Gifts for specific dollar amounts are noted, non-monetary gifts are identified and the donor is responsible for reporting the value to the Internal Revenue Service.

Funding: The funding received from gifts will be deposited in appropriate District funds.

Recommendation: Accept gifts and authorize District staff to express the Board's appreciation to all donors. Gifts on the following pages are presented to the Board for acceptance.

PG:AR:es

GIFTS 2003-2004  
FULLERTON SCHOOL DISTRICT

*Gifts – November 18, 2003*

<b>SCHOOL</b>	<b>DONOR</b>	<b>DESCRIPTION</b>
Acacia	Vinod and Jayantika Sukhadia	Monetary donation \$101.00 towards Technology/Digital Camera
Acacia	Lamppost Pizza - Fullerton	Monetary donation of \$100.00
District	Arnold and Mabel Beckman Foundation - Science Incentive Grant	Monetary donation of \$50,000.00 towards the Science Program
District	Glenn Green	Canvas bags (for laptop computers) for EETT Grant Teachers
Fern Drive	Mr. and Mrs. Denis Cruz c/o Cars 4 Causes	Monetary donation of \$660.00 towards 4 <sup>th</sup> and 5 <sup>th</sup> grade play
Laguna Road	California Blue Apparel, Inc.	Monetary donation of \$2,000 towards the Air Conditioning Fund in the name of students Daniel and Steve Choi
Laguna Road	Josten's	Monetary donation of \$472.00 towards the Technology Program and Physical Education Program
Parks Jr. High	Fullerton Lions Breakfast Club Charity Account	Monetary donation of \$50.00 towards Art Classes
Richman	Carmax Sheri Conrad	Monetary donation of \$75.00 in memory of teacher Jan Conrad Richman Reader Program

GIFTS 2003-2004  
FULLERTON SCHOOL DISTRICT

*Gifts – November 18, 2003 (cont.)*

<b>SCHOOL</b>	<b>DONOR</b>	<b>DESCRIPTION</b>
Richman	Gillian and William Davis	Monetary donation of \$100.00 in memory of teacher Jan Conrad Richman Reader Program
Richman	Minard Duncan	Monetary donation of \$50.00 in memory of teacher Jan Conrad Richman Reader Program
Richman	Public Works Department City of Garden Grove	Monetary donation of \$108.00 in memory of teacher Jan Conrad Richman Reader Program
Sunset Lane	Target "Take Charge of Education" Fundraiser	Monetary donation of \$227.66
Woodcrest	Washington Mutual Fullerton Branch	Monetary donation of \$1,050.00 toward the school banking program

**ACTION ITEM**

DATE: November 18, 2003  
TO: Board of Trustees  
FROM: Cameron M. McCune, Ed.D., Superintendent  
PREPARED BY: Kathy Ikola  
Administrative Intern, Public Relations & Community Liaison  
SUBJECT: APPROVE PROPOSED BOARD BYLAWS 9011 & 9100,  
APPROVE REVISED BOARD BYLAW 9110 AND APPROVE  
DELETION OF BOARD BYLAW 9120

Background: Each year, new legislation and/or changes in procedures within a school district necessitate revisions to our Board Policies, Administrative Regulations, and Board Bylaws. The process of revising and updating our Board Bylaws began in July, 2003. Board Bylaws 9011 and 9100 were presented for review at the November 4, 2003 Board Meeting. Revisions to Board Bylaw 9110 were also presented as well as the deletion of Board Bylaw 9120.

Copies of the proposed Board Bylaws 9011 & 9100, revisions to Board Bylaw 9110, and deletion of Board Bylaw 9120 are available for review in the Superintendent's office.

Funding: Not applicable.

Recommendation: Approve proposed Board Bylaws 9011 (Disclosure of Confidential/Privileged Information) & 9100 (Organization), revised Board Bylaw 9110 (Terms of Office), and deletion of Board Bylaw 9120 (Officers and Auxiliary Personnel).

CMM:ki

BYLAWS OF THE BOARD

Disclosure of Confidential/Privileged Information

The Governing Board recognizes the importance of maintaining the confidentiality of information acquired as part of a Board member's official duties. Confidential/privileged information shall be released only to the extent authorized by law.

A Board member shall not disclose confidential information acquired during a closed session to a person not entitled to receive such information, unless a majority of the Board has authorized its disclosure. Confidential information means a communication made in a closed session that is specifically related to the basis for the Board to meet lawfully in closed session.

The Board shall not take any action against any person for disclosing confidential information, nor shall the disclosure be considered a violation of the law or Board policy, when the person is:

1. Making a confidential inquiry or complaint to a district attorney or grand jury concerning a perceived violation of law, including disclosing facts necessary to establish the illegality or potential illegality of a Board action that has been the subject of deliberation during a closed session
2. Expressing an opinion concerning the propriety or legality of Board action in closed session, including disclosure of the nature and extent of the illegal or potentially illegal action
3. Disclosing information that is not confidential

A Board member shall not disclose, for pecuniary gain, confidential information acquired in the course of his/her official duties. Confidential information includes information that is not a public record subject to disclosure under the Public Records Act, information that by law may not be disclosed, or information that may have a material financial effect on the Board member.

Disclosures excepted from this prohibition are those made to law enforcement officials or to the joint legislature audit committee when reporting on improper governmental activities.

Legal Reference:        Education Code  
                                 35010 Power of governing board to adopt rules for its own  
                                 governance  
                                 35246 Closed session

Adopted:                November 18, 2003



BYLAWS OF THE BOARD

Organization

The Governing Board shall hold an annual organizational meeting within the time limits prescribed by law. At this meeting, the Board shall:

1. Elect a president and a clerk and/or vice president from its members
2. Appoint a secretary to the Board
3. Authorize signatures
4. Develop a schedule of regular meetings for the year
5. Develop a Board calendar for the year
6. Designate Board representatives

At the annual organizational meeting, the Governing Board shall each year elect its entire slate of officers - a president, vice-president, and clerk - from its members and shall appoint the Superintendent as secretary to the Governing Board.

Legal Reference:      Education Code  
                                 5017 Term of office  
                                 35143 Annual organizational meeting date, and notice  
                                 35145 Public meetings

Adopted:                November 18, 2003

BYLAWS OF THE BOARD

Terms of Office

The Governing Board shall consist of five members whose terms shall be staggered so that as nearly as practicable, one half of the members shall be elected in each odd-numbered year.

The term of office for members elected in regular elections shall be four years, commencing on the first Friday in December next succeeding their election. Board members terms expire four years after their initial election on the first Friday in December following the election of new members.

A member whose term has expired shall continue to discharge the duties of the office until his/her successor has qualified by taking the oath of office.

Legal Reference:      Education Code  
                                 5000-5033 Election of school district board members  
                                 35010 Control of district  
                                 35012 Board members; number, election and terms  
                                 35107 Eligibility

Adopted:                November 25, 1986  
Revised:                November 18, 2003

**BYLAWS OF THE BOARD**

~~Officers and Auxiliary Personnel~~

~~At the annual organizational meeting the Governing Board shall elect a president, vice-president and a clerk from among its members and shall appoint the Superintendent as secretary to the Governing Board.~~

~~Legal Reference: Education Code~~  
~~35022 President of board~~  
~~35025 Secretary and bookkeeper~~  
~~35034 District superintendent of certain unified districts (acts as secretary to board)~~  
~~35036 Powers and duties of clerk in certain districts~~  
~~35037 Clerk must be board member~~  
~~35039 Dismissal of clerk~~  
~~35040 Duties of clerk~~  
~~35041.5 Legal counsel; relieving duties of county counsel and district attorney~~  
~~35143 Annual organizational meeting - date and notice~~  
~~35121 Appointment of clerk (city school districts)~~  
~~35160 Powers of governing board after January 1, 1976~~  
~~35250 Duty to keep certain records and reports~~

~~Adopted: November 25, 1986~~

**ACTION ITEM**

DATE: November 18, 2003

TO: Board of Trustees

FROM: Cameron M. McCune, Ed.D., District Superintendent

SUBJECT: DESIGNATE ROBERT C. FISLER SCHOOL AS A K-8 SCHOOL TO PHASE IN FROM K-6, K-7 TO K-8, ADJUST BOUNDARIES WHERE NECESSARY TO MINIMIZE SIZE IMPACT OF NEW K-8 SCHOOLS ADDING SEVENTH AND THEN EIGHTH GRADERS, AND UTILIZE "TARGET" SCHOOL SIZES AS A GUIDE FOR FUTURE GROWTH OR BOUNDARY ADJUSTMENTS

Background: With the anticipated opening of Robert C. Fisler School it was necessary to determine appropriate boundaries for the new school. As a result, a Boundary Committee was established to study this issue. The Committee soon discovered that enrollment projections indicated growth Districtwide and that the District needed to determine appropriate sizes of schools and configurations that would support the growth. The Committee made their recommendation and then developed community input sessions to receive additional input. As a result, the K-8 model appeared to be favored by a significant section of the community. As such, a K-8 Study Committee was established. This Committee collected research and visited a number of K-8 schools.

As part of the investigation, current facilities and budget concerns were investigated. The results of this investigation are part of the presentation to the Board tonight and indicate that the most viable option remains the K-8 model based on a parent choice option. Current fiscal resources are approximately \$2,000,000 in developer fees. While Measure CC money could be used based on growth and to reduce overcrowding, this would leave many anticipated repairs or new facilities in the District unfunded.

Funding: Not applicable.

Recommendation: In order to maximize utilization of available current school sites, maintain fiscal responsibility, and minimize movement of students from one attendance zone to another, the K-8 model, while voluntary, meets District needs. It is recommended that we now designate Robert C. Fisler School as a K-8 school, but phase it in from K-6, K-7 to K-8. Making this determination now will allow other sites to consider plans to move forward with K-8 models. We should also adjust boundaries where necessary to minimize size impact of new K-8 schools adding seventh and then eighth graders. It is also recommended to utilize the "target" school sizes as a guide for future growth or boundary adjustments.

CMM:ds

**ACTION ITEM**

DATE: November 18, 2003

TO: Cameron M. McCune, Ed.D., District Superintendent

FROM: Patricia Godfrey, Ed.D., Assistant Superintendent  
Business Services

SUBJECT: APPROVE REVISED ALLOCATION OF SUPPLEMENTAL GRANT FUNDS

Background: Almost ten years ago the Board of Trustees took action to allocate State Supplemental Grant income to two programs, Educational Technology (309) and School Based Coordinated Program (SBCP 304). The 2002-03 Education trailer bill, AB 1266, provides each school district currently receiving Supplemental Grant funds the opportunity to change its designation of Supplemental Grants from the current categorical programs to any other categorical education program or programs set forth in Education Code Sec. 54761(i). Any designation change will be a permanent change beginning this 2003-04 year.

District staff met to discuss this one-time reallocation, and is concerned about having Supplemental Grant income allocated to the School Improvement Program (part of SBCP) which sunsetted in 1987, still receives annual funding, and could be cancelled at any time. District staff recommends reallocating current Supplemental Grant income to two programs: Educational Technology and Home-to-School Transportation (excluding Special Education Transportation). The Educational Technology funding level will remain unchanged, calculated at \$185,133, and the SBCP allocation will be re-designated to Home-to-School Transportation income, calculated at \$598,438 (excluding special education). The effect will be to reduce Transportation's encroachment on General unrestricted funds the same amount. A new cost center will be established to allocate this money to the schools and department that currently receive these Supplemental Grant funds (part of SBCP). The funds will be considered unrestricted funds versus restricted categorical funds. Guidelines will be developed regarding how these unrestricted funds can be spent.

Funding: Not applicable.

Recommendation: Approve revised allocation of supplemental grant funds.

PG:jw

Attachment

CALIFORNIA DEPARTMENT OF EDUCATION  
SCHOOL FISCAL SERVICES DIVISION

FISCAL YEAR 2003-04

SCHOOL DISTRICT

**Fullerton Elem**

County/District/School Code

**30-66506**

**CHANGE IN DESIGNATION OF SUPPLEMENTAL GRANT FUNDS**

**DESIGNATION  
BEGINNING WITH 2003-04**

1) High School Pupil Counseling	
2) Home-to-School Transportation, excluding Special Education Transportation	598,438
3) School Improvement Program (SIP) (Program Sunsetting in 1987)*	
4) Vocational Education Pupil Organization	
5) Specialized Secondary Schools	
6) Foster Youth Services	
7) Opportunity Classes and Programs	
8) Pupil Dropout Prevention	
9) Economic Impact Aid (Program Sunsetting in 1987)*	
10) Gifted and Talented Education	
11) Miller-Unruh Reading Program (Program Sunsetting in 1987)*	
12) Intergenerational Education	
13) Native American Indian Education	
14) Partnership Academies	
15) Agricultural Vocational Education	
16) Environmental Education	
17) Instructional Materials, K-12	
18) Peer Assistance and Review Program/Mentor Teacher	
19) Beginning Teacher Support and Assessment	
20) Reader Services for Blind Teachers	
21) Child Nutrition	
22) School/Law Enforcement Partnership	
23) Educational Technology Program	185,133
24) Small School District Bus Replacement	
<b>SUPPLEMENTAL GRANT DISTRICT TOTAL</b>	<b>\$783,571</b>

NO CHANGE IN DESIGNATION OF SUPPLEMENTAL GRANT FUNDS (check the box)

School District Superintendent Cameron M. McCune, Ed.D.

Date

Contact Person Patricia Godfrey, Ed.D.

Phone Number

**This Designation Form is Due On or Before December 1, 2003**

\* See informational letter regarding risk of choosing these programs.

**ADMINISTRATIVE REPORT**

DATE: November 18, 2003

TO: Cameron M. McCune, Ed.D., District Superintendent

FROM: Patricia Godfrey, Ed.D., Assistant Superintendent  
Business Services

SUBJECT: FACILITIES UPDATE

Background: District staff will update the Board of Trustees on the various facilities projects currently in progress throughout the District.

Funding: Not applicable.

Recommendation: Not applicable.

PG:jw

**ADMINISTRATIVE REPORT**

DATE: November 18, 2003

TO: Cameron M. McCune, Ed.D., District Superintendent

FROM: Patricia Godfrey, Ed.D., Assistant Superintendent  
Business Services

SUBJECT: BUDGET UPDATE

Background: Staff will update the Board of Trustees on the status of the budget.

Funding: Not applicable.

Recommendation: Not applicable.

PG:jw



**ADMINISTRATIVE REPORT**

DATE: November 18, 2003

TO: Cameron McCune, Ed.D., District Superintendent

FROM: Linda Caillet, Ed.D., Assistant Superintendent, Educational Services

PREPARED BY: Susan Albano  
Coordinator: Special Programs and English Language Learner Services

SUBJECT: REVIEW PROPOSED REVISIONS TO BOARD POLICY AND  
ADMINISTRATIVE REGULATION 6174 (EDUCATION FOR ENGLISH  
LANGUAGE LEARNERS)

Background: As a result of recommendations made by the California Department of Education, Federal Title III legislation and District English language development site coordinators, several changes have been proposed to the Board Policy and Administrative Regulation on the education of English language learners. The proposed changes to the Board Policy and Administrative Regulation, "Education for English Language Learners", are based upon the templates provided by the California School Board Association. The Board Policy and Administrative Regulation will be amended to incorporate these procedures as well as changes to the District program for English language learners.

Funding: Not applicable.

Recommendation: Review proposed revisions to Board Policy and Administrative Regulation 6174 (Education for English language learners)

SA:

INSTRUCTIONEducation for English Language Learners

The Fullerton School District intends to provide English language learners with a challenging core curriculum and instruction that develop proficiency in English as rapidly and effectively as possible in order to assist students in ~~becoming productive members of society.~~  
**accessing the full educational program and achieving the District's academic standards.**

The District's program shall be based on sound instructional theory and shall be adequately supported so that English language learners can achieve results at the same academic level as their English-proficient peers **in the regular course of study.**

**The Board encourages staff to exchange information with staff in other districts and the Orange County Office of Education about programs, options and strategies for English language learners that succeed under various demographic conditions.**

To ensure that the District is using sound methods that effectively serve the needs of English language learners, the Superintendent or designee shall annually examine program results, including reports of the students' academic achievement and their progress towards proficiency in English, **and the progress of students who have been reclassified as fluent English proficient.** The Superintendent shall ensure that schools compile data on programs for English language learners in order to help determine program effectiveness. **The Superintendent or designee shall annually report these findings to the Fullerton School District Board of Trustees and shall also provide the Board with regular reports from District or schoolwide English Learner Advisory Committees.**

~~This policy establishes the implementation of provisions of Proposition 227 and the State Board of Education Title 5, California Code of regulations of the English Language Education for Immigrant Children. The District recognizes the need to provide English language instruction to all students and the need to involve parents in making an informed decision about the English language acquisition program for their child and their rights under the law.~~

~~District employees shall adhere to the provisions of Proposition 227 and the State Board of Education regulations.~~

Type of Instruction

Students who are English language learners shall be educated through "structured English immersion" during a transition period **not normally to exceed one year.** "Nearly all" of the classroom instruction in the District's structured English immersion program shall be in English. In the structured English immersion program, classroom instruction shall be in English **but with curriculum and presentation designed for students who are learning the language.** However, **"Nearly all" is defined as to provide** clarification, explanation, and support, as needed, **and** may be in a student's primary language as available. (Education Code 305, 306)

~~An English language learner shall be transferred from a structured English immersion classroom to an English language mainstream classroom when the student has acquired a reasonable level of English proficiency as defined by the District Master Plan for Limited English Proficient Students. (Education Code 305; 5 CCR 11301)~~

***When an English language learner has acquired a reasonable level of English proficiency as measured by any of the state-designated assessments approved by the California Department of Education and by using other criteria developed by the District as outlined in the District Master Plan for English Learners, he/she shall be transferred from a structured English immersion classroom to an English language mainstream classroom in which the instruction is "overwhelmingly" in English. (Education Code 305; 5 CCR 11301)***

***An English learner has acquired a "reasonable level of English proficiency" when he/she has achieved the following:***

- 1. Intermediate level of English proficiency on the California English Language Development Test (CELDT)***
- 2. District English language arts multiple measure assessment scores in the "Yellow Band" or higher***

The principal of each school is ***shall be*** responsible for the enforcement of this policy at the site level.

***Upon the request of his/her parent/guardian, a student shall be placed in an English mainstream classroom. (5 CCR 11301)***

Identification and Assessment

***Moved to Administrative Regulations (AR 6174)***

~~Upon enrollment, each student's primary language shall be determined. Within 30 days of their initial enrollment, students who are identified as having a primary language other than English shall be assessed for English proficiency in listening, speaking, reading, and writing. Within 90 days of initial enrollment, students identified as having limited English proficiency shall be further assessed for primary language proficiency in listening, speaking, reading, and writing. The criteria for determining student needs on the basis of these assessments are delineated in the District Master Plan for Limited English Proficient Students. (Education Code 52164.1, 62002; 5 CCR 4304)~~

~~The principal or designee shall send a notification of the results of English proficiency assessments to all parents/guardians of students who are assessed, whether the student is designated fluent English proficient or limited English proficient. (Education Code 48985)~~

~~Before students are enrolled in a program for English language learners, parents/guardians shall receive information about the program and their opportunities for parental involvement. This information shall include the fact that an individual student's participation in the program is voluntary on the part of the parent/guardian. (Education Code 52173)~~

Parental Exception Waivers

***At any time during the school year, the parent/guardian of an English language learner may have his/her child moved into an English mainstream program.***

***If the Superintendent or designee denies the waiver request, he/she shall provide a written justification to the parent/guardian describing the reasons for the denial. A parent/guardian may appeal the Superintendent's decision in writing to the Board. The Board may consider the matter at its next regular Board meeting. The Board may decide not to hear the appeal, in which case the Superintendent's decision shall be final. If the Board hears the appeal, the***

**Superintendent shall send the Board's decision to the parent/guardian within seven working days.**

**The following Parental Exception Waiver criteria has moved to Administrative Regulations (AR 6174):**

~~A parent/guardian may request that the District waive the requirements of Education Code 305 if one of the following circumstances exists: (Education code 310, 311)~~

- ~~1. Students who already know English: The student already possesses good English language skills.~~
- ~~2. Older students: The student is age 10 years or older, and it is the informed belief of the school principal and educational staff that an alternate course of study would be better suited to the student's rapid acquisition of basic English skills.~~
- ~~3. Students with special needs: The student already has been placed for a period of not less than 30 calendar days during that school year in an English language classroom and it is subsequently the informed belief of the school principal and educational staff that the student has special physical, emotional, psychological or educational needs and that an alternate course of educational study would be better suited to the student's overall educational development.~~

~~At the beginning of each school year, parents/guardians shall be informed of the placement of their children in a structured English immersion program and shall be notified of an opportunity to apply for a parental exception waiver. (Education Code 310; 5 CCR 11303)~~

~~The parent/guardian shall personally visit the school to apply for the waiver. (Education Code 310)~~

~~Upon request for an application for a "Parent Exception Waiver," the principal or designee shall provide to the parents/guardians a full written description of: (Education Code 310, 311; 5 CCR 11303)~~

- ~~1. The intent and content of the structured English immersion program.~~
- ~~2. Any alternative courses of study offered by the District and available to the student.~~
- ~~3. All educational opportunities offered by the District and available to the student.~~
- ~~4. The educational materials to be used in the different educational program choices.~~

~~In addition, upon a request for a waiver, the principal may provide to parents/guardians:~~

- ~~1. Alternative course descriptions and education options offered at each District school~~
- ~~2. Transfer criteria for students moving from a structured English immersion program to an English language mainstream classroom.~~

~~Upon request of the parent/guardian, a spoken explanation of items #1-4 above shall also be provided. (5 CCR 11303)~~

~~For a request for waiver pursuant to Education Code 311(c), parents/guardians shall also be informed that the student must be placed for a period of not less than 30 calendar days in an English language classroom and that the Superintendent must approve the waiver. (5 CCR 11303)~~

~~Parental exception waivers pursuant to Education Code 311(b) shall be granted if it is the “informed belief” of the principal and educational staff that an alternate course of educational study would be better suited to the student’s rapid acquisition of basic English language skills. (Education code 311)~~

~~Parental exception waivers pursuant to Education code 311(c) shall be granted if it is the “informed belief” of the principal and educational staff that, due to the student’s special physical, emotional, psychological or educational needs, an alternate course of educational study would be better suited to the student’s overall educational development. (5 CCR 11303)~~

~~Parental exception waivers shall be granted unless the principal and educational staff have determined that an alternative program offered at the school would not be better suited for the overall educational development of the student. (5 CCR 11303)~~

~~The school shall act upon all parental exception waivers within 20 instructional days of submission to the principal. However, parental exception waiver requests pursuant to Education Code 311(c) shall not be acted upon during the 30-day English language classroom placement or within 20 instructional days of submission of the waiver to the principal, whichever is later. (5 CCR 11303)~~

~~In cases where a parental exception waiver is denied, the parent/guardian shall be informed in writing of the reason for the denial and, if relevant, any procedures that exist to appeal the decision to the Board. (5 CCR 11303)~~

~~Redesignation~~ **Moved to Administrative Regulations (AR 6174)**

~~The Fullerton School District shall continue to provide additional and appropriate educational services to English language learners for the purposes of overcoming language barriers until the English language learners have: (5 CCR 11302)~~

- ~~1. Demonstrated English language proficiency comparable to that of the District’s average native English language speakers.~~
- ~~2. Recouped any academic deficits which many have been incurred in other areas of the core curriculum as a result of language barriers.~~

~~English language learners shall be redesignated as fluent English proficient when they are able to comprehend, speak, read, and write English well enough to receive instruction in the regular program and make academic progress at a level substantially equivalent to that of students of the same age or grade whose primary language is English. This proficiency shall be assessed by means of the following criteria: (Education Code 52164.6)~~

- ~~1. Teacher evaluation of the student’s English language proficiency and curriculum mastery as measured by teacher observation and a score of “fluent” on the Student Oral Language Observation Matrix (SOLOM).~~

- ~~2. Objective assessment of the student's English comprehension and speaking proficiency as measured by a score of "Advanced" on the California English Language Development Test (CELDT).~~
- ~~3. Objective assessment of the student's writing skills as measured by a score of "3" or higher on the District writing proficiency assessment.~~
4. Parental opinion.
- ~~5. Objective data on the student's academic performance in English as measured by a score on the Stanford Achievement Test (SAT-9) which falls above the 36th percentile for math, reading, and language.~~

~~—SEE REDESIGNATION OPTION—~~

~~The Coordinator of Special Programs and English Language Learner Services shall oversee subsequent monitoring and support of redesignated students.~~

Redesignation Option ***Moved to Administrative Regulations (AR 6174)***

~~Students who have not met all of the standards of performance in reading, language, or mathematics as assessed by the SAT-9 (36th percentile) may be redesignated Fluent English Proficient (FEP) under certain conditions.~~

~~They must:~~

- ~~1. Have been enrolled in U.S. schools for at least five years.~~
- ~~2. Have received English reading instruction in a research-based program for a minimum of one school year.~~
- ~~3. Have been assessed as required by Section 60810, California Education Code.~~

~~A Language Appraisal Team\* must:~~

- ~~1. Review the assessment and all student performance data obtained.~~
- ~~2. Specify any instructional support services necessary for the pupil to succeed in an English-only mainstream program.~~
- ~~3. Notify parent/guardian that redesignation is being considered, inform them of their legal rights, and obtain their consent regarding redesignation decision.~~
- ~~4. Reach consensus that it is in the best interest of the student to be redesignated as Fluent English Proficient or the student will not be redesignated. The Language Appraisal Team may convene to consider redesignation whenever additional information is available.~~
- ~~5. Follow District monitoring procedure of students after redesignation.~~
- ~~6. Place documentation of redesignation in pupil's cumulative records.~~

- ~~7. Send copies of the redesignation data to the District Coordinator of Special Programs and English Language Learner Services.~~

~~\*The Language Appraisal Team will consist of:~~

- ~~1. The student's classroom teacher.~~
- ~~2. Other teachers who work with the student (if applicable).~~
- ~~3. The site administrator or designee.~~
- ~~4. The student's parent/guardian.~~
- ~~5. The site level English Language Development (ELD) coordinator.~~

~~The Team must include at least one person who is certificated in English Language Development (ELD)/Specially Designed Academic Instruction in English (SDAIE) methodologies\*\* (classroom teacher, resource teacher, or administrator).~~

~~\*\*Certificated in ELD/SDAIE methodologies means holding a bilingual credential, a bilingual certificate of competency (BCC), a Language Development Specialist (LDS) credential, Cross Cultural Language and Academic Development (CLAD) credential, Bilingual Cross Cultural Language and Academic Development (B-CLAD) credential, SB 1969 certification, or SB 395 certification.~~

### Advisory Committees     ***Moved to Administrative Regulations (AR 6174)***

~~At the District level when there are more than 50 English language learners and at each school with more than 20 English language learners, parent/guardian advisory committees shall be maintained to serve the advisory functions specified in law. Parents/ guardians of English language learners shall constitute committee membership in at least the same percentage as their children represent of the total number of students in the school. (Education Code 52176, 62002.5)~~

~~Legal References: — Education Code Sections 300-340  
Title 5 Code of Regulations, Sections 11300-11305~~

~~Legal Reference:~~

~~EDUCATION CODE~~

~~300-340 English language education for immigrant children  
430-446 English Learner and Immigrant Pupil Federal Conformity Act  
33308.5 CDE guidelines not binding  
44253.5-44253.10 Certification for bilingual-cross-cultural competence  
48985 Notices to parents in language other than English  
51101 Rights of parents to information  
51101.1 Rights for parents of English learners  
52015 Components of school improvement plan  
52130-52135 Impacted languages act of 1984  
52160-52178 Bilingual Bicultural Act  
52180-52186 Bilingual teacher training assistance program~~

54000-54041 Programs for disadvantaged children  
60810-60812 Assessment of language development  
62001-62005.5 Evaluation and sunseting of programs

CODE OF REGULATIONS, TITLE 5

4320 Determination of funding to support program to overcome the linguistic difficulties of English learners

11300-11316 English Language Learner Education

11510-11516 California English Language Development Test

UNITED STATES CODE, TITLE 20

1701-1705 Equal Educational Opportunities Act

PUBLIC LAW 107-110

1112 Local education agency plans

3001-3141 Title III, Language instruction for limited English proficient and immigrant students

COURT DECISIONS

Valeria G. v. Wilson, (9th Circuit) 2002 U.S. App. Lexis 20956

California Teachers Association et al. v. State Board of Education et al., (9th Circuit, 2001) 271 F.3d 1141

McLaughlin v. State Board of Education, (1999) 75 Cal.App.4th 196

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Casteneda v. Pickard, (5th Cir. 1981) 648 F.2d 989

ATTORNEY GENERAL OPINIONS

83 Ops.Cal.Atty.Gen. 40 (2000)

Adopted: September 22, 1998

Revised: April 24, 2001

**Revised: November 18, 2003**



INSTRUCTION

**Education for English Language Learners**

**Definitions**

***English learner means a student who does not speak English or whose native language is not English and who is not currently able to perform ordinary classroom work in English, also known as a limited English proficient or LEP child. (Education Code 306)***

***English language classroom means a classroom in which the language of instruction used by the teaching personnel is overwhelmingly the English language, and in which such teaching personnel possess a good knowledge of the English language. (Education Code 306)***

***English language mainstream classroom means a classroom in which the students either are native English language speakers or already have acquired reasonable fluency in English. (Education Code 306)***

***Sheltered English immersion or structured English immersion means an English language acquisition process in which “nearly all” classroom instruction is in English but with the curriculum and presentation designed for students who are learning the language. (Education Code 306)***

***Bilingual education/native language instruction means a language acquisition process for students in which much or all instruction, textbooks, and teaching materials are in the student's native language. (Education Code 306)***

**Identification and Assessment**

Upon enrollment, each student's primary language shall be determined ***through use of a Home Language Survey.***

Within 30 days of their initial enrollment, students who are identified as having a primary language other than English, ***as determined by the home language survey, and for whom there is no record of results from an English language development test,*** shall be assessed for English proficiency ***using the California English Language Development Test (CELDT)*** in listening, speaking, reading, and writing. ***(5 CCR 11511)***

***All students shall have sufficient time to complete the CELDT as provided in the directions for test administration.***

***Any student with a disability shall take the CELDT with those accommodations for testing that the student has regularly used during instruction and classroom assessment as delineated in the student's individualized education program (IEP) or Section 504 plan that are appropriate and necessary to address the student's individual needs. (5 CCR 11516.5)***

***The District shall notify parents/guardians of their child's results on the CELDT within 30 calendar days of the District receiving those results from the testing company. (5 CCR 11511.5)***

Within 90 days of initial enrollment, students identified as having limited English proficiency shall be further assessed for primary language proficiency in listening, speaking, reading, and writing. The criteria for determining student needs on the basis of these assessments are delineated in the District Master Plan for Limited English Proficient Students. (Education Code 52164.1, 62002; ~~5 CCR 4304~~)

~~The principal or designee shall send a notification of the results of English proficiency assessments to all parents/guardians of students who are assessed, whether the student is designated fluent English proficient or limited English proficient. (Education Code 48985)~~

Before students are enrolled in a program for English language learners, parents/guardians shall receive information about the program and their opportunities for parental involvement. This information shall include the fact that an individual student's participation in the program is voluntary on the part of the parent/guardian. (Education Code 52173)

***Not later than 30 calendar days after the beginning of the school year, each parent/guardian of a student participating in, or identified for participation in, a language instruction program supported by federal Title III funds shall receive notification of the assessment of his/her child's English proficiency. The notice and District brochure for English Learner Student Programs and Services shall include all of the following: (Education Code 440; P.L. 107-110, Section 1112)***

- 1. The reason for the student's classification as English language learner.***
- 2. The level of English proficiency.***
- 3. A description of the program for English language development instruction, including a description of all of the following:***
  - a. The manner in which the program will meet the educational strengths and needs of the student;***
  - b. The manner in which the program will help the student develop his/her English proficiency and meet age-appropriate academic standards;***
  - c. The specific exit requirements for the program, the expected rate of transition from the program into classrooms not tailored for English language learner students, and the expected rate of graduation from secondary school if Title I funds are used for students in secondary schools;***
  - d. Where the student has been identified for special education, the manner in which the program meets the requirements of the student's IEP.***
- 4. Information regarding a parent/guardian's option to decline to allow the student to become enrolled in the program or to choose to allow the student to become enrolled in an alternative program.***
- 5. Information designed to assist a parent/guardian in selecting among available programs, if more than one program is offered.***

***Parent/guardians also shall be notified of the results of any reassessments.***

#### Parental Exception Waivers

At the beginning of each school year, parents/guardians shall be informed of the placement of their children in a structured English immersion program and shall be notified of an opportunity to apply for a parental exception waiver. (Education Code 310; ~~5 CCR 44303~~ **11309**)

~~Principals or their designee shall allow for parental exception waivers (Section 311) when one or more of the following criteria have been identified by a parent as reason for waiver from the Sheltered English Immersion or English Language Mainstream Programs:~~

***A parent/guardian may request that the District waive the requirements of Education Code 305, pertaining to the placement of a student in a structured English immersion program if one or more of the following circumstances exists:***

1. The child already knows English, and possesses good English language skills as measured by standardized tests of English vocabulary, comprehension, reading and writing, in which the child scores at or above the State average for his/her grade level or at/above the 5<sup>th</sup> grade average, whichever is lower. (Education Section 311(a))
2. The child is age ten or older and it is the informed belief of the school principal and educational staff that an alternate course of educational study would be better suited to the child's rapid acquisition of basic English language skills. (Education Code Section 311(b))
3. The child has special needs and has been placed for a period of not less than 30 calendar days during that school year in a Structured English Immersion classroom; and it is subsequently the informed belief of the parent, school principal and teacher that the child has such special physical, emotional, psychological or educational needs that an alternative course of study would be better suited to the child's overall educational development. The existence of such special needs shall not compel issuance of a waiver" and the parents must be fully informed of their right to refuse a waiver. (Education Code Section 311(c))
4. Parents wishing an alternative program not available at their school of residence, but available at another District site, may be offered an intradistrict transfer, when space is available, to attend the site offering that alternative program. Parents wishing an alternative program at another site shall comply with all provisions of the District's intradistrict transfer policy.
5. "Overwhelmingly in English" is defined as 80% English, 20% primary language support.

~~A parent may withdraw their child from any Sheltered English Immersion or English Language Mainstream program to participate in an English Only class upon request.~~

~~At the beginning of each school year, parents/guardians shall be informed of the placement of their children in a structured English immersion program and shall be notified of an opportunity to apply for a parental exception waiver. (Education Code 310; 5 CCR 11303)~~

The parent/guardian shall personally visit the school to apply for the waiver. (Education Code 310)

Upon request for an application for a "Parent Exception Waiver," the principal or designee shall provide to the parents/guardians a full written description of: (Education Code 310, 311; 5 CCR 11303 **11309**)

- ~~5. The intent and content of the structured English immersion program.~~
- ~~6. Any alternative courses of study offered by the District and available to the student.~~

- ~~7. All educational opportunities offered by the District and available to the student.~~
- ~~8. The educational materials to be used in the different educational program choices.~~

~~In addition, upon a request for a waiver, the principal may provide to parents/guardians:~~

- ~~3. Alternative course descriptions and education options offered at each District school~~
- ~~4. Transfer criteria for students moving from a structured English immersion program to an English language mainstream classroom.~~

~~Upon request of the parent/guardian, a spoken explanation of items #1-4 above shall also be provided. (5 CCR 11303)~~

- 1. A full written description, and a spoken description upon request, of the intent and content of the structured English immersion program, any alternate courses of study and all educational opportunities offered by the district and available to the student, and the educational materials to be used in the different educational program choices.**

~~For a request for waiver pursuant to Education Code 311(c), parents/guardians shall also be informed that the student must be placed for a period of not less than 30 calendar days in an English language classroom and that the Superintendent must approve the waiver. (5 CCR 11303)~~

- 2. For a request for waiver pursuant to Education Code 311(c) for students with special needs, notification that the student must be placed for a period of not less than 30 calendar days in an English language classroom and that the Superintendent must approve the waiver pursuant to Governing Board guidelines.**

**Pursuant to Education Code 311 (b) and 311(c). the principal and educational staff may recommend a waiver to a parent/guardian for a student 10 years or older and a student with special needs. Parents/guardians shall be informed in writing of any recommendation for an alternative program made by the principal and staff and shall be given notice of their right to refuse to accept the recommendation. The notice shall include a full description of the recommended alternative program and the educational materials to be used for the alternative program as well as a description of all other programs available to the student. If the parent/guardian elects to request the alternative program recommended by the principal and educational staff, the parent/guardian shall comply with district procedures and requirements otherwise applicable to a parental exception waiver, including Education Code 310. (5 CCR 11309)**

**When evaluating waiver requests pursuant to Education Code 311(a) for students who already know English and other waiver requests for those students for who standardized assessment data are not available, other equivalent assessment measures may be used. These equivalent measures may include local assessments, local standards and teacher evaluations.**

Parental exception waivers pursuant to Education Code 311(b) **for students 10 years or older** shall be granted if it is the "informed belief" of the principal and educational staff that an alternate course of educational study would be better suited to the student's rapid acquisition of basic English language skills. (Education code 311)

Parental exception waivers pursuant to Education code 311(c) **for students with special needs** shall be granted if it is the “informed belief” of the principal and educational staff that, due to the student’s special physical, emotional, psychological or educational needs, an alternate course of educational study would be better suited to the student’s overall educational development. (~~5 CCR 44303~~) (Education code 311)

Parental exception waivers shall be granted unless the principal and educational staff have determined that an alternative program offered at the school would not be better suited for the overall educational development of the student. (5 CCR 44303 **11309**)

***Each waiver shall be considered on its individual merits with great deference given to parental preference for student placement.***

The school shall act upon all parental exception waivers within 20 instructional days of submission to the principal. However, parental exception waiver requests pursuant to Education Code 311(c) **for students with special needs** shall not be acted upon during the 30-day English language classroom placement. ***These waivers shall be acted upon no later than 10 calendar days after the expiration of that 30-day English language classroom placement*** or within 20 instructional days of submission of the waiver to the principal, whichever is later. (5 CCR 44303 **11309**)

***Individual schools in which 20 students or more of a given grade level receive a waiver shall be required to offer such a class; otherwise they must allow the students to transfer to a public school in which such a class is offered. (Education Code 310)***

***Students wishing to transfer shall be subject to the District’s intradistrict and interdistrict attendance policies and administrative regulations.***

In cases where a parental exception waiver **pursuant to Education Code 311(b)** is denied, the parent/guardian shall be informed in writing of the reason(s) for the denial and, if relevant, any procedures that exist to appeal the decision to the Board. (5 CCR 44303 **11309**)

***Waiver requests shall be renewed annually by the parent/guardian. (Education Code 310)***

Upon request of the Superintendent, site principals shall notify the Superintendent of the alternative programs available to parents at each site, the number of parental exception waivers received and granted and the number of withdrawals from the Sheltered English and English Language Mainstream programs.

### Redesignation **Reclassification**

The Fullerton School District shall continue to provide additional and appropriate educational services to English language learners for the purposes of overcoming language barriers until the English language learners have: (5 CCR 11302)

3. Demonstrated English language proficiency comparable to that of the District’s average native English language speakers.
4. Recouped any academic deficits which many have been incurred in other areas of the core curriculum as a result of language barriers.

English language learners shall be reclassified as fluent English proficient when they are able to comprehend, speak, read, and write English well enough to receive instruction in the regular program and make academic progress at a level substantially equivalent to that of students of the same age or grade whose primary language is English. (Education Code 52164.6)

This proficiency shall be assessed by means of the following criteria: **(5 CCR 11303)**

6. Teacher evaluation of the student's English language proficiency and curriculum mastery as measured by teacher observation and a score of "fluent" on the Student Oral Language Observation Matrix (SOLOM).
7. Objective assessment of the student's English comprehension and speaking proficiency as measured by a score of "**Early Advanced**" or "Advanced" on the California English Language Development Test (CELDT).
8. Objective assessment of the student's writing skills as measured by a score of "3" or higher on the District writing proficiency assessment.
9. Parental opinion.

***Parents/guardians shall receive notice and a description of the reclassification process, including notice of their right to participate in the process. Parent/guardian participation in the process shall be encouraged.***

~~10. Objective data on the student's academic performance in English as measured by a score on the Stanford Achievement Test (SAT-9) which falls above the 36<sup>th</sup> percentile for math, reading, and language.~~

***9. Comparison of performance in basic skills, including performance on the English-Language Arts section of the California Standards Test.***

~~SEE REDESIGNATION OPTION~~

The Coordinator of Special Programs and English Language Learner Services shall oversee subsequent monitoring and support of ~~redesignated~~ **reclassified** students.

~~Redesignation Option~~    **Reclassification Option**

Students who have not met all of the standards of performance in reading **and** language, ~~or mathematics~~ as assessed by the SAT-9 (36<sup>th</sup> percentile) **English-Language Arts California Standards Test** may be ~~redesignated~~ **reclassified** Fluent English Proficient (FEP) under certain conditions.

They must:

4. Have been enrolled in U.S. schools for at least five years.
5. Have received English reading instruction in a research-based program for a minimum of one school year.

6. Have been assessed as required by Section 60810, California Education Code.

A Language Appraisal Team\* must:

8. Review the assessment and all student performance data obtained.
9. Specify any instructional support services necessary for the pupil to succeed in an English-only mainstream program.
10. Notify parent/guardian that ~~redesignation~~ **reclassification** is being considered, inform them of their legal rights, and obtain their consent regarding ~~redesignation~~ **reclassification** decision.
11. Reach consensus that it is in the best interest of the student to be ~~redesignated~~ **reclassified** as Fluent English Proficient or the student will not be ~~redesignated~~ **reclassified**. The Language Appraisal Team may convene to consider ~~redesignation~~ **reclassification** whenever additional information is available.
12. Follow District monitoring procedure of students after ~~redesignation~~ **reclassification**.
13. Place documentation of ~~redesignation~~ **reclassification** in pupil's cumulative records.
14. Send copies of the ~~redesignation~~ **reclassification** data to the District Coordinator of Special Programs and English Language Learner Services.

\*The Language Appraisal Team will consist of:

6. The student's classroom teacher.
7. Other teachers who work with the student (if applicable).
8. The site administrator or designee.
9. The student's parent/guardian.
10. The site level English Language Development (ELD) coordinator.

The Team must include at least one person who is certificated in English Language Development (ELD)/Specially Designed Academic Instruction in English (SDAIE) methodologies\*\* (classroom teacher, resource teacher, or administrator).

\*\*Certificated in ELD/SDAIE methodologies means holding a bilingual credential, a bilingual certificate of competency (BCC), a Language Development Specialist (LDS) credential, Cross Cultural Language and Academic Development (CLAD) credential, Bilingual Cross Cultural Language and Academic Development (B-CLAD) credential, SB 1969 certification, or SB 395 certification.

Advisory Committees

At the District level when there are more than 50 English language learners and at each school with more than 20 English language learners, parent/guardian advisory committees shall be maintained to serve the advisory functions specified in law. Parents/ guardians of English language learners shall constitute committee membership in at least the same percentage as their children represent of the total number of students in the school. (Education Code 52176, ~~62002.5~~ **5 CCR 11308**)

***The district's English language advisory committee shall advise the Board on at least the following tasks: (5 CCR 11308)***

- 1. The development of a district master plan of education programs and services for English learners, taking into consideration the school site plans for English learners.***
- 2. The districtwide needs assessment on a school-by-school basis.***
- 3. Establishment of a district program, goals and objectives for programs and services for English learners.***
- 4. Development of a plan to ensure compliance with applicable teacher or aide requirements.***
- 5. Administration of the annual language census.***
- 6. Review of and comment on the district's reclassification procedures.***
- 7. Review of and comments on the written notification required to be sent to parents/guardians pursuant to 5 CCR 11300-11316.***

***In order to assist advisory members in carrying out their responsibilities, the Superintendent or designee shall ensure that committee members receive appropriate training and materials. This training shall be planned in full consultation with the members. (5 CCR 11308)***

Legal References: ~~Education Code Sections 300-340~~  
~~Title 5 Code of Regulations, Sections 11300-11305~~

Adopted: September 22, 1998  
**Revised: November 18, 2003**



**ADMINISTRATIVE REPORT**

DATE: November 18, 2003

TO: Cameron McCune, Ed.D., District Superintendent

FROM: Linda Caillet, Ed.D., Assistant Superintendent, Educational Services

PREPARED BY: Susan Albano  
Coordinator, Special Programs and English Language Learner Services

SUBJECT: REVIEW PROPOSED REVISIONS TO BOARD POLICY AND  
ADMINISTRATIVE REGULATION 6171 TITLE I PROGRAMS (EDUCATION  
FOR DISADVANTAGED STUDENTS)

Background: As a result of recommendations made by the California Department of Education, the California School Board Association, and Federal Title I "No Child Left Behind" legislation, several changes have been proposed to the Board Policy and Administrative Regulation on the Education For Disadvantaged Students. The proposed changes to the Board Policy and Administrative Regulation are based upon the templates provided by the California School Board Association. The Board Policy and Administrative Regulation will be amended to incorporate these procedures as well as changes to the District program to improve the academic achievement of disadvantaged students and meet Title I Federal Guidelines, including the No Child Left Behind Act (NCLB) of 2001, Public Law 107-110.

Funding: Not applicable.

Recommendation: Review proposed revisions to Board Policy and Administrative Regulation 6171 Title I Programs (Education for Disadvantaged Students).

SA:lc

## INSTRUCTION

### Title I Programs

Title I programs shall provide eligible students with supplementary services designed to reinforce the core curriculum and improve achievement in basic and advanced skills. The Fullerton School District shall provide these services, including remediation in reading, language arts and/or mathematics, on the basis of individual student needs identified and annually assessed using STAR Testing data and data from appropriate District multiple assessment measures.

~~In accordance with law, the Fullerton School District shall file with the state a plan describing the assessments, strategies and services the District will use to achieve student educational improvement.~~

Any eligible school that decides to operate a schoolwide program shall develop a comprehensive plan for reforming the total instructional program in the school.

***A school may operate a Title I schoolwide program in order to upgrade the entire educational program of the school when at least 40 percent of the students in the school attendance area, or at least 40 percent of the students enrolled in the school, are from low-income families. The Superintendent or designee shall inform any such eligible school and the school's parents/guardians of the school's eligibility and its ability to consolidate funds from federal, state and local sources for program purposes. (P.L. 107-110, Sections 1112, 1114)***

The Superintendent or designee shall annually review the progress of each participating school in enabling its students to meet state and District standards of student performance. The results of this review shall be disseminated to staff, parents/guardians, students and the community so that the schools can continually refine instruction to help students meet these standards.

***The Superintendent or designee shall provide technical assistance and support to any school participating in the Title I program, including consultation in the development and implementation of school plans and activities.***

***The Superintendent or designee shall ensure the coordination of Title I activities with other programs as appropriate.***

### District Plan

***The district shall submit to the California Department of Education a plan containing the components specified in P.L. 107-110, Section 1112, which describe the assessments, strategies and services the district will use to help low-achieving students meet challenging academic standards. (P.L. 107-110, Section 1112)***

***The district shall periodically review and, as necessary, revise the district plan. (P.L. 107-110, Section 1112)***

Parental Involvement

***In order to improve the academic achievement of disadvantaged students, the district shall use federal Title I funds to provide eligible students with supplementary services to reinforce the core curriculum and assist students in attaining proficiency on state academic standards and assessments.***

~~The parents/guardians of students enrolled in Title I programs will be provided the opportunity to be involved in program planning, budget development and implementation of site level Title I programs in a systematic and informed fashion. They shall have regular opportunities to make recommendations on the educational needs of their children and on ways in which they can help their children benefit from the programs.~~

~~The Superintendent or designee shall develop procedures that help participating schools to plan, implement and expand effective parental involvement. At each of these schools, a written parent involvement policy shall be developed with the participation of parents/guardians and distributed to them, describing how program requirements specified in law will be carried out. The policy shall be updated annually to meet the changing needs of parents/guardians and the school.~~

~~In consultation with parents/guardians, the Superintendent or designee shall annually assess the effectiveness of the District's Title I parental involvement policy and programs and revise them if necessary. He/she shall identify barriers to greater involvement and determine what action, if any, needs to be taken to increase parental participation.~~

***Title I programs, activities and procedures shall be developed and agreed upon with parents/guardians of participating students. (P.L. 107-110, Section 1118)***

***The Superintendent or designee shall: (P.L. 107-110, Section 1118)***

- 1. Involve parents/guardians in the joint development of the District's Local Educational Agency Plan that includes Title I pursuant to P.L. 107-110, Section 1112, and the process of school review and improvement pursuant to P.L. 107-110, Section 1116.***
- 2. Provide the coordination, technical assistance and other support necessary to assist participating schools in planning and implementing effective parent involvement activities to improve student academic achievement and school performance.***
- 3. Build the capacity of schools and parents/guardians for strong parent involvement.***
- 4. Coordinate and integrate Title I parent involvement strategies with parent involvement strategies under other programs specified in P.L. 107-110, Section 1118.***
- 5. Conduct, with parent/guardian involvement, an annual evaluation of the content and effectiveness of the parent involvement policy in improving the academic quality of the schools served by Title I, including:***
  - a. Identifying barriers to greater participation by parents/guardians in parent involvement activities, with particular attention to parents/guardians who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background;***

- b. **Using evaluation findings to design strategies for more effective parent involvement;**
- c. **If necessary, revising the district and school parent involvement policies.**

**6. Involve parents/guardians in the activities of schools served by Title I.**

**This policy shall be distributed to parents/guardians of participating students and incorporated into the District's Local Educational Agency Plan, Title I section. (P.L. 107-110, Section 1118)**

Comparability in Instruction    **Comparability of Services**

**State and local funds used in schools receiving Title I funds shall provide services that, taken as a whole, are at least comparable to services in schools that are not receiving Title I funds or, if all district schools are receiving Title I funds, that are substantially comparable in each school. Comparability may be determined on a school-by-school basis or by grade span. (P.L. 107-110, Section 1120A)**

**The Governing Board shall adopt a Districtwide salary schedule and** the Superintendent or designee shall establish procedures which ensure that the District provides all District schools with the same level of base funding, per student, for staff services, curriculum materials and instructional supplies. At the beginning of each school year, the ratio of students to teachers and auxiliary staff shall vary as little as possible from school to school. The Superintendent or designee shall maintain annual records to document this ratio and to indicate the quantity and quality of books and equipment at each school.

**The Superintendent or designee shall develop procedures for ensuring comparability of services and shall biennially update records documenting the district's compliance. (P.L. 107-110, Section 1120A)**

**Program Evaluation**

**The Board shall use state assessment results and other available measures or indicators to annually review the progress of each participating school and determine whether the school is making adequate yearly progress toward ensuring that all students meet the state's proficient level of achievement on state assessments. (P.L. 107-110, Section 1112)**

Legal Reference:

~~UNITED STATES CODE, TITLE 20  
6301-6514 Title I Programs  
8851-8857 Coordination of programs, consolidated state and local plans and applications  
EDUCATION CODE  
11500-11506 Programs to Encourage Parental Involvement~~

**Legal Reference:**

**EDUCATION CODE  
11500-11506 Programs to encourage parent involvement**

**PUBLIC LAW 107-110**

**1001 Program purpose**

**1112 Local educational agency plan**

**1113 Eligibility of schools and school attendance areas; funding allocation**

**1114 Title I schoolwide programs**

**1115 Targeted assistance schools**

**1116 School improvement**

**1118 Parent Involvement**

**1120 Participation of private school students**

**1120A Comparability of services**

**1120B Coordination with early childhood education programs**

**9501 Participation of private school students**

Adopted: 8/22/2000

Revised: 11/18/2003

Instruction

Title I Programs

**Schoolwide Programs**

***Any eligible school that desires to operate a Title I schoolwide program shall develop or amend, in accordance with law, a comprehensive plan for reforming the total instructional program in the school. (P.L. 107-110, Section 1114)***

***A schoolwide program shall include: (P.L. 107-110, Section 1114)***

- 1. A comprehensive needs assessment of the entire school, including migratory children, which includes the achievement of students in relation to state academic content and achievement standards.***
- 2. Schoolwide reform strategies that:***
  - a. Provide opportunities for all students to meet the state's proficient and advanced levels of achievement;***
  - b. Use effective methods and instructional strategies that are based on scientifically based research and strengthen the school's core academic program, increase the amount and quality of learning time, help provide an enriched and accelerated curriculum, and include strategies for meeting the educational needs of historically underserved populations;***
  - c. Include strategies to address the needs of all students in the school, but particularly the needs of low-achieving students and those at risk of not meeting state achievement standards who are members of the target population of any program that is part of the schoolwide program. Such strategies may include counseling, student services, mentoring services, college and career awareness and preparation, and the integration of vocational and technical education programs;***
  - d. Address how the school will determine if student needs have been met;***
  - e. Are consistent with and designed to implement state and local improvement plans, if any.***
- 3. Instruction by highly qualified teachers.***
- 4. High-quality and ongoing professional development for teachers, principals, paraprofessionals and, if appropriate, student services personnel, other staff and parents/guardians to enable all students in the school to meet state academic achievement standards.***
- 5. Strategies to attract high-quality, highly qualified teachers to high-need schools.***
- 6. Strategies to increase parent involvement.***

7. Plans for assisting preschool children in the transition from early childhood programs to elementary school programs.
8. *Measures to include teachers in decisions regarding the use of academic assessments to provide information on, and to improve the achievement of, individual students and the overall instructional program.*
9. Activities to ensure that students who experience difficulty mastering the proficient and advanced levels of academic standards shall be provided with effective, timely additional assistance, which shall include measures for timely identification of students' difficulties and provision of sufficient information on which to base effective assistance.
10. *Coordination and integration of federal, state and local services and programs.*

#### **Participation of Private School Students**

***The Superintendent or designee shall provide or contract to provide Title I benefits to eligible private school students residing in a participating school attendance area. Such services and benefits shall be provided on an equitable basis with participating public school students. (P.L. 107-110, Sections 1120, 9501)***

***The Superintendent or designee shall consult, in a meaningful and timely manner, with appropriate private school officials during the design and development of the district's Title I programs. Such consultation shall occur before the district makes any decision that affects the opportunities of eligible private school students to participate in Title I programs and shall include a discussion of: (P.L. 107-110, Section 1120)***

1. ***How the students' needs will be identified.***
2. ***What services will be offered.***
3. ***How, where and by whom the services will be provided.***
4. ***How the services will be academically assessed and how assessment results will be used to improve those services.***
5. ***The size and scope of the equitable services to be provided to private school students and the proportion of funds that is allocated for such services.***
6. ***The method or sources of data that are used to determine the number of students from low-income families in participating school attendance areas who attend private schools.***
7. ***How and when the district will make decisions about the delivery of service to such students, including a thorough consideration and analysis of the views of private school officials on the provision of services through a third-party provider.***
8. ***How, if the district disagrees with the views of private school officials on the provision of services through a third-party provider, the district will provide to private school***

**officials a written analysis of the reasons that the district has chosen not to use a contractor.**

**Meetings between district and private school officials shall continue throughout implementation and assessment of services. (P.L. 107-110, Section 1120)**

**The Superintendent or designee shall maintain in the district's records, and provide to the California Department of Education, a written affirmation signed by officials of each participating private school that consultation has occurred. (P.L. 107-110, Section 1120)**

**Teachers, other educational personnel and families of participating private school students shall participate, on an equitable basis, in parent involvement activities and professional development pursuant to P.L. 107-110, Sections 1118 and 1119. (P.L. 107-110, Sections 1120, 9501)**

#### Parental Involvement

~~To ensure that parents/guardians are consulted and participate in the planning, design, implementation and evaluation of Title I programs, each school receiving Title I assistance shall:~~

**Each school receiving Title I funds shall develop a written policy on parent involvement. The policy shall be developed jointly with and agreed upon by parents/guardians of participating students and shall describe the means by which the school shall: (P.L. 107-110, Section 1118)**

1. Invite all parents/guardians of eligible children to attend an annual meeting in order to inform them about the school's participation in Title I and their right to be involved.
2. Offer additional meetings for parents/guardians at convenient times, for which related child care is provided.
3. Involve parents/guardians in an organized, ongoing and timely way in the planning, budget development, review and improvement of Title I programs and parental involvement policies.

**The school may use an existing process for involving parents in the joint planning and design of the school's programs provided that the process includes adequate representation of parents/guardians of participating students.**

4. Provide the parents/guardians of participating students all of the following:
  - a. Timely information about Title I programs;
  - b. School performance profiles and individual student assessment results, with an interpretation of these results;
  - c. A description and explanation of the school curriculum, forms of assessment used to measure student progress, and expected proficiency levels;
  - d. Opportunities to meet regularly with other parents/guardians to formulate suggestions, share experiences and participate in decisions related to their children's education;
  - e. Timely responses to the suggestions of parents/guardians.



5. Submit to the Superintendent or designee any negative comments by parents/ guardians related to the schoolwide program plan.
6. Jointly develop with the parents/guardians of participating students a school-parent compact that outlines how parents/guardians, staff and students will work as partners and share responsibility for improved student achievement. This compact shall describe:
  - a. The school's responsibility for high-quality curriculum, instruction and learning environment;
  - b. Parental responsibilities for supporting their children's learning, such as monitoring attendance and homework completion, volunteering in the classroom and participating in decisions related to their children's education and use of extracurricular time;
  - c. Channels of ongoing communication between teachers and parents/guardians, including parent-teacher conferences, progress reports, reasonable access to staff, and opportunities to volunteer and observe classroom activities.
7. Help parents/guardians understand the District's education goals, state content standards, state student performance standards, and related state responsibilities. Also, help them understand how to participate in decisions related to their children's education, monitor student progress, and work with educators to improve their children's performance.
8. Provide materials and training that will help parents work with their children to improve their achievement.
9. Educate teachers, principals and other staff in the value of parental involvement and ways to reach and work with parents/guardians as equal partners.
10. Whenever feasible, coordinate and integrate parental involvement programs and activities with other programs.
11. Encourage community-based organizations and businesses to participate in parent involvement activities and work with parents/guardians and the schools.
12. ***Ensure that information related to school and parent/guardian programs, meetings and other activities is sent to the parents/guardians of participating students in a format and, to the extent practicable, in a language the parents/guardians can understand.***
13. Whenever possible, provide full opportunities for the participation of parents with limited English proficiency or with disabilities, and provide program-related information and school profiles in the language used in the home.

At least one percent of the Title I funds received by participating sites shall be used for parental involvement activities. The parents/guardians of children receiving Title I services shall be involved in deciding how these funds are allotted.

In addition to the required activities above, Title I funds may be used to support any of the activities listed below : ***(P.L. 107-110, Section 1118)***

1. Pay reasonable and necessary expenses associated with local parental involvement activities, including child care costs, to enable parents/guardians to participate in school-related meetings and training sessions.
2. Train and support parents/guardians to enhance the involvement of other parents/guardians.
3. Arrange meetings at a variety of times to maximize opportunities for parental participation.

***Each school's parent involvement policy shall be made available to the local community and distributed to parents/guardians of participating students in an understandable and uniform format and, to the extent practicable, provided in a language the parents/guardians can understand. (P.L. 107-110, Section 1118)***

***The school's policy shall be updated periodically to meet the changing needs of parents/guardians and the school. (P.L. 107-110, Section 1118)***

***Parents/guardians of participating students shall be involved in deciding how Title I funds reserved for parent involvement activities will be allotted. (P.L. 107-110, Section 1118)***

Revised : 8/22/2000

**Revised: 11/18/2003**