

PAJARO VALLEY UNIFIED SCHOOL DISTRICT MISSION STATEMENT

The Mission of the Pajaro Valley Unified School District is to educate and to support learners in reaching their highest potential. We prepare students to pursue successful futures and to make positive contributions to the community and global society.

August 8, 2012 REGULAR BOARD MEETING

CLOSED SESSION – 6:00 p.m. – 7:00 p.m.
PUBLIC SESSION – 7:00 p.m.

**DISTRICT OFFICE
BOARDROOM
292 Green Valley Road, Watsonville, CA 95076**

NOTICE TO THE PUBLIC: PURSUANT TO SB 343, BOARD PACKET DOCUMENTS ARE AVAILABLE FOR YOUR REVIEW AT THE FOLLOWING LOCATIONS:

- Superintendent's Office: 294 Green Valley Road, Watsonville, CA (4th Floor)
- On our Webpage: www.pvUSD.net

Notice to the Audience on Public Comment

Members of the audience are welcome to address the Board on all items not listed on this agenda. Such comments are welcome at the "Visitor Non-Agenda Items".

Members of the audience will also have the opportunity to address the Board during the Board's consideration of each item on the agenda.

Individual speakers will be allowed three minutes (unless otherwise announced by the Board President) to address the Board on each agenda item. **You must submit this card prior to the discussion of the agenda item you wish to speak to; once an item has begun, cards will not be accepted for that item.** For the record, please state your name at the beginning of your statement. The Board shall limit the total time for public input on each agenda item to 20 minutes. With Board consent, the President may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. The President may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add.

Note: Time allotment for each item is for the report portion only; it is not an anticipation of the total time for the discussion of the item.

We ask that you please turn off your cell phones and pagers when you are in the boardroom.

Please Note that Reporting out of Closed Session will Take Place AFTER Action Items.

1.0 CLOSED SESSION OPENING CEREMONY IN OPEN SESSION – 6:00 P.M.

- 1.1 Call to Order
- 1.2 Public comments on closed session agenda.

2.0 CLOSED SESSION (AND AFTER REGULAR SESSION IF NECESSARY)

- 2.1 Public Employee Appointment/Employment, Government Code Section 54957
 - a. Certificated Employees (see Attached)
 - b. Classified Employees (see attached)
- 2.2 Public Employee Discipline/Dismissal/Release/Leaves
- 2.3 Negotiations Update
 - a. CSEA
 - b. PVFT
 - c. Unrepresented Units: Management and Confidential
 - d. Substitutes – Communication Workers of America (CWA)
- 2.4 Claims for Damages
- 2.5 Pending Litigation
- 2.6 Anticipated Litigation
- 2.7 Real Property Negotiations

3.0 OPENING CEREMONY – MEETING OF THE BOARD IN PUBLIC - 7:00 P.M.

- 3.1 Pledge of Allegiance
- 3.2 Welcome by Board President
Trustees Kim De Serpa, Doug Keegan, Sandra Nichols, Karen Osmundson, Jeff Ursino, Willie Yahiro and President Leslie DeRose.
- 3.3 Superintendent Comments
 - *Chris Bates, California Association of School Transportation Officials (CASTO) 2012 State Championship Rodeo Second Place Winner!!*

4.0 APPROVAL OF THE AGENDA

5.0 APPROVAL OF MINUTES

a) Minutes for June 27, 2012

6.0 POSITIVE PROGRAM REPORT

- 6.1 Report on School Improvement Grants (SIG).
Report by Kim Sweeney, SIG Coordinator.

7.0 VISITOR NON-AGENDA ITEMS

Public comments on items that are not on the agenda can be addressed at this time. The Board President will recognize any member of the audience wishing to speak to an item not on the agenda on a matter directly related to school business. The President may allot time to those wishing to speak, but no action will be taken on matters presented (Ed. Code Section 36146.6). If appropriate, the President or any Member of the Board may direct that a matter be referred to the Superintendent's Office for placement on a future agenda. (Please complete a card if you wish to speak.)

8.0 EMPLOYEE ORGANIZATIONS COMMENTS – PVFT, CSEA, PVAM, CWA 5 Min. Each

9.0 CONSENT AGENDA

Information concerning the Consent items listed above has been forwarded to each Board Member prior to this meeting for his/her study. Unless some Board Member or member of the audience has a question about a particular item(s) and asks that it be withdrawn from the Consent list, the item(s) will be approved at one time by the Board of Trustees. The action taken in approving Consent items is set forth in the explanation of the individual item(s).

- 9.1 Purchase Orders June 21 – August 1, 2012
The PO's will be available in the Superintendent's Office.
- 9.2 Warrants June 21 – August 1, 2012
The warrants will be available in the Superintendent's Office.
- 9.3 Accept with Gratitude Donation from Mr. William Parkin of Two Pentium-4 Dell Dimension Computers and Accessories, an Estimated Value of \$200.00, for Mar Vista Elementary School.
- 9.4 Accept with Gratitude Donation from Ms. Carol Galasso of \$2,300 for the Purchase of an HP Compaq computer with Microsoft Office Pro 2010, LCD Monitor and Printer for Valencia Elementary School.
- 9.5 Approve Williams Uniform Complaint Quarterly Report for April through June 2012. Number of Complaints: 0.
- 9.6 Approve 2012-2013 Consolidated Application for Funding Federal and State Programs.
- 9.7 Approve Notice of Completion and Change Order for Hall District Elementary School for Boys and Girls Bathroom Improvements.

The administration recommends approval of the Consent Agenda.

10.0 DEFERRED CONSENT ITEMS

11.0 REPORT, DISCUSSION AND POSSIBLE ACTION ITEMS

- 11.1 Report, discussion and possible action to Approve Contract for Assistant Superintendent of Human Resources.
Report by Dorma Baker, Superintendent. *2 min. pres.; 5 min. discussion*
- 11.2 Report, discussion and possible action on PVUSD Board's Participation in the Santa Cruz County School Boards Association.
Report by Dorma Baker, Superintendent. *2 min. pres.; 10 min. discussion*
- 11.3 Report, discussion and possible action on Resolution #12-13-01, Supporting the Schools and Local Public Safety Protection Act (Proposition 30).
Report by Brett McFadden, CBO. *2 min. pres.; 5 min. discussion*
- 11.4 Report, discussion and possible action to Approve Job Description for Human Resources Senior Analyst.
Report by Cathy Stefanki, Interim Assistant Superintendent, HR. *2 min. pres.; 5 min. discussion*

12.0 ACTION ON CLOSED SESSION

13.0 GOVERNING BOARD COMMENTS/REPORTS

14.0 UPCOMING BOARD MEETINGS/REMAINING BOARD MEETINGS FOR 2012

All meetings, unless otherwise noted, take place at the District Office Boardroom, 292 Green Valley Road, Watsonville, CA. Closed Session begins at 6:00 pm; Open Session begins at 7:00 pm.

August	▪ 22	
September	▪ 12 ▪ 26	▪ Unaudited Actuals
October	▪ 10 ▪ 24	
November	▪ 14	▪
December	▪ 5 Annual Organization Mtg.	▪ Approve 1 st Interim Report

15.0 ADJOURNMENT

PAJARO VALLEY UNIFIED SCHOOL DISTRICT
CLOSED SESSION AGENDA
August 8, 2012

- 2.1 Public Employee Appointment/Employment, Government Code Section 54957
a. Certificated Employees
b. Classified Employees

New Hires – Probationary	
	None
New Substitutes	
	None
New Hires	
6	Primary Teacher
1	Secondary Teacher
Promotions	
	None
Rehires	
	None
Administrative Appointments	
1	Academic Coordinator
2	Assistant Principal
1	Coordinator of Program Evaluation
1	Director
1	Interim Assistant Superintendent, HR
4	Principals
1	School Improvement Coordinator
5	Site Academic Coordinator
Transfers	
	None
Extra Pay Assignments	
5	Coaches
2	Athletic Director
Extra Period Assignments	
	None
Leaves of Absence	
5	Primary Teacher
1	Secondary Teacher
1	Adult Ed Teacher

1	WCC Teacher
1	Instructional Assistant II
1	Lead Custodian III
1	Behavior Technician
Retirements	
1	Primary Teacher
Resignations/Terminations	
3	Primary Teacher
1	Resource Specialist
1	SDC Teacher
Supplemental Service Agreements	
6	Head Teacher Summer School
4	Kinder Collaboration
7	Secondary Teacher
7	Jump Start
Miscellaneous Actions	
1	Testing Specialist II
1	Data Entry Specialist
Separations From Service	
2	Administrative Secretary III
1	MAA/LEA Accountant
1	Instructional Assistant II
Limited Term – Projects	
1	Accounting Specialist II
1	Administrative Secretary I
28	Behavior Technician
24	Cafeteria Assistant
3	Cafeteria Manager I
9	Campus Safety Coordinator
1	Delivery Driver
28	Enrichment Specialist
3	Health Services Assistant
37	Instructional Assistant – General
13	Instructional Assistant I
61	Instructional Assistant II
3	Instructional Assistant II – Singing

12	Instructional Assistant – Migrant Children Center
1	Language Support Liaison
13	Library Media Technician
1	Migrant Outreach Specialist
1	Office Assistant I
16	Office Assistant III
1	Office Manager
4	Site Computer Support Technician
1	Transportation Dispatcher
Exempt	
2	Childcare
38	Student Helper
Provisional	
	None
Limited Term - Substitute	
1	Office Manager
23	Custodian I
1	Administrative Assistant – Confidential
1	Human Resources Technician



**June 27, 2012
REGULAR BOARD MEETING
UNADOPTED MINUTES**

CLOSED SESSION – 6:00 p.m. – 7:00 p.m.

PUBLIC SESSION – 7:00 p.m.

DISTRICT OFFICE

BOARDROOM

292 Green Valley Road, Watsonville, CA 95076

1.0 CLOSED SESSION OPENING CEREMONY IN OPEN SESSION – 6:00 P.M.

1.1 Call to Order

President DeRose called the meeting of the Board in order at 6:02 PM at 292 Green Valley Road, Watsonville, CA.

1.2 Public comments on closed session agenda.

None.

2.0 CLOSED SESSION (AND AFTER REGULAR SESSION IF NECESSARY)

2.1 Public Employee Appointment/Employment, Government Code Section 54957

a. Certificated Employees

b. Classified Employees

New Hires – Probationary	
1	Office Assistant III
New Substitutes	
	None
New Hires	
88	Teachers
Promotions	
	None
Rehires	
	None
Administrative Appointments	
1	Administrator on Special Assignment
7	Administrators
Transfers	
	None
Extra Pay Assignments	
3	Coaches
Extra Period Assignments	
	None

Leaves of Absence	
4	<i>Primary Teacher</i>
3	Secondary Teacher
1	Site Coordinator
Retirements	
2	<i>Teachers</i>
Resignations/Terminations	
1	Primary Teacher
2	<i>Secondary Teacher</i>
1	<i>Resource Specialist</i>
1	<i>Principal</i>
Supplemental Service Agreements	
7	Collaboration
2	Guest Teachers
18	Head Teacher Summer School
1	IEP Completion
1	Independent Study Program
3	Intervention Teachers 2 – 5
1	Jumpstart Academy
1	Kinder Proficiency Exam
26	Math Solutions Training
4	Teachers Moving Classrooms
1	Professional Development
11	RTI Data Team Planning
1	Saturday School
30	SIG Increased Learn Time
5	SIG Leadership
4	Smart Board Training
2	Speech Language Pathologists
32	Teacher Summer School
1	TCI Trainings
2	Writing Assessment Scoring
Miscellaneous Actions	
1	Administrative Secretary II
1	Custodian II

Separations From Service	
1	Instructional Assistant II
1	Accounting Specialist II
1	Library Media Technician
Limited Term – Projects	
10	Campus Safety Coordinators
2	Career Development Specialist I
1	Career Development Specialist II
3	Enrichment Specialist
7	Instructional Assistant – General
1	Instructional Assistant II
9	Instructional Assistant – Migrant/Children Center
1	Instructional Support Clerk
1	Library Media Technician
1	Site Computer Technician
Exempt	
3	Childcare
4	Crossing Guards
1	PUPILS
Provisional	
1	Instructional Assistant I
Limited Term - Substitute	
1	Instructional Assistant II
5	Instructional Assistant – Migrant/Children Center

2.2 Public Employee Discipline/Dismissal/Release/Leaves

2.3 Negotiations Update

- a. CSEA
- b. PVFT
- c. Unrepresented Units: Management and Confidential
- d. Substitutes – Communication Workers of America (CWA)

2.4 Claims for Damages

2.5 Pending Litigation

2.6 Anticipated Litigation

2.7 Real Property Negotiations

2.8 3 Expulsions

3.0 OPENING CEREMONY – MEETING OF THE BOARD IN PUBLIC - 7:00 P.M.

President DeRose called the meeting of the Board in public to order at 7:00 PM.

3.1 Pledge of Allegiance

Trustee De Serpa led the Board in the Pledge of Allegiance.

3.2 Welcome by Board President

Trustees Kim De Serpa, Doug Keegan, Karen Osmundson, Willie Yahiro and President Leslie DeRose were present. Trustees Sandra Nichols and Jeff Ursino were absent.

President DeRose asked for a moment of silence in honor of Mr. Bruce Woolpert. She acknowledged Mr. Woolpert's dedication and commitment to education and the community.

3.3 Superintendent Comments

Superintendent Dorna Baker acknowledged the contributions of Mr. Woolpert to our district. Mrs. Baker noted that she admired his brilliance.

4.0 APPROVAL OF THE AGENDA

Trustee Keegan moved to approve the agenda. Trustee Yahiro seconded the motion. The motion passed 5/0/2 (Nichols, Ursino absent).

5.0 APPROVAL OF MINUTES

a) Minutes for June 13, 2012

Trustee Keegan moved to approve the minutes for June 13, 2012. Trustee Osmundson seconded the motion. The motion passed unanimously.

6.0 VISITOR NON-AGENDA ITEMS

Bill Beecher, community member, commented about bilingual education and his impression that schools are not providing effective programs.

President of the Board closed the regular meeting and opened the public hearing.

7.0 PUBLIC HEARING ON PVUSD 2012-13 BUDGET

7.1 Budget

Report by Brett McFadden, CBO and Helen Bellonzi, Finance Director

Brett McFadden reported that the budget represents the direction given to staff throughout the various reports. It is a legal requirement to have a budget approved by the Board of Education by June 30th and to submit it for review to the Santa Cruz County Office of Education. The information provided to the Board is more detailed than in the past. The budget is a "living" document and staff will work to ensure that it is a "reader-friendly" document to increase financial transparency. The challenge in the current year is that agencies are planning for the unknown. The budget includes many assumptions as outlined in the Governor's May revision. Mr. McFadden noted that there are no major program or staffing reductions included in the budget. The one new item is the use of federal carry-over to extend funding for K-3 intervention teachers. The multi-year projection shows a positive ending balance of about \$35 million and an unappropriated reserve of \$7.5 million for 2013-14. Looking at 2014-15 the ending balance is reduced to about \$30 million and the unappropriated reserve is also reduced to a negative \$6.1 million.

Staff recommends the following: that the Board adopts the 2012-13 proposed budget as presented; that PVUSD stays the course pending outcome of the November election; to plan and discuss actions in response to possible fiscal scenarios; and to approve and implement appropriate fiscal action plan after the November 6th measures results.

7.2 Public Comment

Mike Schiro, teacher, advocated for middle and high school athletics, and requested the district makes funding a permanent item on the budget as it has a tremendous positive impact on students.

7.3 Board Comments/Questions

Board participated with comments and questions.

Board President closed the public hearing and resumed the regular Board meeting.

8.0 EMPLOYEE ORGANIZATIONS COMMENTS – PVFT, CSEA, PVAM, CWA 5 Min. Each

Francisco Rodriguez, PVFT President, welcomed Cathy Stefanki back to the district. He noted that the position of Mental Health, approved at the prior meeting, should be a certificated position, not classified. Mr. Rodriguez also commented and thanked the Board for their willingness to have PVFT representation at the various interviews that recently took place.

9.0 CONSENT AGENDA

Trustee Keegan moved to approve the consent agenda, with special recognition to Mr. Joe Gallegher for his donation to the district. Trustee Yahiro seconded the motion. The motion passed 5/0/2 (Nichols, Ursino absent).

9.1 Purchase Orders June 7 - 20, 2012

9.2 Warrants June 7 - 20, 2012

9.3 Accept with Gratitude Donation from Mr. Joe Gallegher of an Overhead Projector with Table for the District, an Estimated Value of \$200.00.

9.4 Approve CAHSEE Passage Waiver for Student # 11-12-40, Mathematics, Watsonville High School.

9.5 Approve CAHSEE Passage Waiver for Student # 11-12-41, Mathematics, Renaissance High School.

9.6 Approval of Contract for Health Supplies/Blanket Bid # JL050112-HTH, for the District Warehouse/Stores.

9.7 Approval of Contract for Custodial Supplies/Blanket BID #JL050112-CUST, for the District Warehouse/Stores.

9.8 Approval of Contract for Athletic Supplies/Blanket BID #050112-ATH, for the District Warehouse/Stores.

9.9 Approve New Course: Advanced Placement World Civilizations for Watsonville High School. Second Reading.

9.10 Approve Resolution #11-12-35, Updated Authorized District Signatures on Records.

10.0 DEFERRED CONSENT ITEMS

None.

11.0 REPORT, DISCUSSION AND POSSIBLE ACTION ITEMS

11.1 Approve PVUSD 2012-13 Budget.

Report given under item 7.0.

Trustee Keegan moved to approve the 2012-13 budget as presented. Trustee Osmundson seconded the motion. The motion passed 5/0/2 (Nichols, Ursino absent).

11.2 Report, discussion and possible action to Approve Renewal of Contracts for Assistant Superintendent of Secondary Education, Assistant Superintendent of Primary Education and Chief Business Officer.

Report by Dorma Baker, Superintendent.

Superintendent Baker reported that the contract has no significant changes other than dates; there is no increase in salaries.

Board participated with questions.

Trustee Yahiro moved to approve this item, stating that this is one of the best teams in the district. Trustee Keegan seconded the motion.

Board participated with additional questions.

The motion passed 5/0/2 (Nichols, Ursino absent).

11.3 Report, discussion and possible action to Approve Annual Declaration of Need for Fully Qualified Educators.

Report by Leland Takemoto, Director, HR, Certificated.

Mr. Lee Takemoto reported that this is a routine item, which is designed to assist in the event the district is unable to fill a specific position that requires specific credentialing, such as bilingual and special education positions.

Board participated with questions.

Trustee Keegan moved to approve this item. Trustee De Serpa seconded the motion. The motion passed 5/0/2 (Nichols, Ursino absent).

11.4 Report, discussion and possible action to Approve New Board Policy #1114, Social Media Use.

Report by Tim Landeck, Director, Technology.

Dan Weiser, Assistant Director of Technology, began by defining social media and the official district social media. Standards and guidelines are established by the Superintendent or designee. The general expectation is that official district social media platforms are used for their stated purposes. Mr. Weiser addressed privacy rights of all individuals accessing social media. The policy is accompanied by an Administrative Regulation.

Board participated with comments and questions.

Trustee De Serpa moved to approve Board Policy #1114. Trustee Yahiro seconded the motion. The motion passed 5/0/2 (Nichols, Ursino absent).

11.5 Report, discussion and possible action to Approve New Job Description for Office Manager, Adult Education.

Report by Pam Shanks, Director, Human Resources, Classified.

Pam Shanks indicated that this is a new job description created after a classification study. This position was approved by the Personnel Commission. Staff recommend approval of this item.

Board participated with questions.

Public comment:

Bonnie Gutierrez, adult education student, spoke of her concern for the school with the loss of funds and the loss of the downtown building. Fees have been increased and yet they are looking at an Office Manager being hired as well as the possibility of hiring a vice principal. Ms. Gutierrez asked that funds

remain in classes instead of increasing salaries or positions. This is a valuable program for adults in the community. Would like to work with staff to be sure this program works.

Board participated with comments.

Trustee Yahiro moved to approve this item. Trustee De Serpa seconded the motion. The motion passed 5/0/2 (Nichols, Ursino absent).

11.6 Report, discussion and possible action to Approve Revised Job Description for Accounting Technician.

Report by Pam Shanks, Director, Human Resources, Classified.

Pam Shanks noted that this is a revised job description, approved by the Personnel Commission. This revision involves two current employees.

Trustee Osmundson moved to approve this item. Trustee Keegan seconded the motion.

The Board participated with questions.

The motion passed 5/0/2 (Nichols, Ursino absent).

11.7 Report, discussion and possible action to Amend MOU with Watsonville Charter School for the Arts to discontinue district provided food services and implement a one-year pilot program with Revolution Foods, Inc.

Report by Brett McFadden, CBO.

Brett McFadden noted that WCSA proposed to change their current MOU to allow them to discontinue district provided food services and contract with Revolution Foods. Parents of the school have gone through the process to evaluate the benefits. Mr. McFadden mentioned that staff is concerned about the school's fiscal solvency, while they have a positive balance, there are unknowns that can impact their finances. This action would not have a direct impact on district employees. All of food services related activities take place at Alianza. There is strong support from parents. There are terms: ability to work with the school site in cost analysis and what possible impact that may have in the long run. This is intended to be a one-year pilot program.

Public comment:

Trish Hucklebridge, Principal WCSA, read a letter from Jacob Martinez, father of two students at the school, which expressed his support for the amendment to their MOU to allow the school to pilot one year with Revolution Foods. Ms. Hucklebridge explained the way they are ensuring this is a most cost-effective process.

Lara Livingston, parent, stated that people are becoming smarter about what they eat. This action would provide students with healthier eating options.

Board participated with comments and questions.

Trustee Keegan moved to approve this item as recommended by staff. Trustee Osmundson seconded the motion.

Board participated with additional questions.

The motion passed 5/0/2 (Nichols, Ursino absent).

13.0 ACTION ON CLOSED SESSION

2.1 Public Employee Appointment/Employment, Government Code Section 54957
a. Certificated Employees

Trustee Keegan moved to approve the certificated report with the following additions: 7 new administrative appointments; 88 teachers under New Hires; 1 teacher under Leave of Absence; 2 teachers under Retirements; 1 teacher, 1 administrator; and 1 resource specialist under Resignations. Trustee Osmundson seconded the motion. The motion passed 5/0/2 (Nichols, Ursino absent).

b. Classified Employees

Trustee Keegan moved to approve the classified employee report as presented. Trustee Osmundson seconded the motion. The motion passed 5/0/2 (Nichols, Ursino absent).

2.8 3 Expulsions

Action on Expulsions

Trustee Osmundson moved to approve the recommendation of the District Administration for the following expulsion:

11-12-091

Trustee Keegan seconded the motion. The motion passed 5/0/2 (Nichols, Ursino absent).

Trustee Osmundson moved to approve the recommendation of the Hearing Panel for the following expulsion:

11-12-092

Trustee Keegan seconded the motion. The motion passed 5/0/2 (Nichols, Ursino absent).

Trustee Osmundson moved to approve the recommendation of the Hearing Panel, requesting that the school noted on the Summary Sheet be corrected to show Pajaro Middle School, for the following expulsion:

11-12-093

Trustee Keegan seconded the motion. The motion passed 5/0/2 (Nichols, Ursino absent).

2.2 Public Employee Discipline/Dismissal/Release/Leaves

Trustee Keegan reported that the board voted 4/0/3 to accept an employee agreement with 1 teacher.

14.0 GOVERNING BOARD COMMENTS/REPORTS

Trustee Yahiro commented on the bond issue, which started with over \$200 million but needed to be settled for \$150. He asked board members about the plan to raise the additional funds to ensure completion of all items identified in the facilities master plan.

Trustee De Serpa commented on the bond and that the lower amount was a compromise to ensure there was support. We need to articulate the bond with groups, such as school site councils to ensure the intent is clearly understood. The needs must be known. Trustee De Serpa noted that our students are not receiving healthy choices and asked staff to seek ways to improve our school lunches be sought.

15.0 UPCOMING BOARD MEETINGS/REMAINING BOARD MEETINGS FOR 2012

All meetings, unless otherwise noted, take place at the District Office Boardroom, 292 Green Valley Road, Watsonville, CA. Closed Session begins at 6:00 pm; Open Session begins at 7:00 pm.

July	▪	▪ No Meetings Scheduled
August	▪ 8 ▪ 22	
September	▪ 12 ▪ 26	▪ Unaudited Actuals
October	▪ 10 ▪ 24	
November	▪ 14	▪
December	▪ 5 Annual Organization Mtg.	▪ Approve 1 st Interim Report

16.0 ADJOURNMENT

There being no further business to discuss, the meeting of the Board was adjourned at 9:07 pm.

Dorma Baker, Superintendent

PAJARO VALLEY UNIFIED SCHOOL DISTRICT



Board Agenda Backup

Item No: 6.1

Date: August 8, 2012

Item: Positive Program Report: School Improvement Grants(SIG)

Overview: This is a Power Point overview of the School Improvement Grants for Cohort 1 Schools (Calabasas, Hall District, MacQuiddy) and Cohort 2 Schools (EA Hall Middle School, Watsonville High School). Cohort 1 schools are currently entering their third year of implementation and Cohort 2 schools are just beginning their first year of implementation. This will give you an overview of the various elements of the transformational model and interventions currently in use by the schools.

Presentation by Kim Sweeney, School Improvement Coordinator, Federal and State Programs.

Recommendation: N/A

Budget Considerations: N/A

Funding Source:

Budgeted: Yes: ☐ No: ☐

Amount: \$

Prepared By: Kim Sweeney, SIG Coordinator

Superintendent's Signature:

Dorma Balas (A)



PAJARO VALLEY UNIFIED SCHOOL DISTRICT



Board Agenda Backup

Item No: 9.3

Date: August 8, 2012

Item: Accept with Gratitude Donation from Mr. William Parkin of Two Pentium-4 Dell Dimension Computers and Accessories, an Estimated Value of \$200.00, for Mar Vista Elementary School.

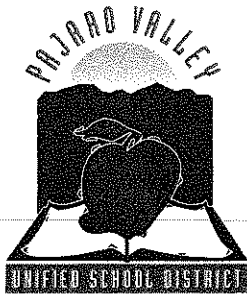
Overview: The Board acknowledges and recognizes the generosity of community members and businesses. Their commitment to education is evident through their contribution.

Recommendation: Accept with gratitude.

Prepared By: Dorma Baker, Superintendent

Superintendent's Signature:

Dorma Baker (A/B)



Pajaro Valley Unified School District

Technology Services

Timothy Landeck, Director
294 Green Valley Road
Watsonville, CA 95076
831-786-2333

William Parkin
147 South River Street, Suite 221
Santa Cruz, CA 95060

Tuesday, July 17, 2012

Dear Mr. Bill Parkin:

Thank you for your generous donation of two Pentium-4 Dell Dimension Computers, including Keyboards and Mouse.

It is with support like yours that the local schools can build their technology expertise and better prepare students for the ever-changing world we live in. This hardware will remain at your specified school site: Mar Vista Elementary School in the Pajaro Valley Unified School District.

Your gift is tax-deductible as a charitable contribution to an educational organization, as defined by the Internal Revenue Code, Section 170(a) and (b)(1)(A)(ii). You have valued your donation at a total of \$200.

Thank you again for your support of Pajaro Valley Unified School District.

Sincerely,

Timothy Landeck
Director, Technology Services



PAJARO VALLEY UNIFIED SCHOOL DISTRICT



Board Agenda Backup

Item No: 9.4

Date: August 8, 2012

Item: Accept with Gratitude Donation from Ms. Carol Galasso of \$2,300 for the Purchase of an HP Compaq computer with Microsoft Office Pro 2010, LCD Monitor and Printer for Valencia Elementary School.

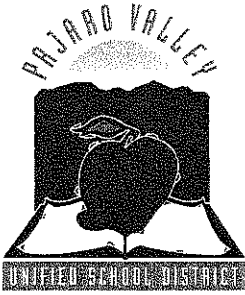
Overview: The Board acknowledges and recognizes the generosity of community members and businesses. Their commitment to education is evident through their contribution.

Recommendation: Accept with gratitude.

Prepared By: Dorma Baker, Superintendent

Superintendent's Signature:

Dorma Baker (Ag)



Pajaro Valley Unified School District

Technology Services

Timothy Landeck, Director
294 Green Valley Road
Watsonville, CA 95076
831-786-2333

Carol Galasso
460 Peaceful Oaks Lane
Watsonville, CA 95076
(831) 566-3267

Thursday, June 28, 2012

Dear Mrs. Galasso:

Thank you for your generous donation of \$2,300 to purchase an HP Compaq computer with Microsoft Office Pro 2010, an HP 19-inch Widescreen LCD Monitor, and an HP Laser Jet Printer.

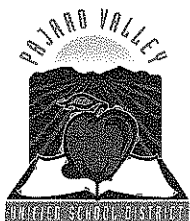
It is with support like yours that the local schools can build their technology expertise and better prepare students for the ever-changing world we live in. This hardware will remain at your specified school site: Valencia Elementary in the Pajaro Valley Unified School District.

Your gift is tax-deductible as a charitable contribution to an educational organization, as defined by the Internal Revenue Code, Section 170(a) and (b)(1)(A)(ii).

Thank you again for your support of Pajaro Valley Unified School District.

Sincerely,

Timothy Landeck
Director, Technology Services



PAJARO VALLEY UNIFIED SCHOOL DISTRICT

Board Agenda Backup

Item No: 9.5

Date: August 8, 2012

Item: Williams Uniform Complaint Quarterly Report
(April, May and June 2012)

Overview and Rationale: All school districts have been required to adopt a complaint system as a part of the Williams Settlement.

On a quarterly basis, Williams' complaints must be reported to the board and the county superintendent. The report must include the number and types of complaints received and how they were corrected.

During this quarter there were zero Williams Complaints filed.

Recommendation: Approve Williams Quarterly Report as Submitted.

Budget Considerations:

Funding Source:

Budgeted:

Amount:

Prepared By: Cathy Stefanki, Interim Assistant Superintendent, HR

Superintendent's Signature:

Dorinda Baker (AA)

**QUARTERLY DISTRICT STATUS REPORT OF UNIFORM COMPLAINTS
TO THE COUNTY SUPERINTENDENT OF SCHOOLS
QUARTER ENDED JUNE 12, 2012**

DISTRICT: Pajaro Valley Unified School District Date Reported to District Governing Board: August 8, 2012

I. INSTRUCTIONAL MATERIALS

A) Insufficient text books or instructional materials in classroom:

# of Complaints	# of Complaints Resolved	# of Complaints Unresolved*
0		

- Explanation: _____

B) Insufficient textbooks or instructional materials to take home:

# of Complaints	# of Complaints Resolved	# of Complaints Unresolved*
0		

- Explanation: _____

C) Textbooks or instructional materials in poor or unusable condition:

# of Complaints	# of Complaints Resolved	# of Complaints Unresolved*
0		

- Explanation: _____

II. TEACHER VACANCY OR MISASSIGNMENT

A) No assigned certified teacher at beginning of semester:

# of Complaints	# of Complaints Resolved	# of Complaints Unresolved*
0		

- Explanation: _____

**B) Teacher lacking credentials or training to teach English Language Learners (ELL) with
More than 20% ELL in class:**

# of Complaints	# of Complaints Resolved	# of Complaints Unresolved*
0		

- Explanation: _____

D) Teacher instructing class lacking subject matter competency:

# of Complaints	# of Complaints Resolved	# of Complaints Unresolved*
0		

- Explanation: _____

III. FACILITIES

A) Conditions pose an emergency or urgent threat to the health or safety of students/staff:

# of Complaints	# of Complaints Resolved	# of Complaints Unresolved*
0		



PAJARO VALLEY UNIFIED SCHOOL DISTRICT

Board Agenda Backup

Item No: 9.6

Date: August 8, 2012

Item: 2012 - 2013 Consolidated Application for funding Federal and State Programs.

Overview: The Consolidated Application is submitted in three parts to the California Department of Education. The CARS (Consolidated Application Reporting System) Winter 2011 Data Collection was due May 25, 2012 and was submitted to the State. The second Con-App Spring Phase I was due July 31, 2012 and was submitted to the State. After acquiring the PVUSD Board approval, any changes or revisions may be submitted to the state. The third Con-App Fall Phase II will be due in October 2012.

The contents of this document include:

- Title III, Part A YTD Obligations – 24 Months
- Title III, Part A YTD Obligations – 12 Month
- Free or Reduced Price Meal Report
- Certification of Assurances
- Application for Funding
- Protected Prayer Certification
- Other ESEA Nonprofit Private School Participation
- School Student Counts, Projected
- EIA School Funding Plan
- Title I, Part A Planned School Allocations
- Title III, Part A LEP Proposed Obligations

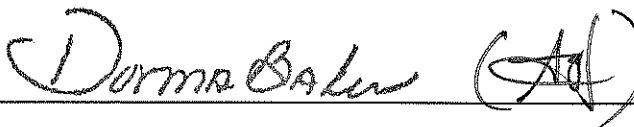
Rationale: Approval by the PVUSD Governing Board will allow the Consolidated Application to be reviewed by the Department of Education. Approval by the State Board of Education will authorize the District to utilize over \$12 million in entitlements for the following programs.

- Economic Impact Aid/Limited English Proficient
- Title I, Part A, Basic and Neglected
- Title II, Part A, Improving Teacher Quality
- Title III, Limited English Proficient

Recommendation: Approve the 2012-2013 Consolidated Application for Funding Federal and State Programs.

Prepared By: Jessica Costa, Accountant – Federal and State Programs Department
Ylda Noguera, Assistant Superintendent of Elementary Schools and Support Services

**Superintendent's
Signature:**





CONSOLIDATED APPLICATION AND REPORTING SYS

Pajaro Valley Unified (44 69799 0000000)

Current Submissions and Deadlines

Below are data entry forms with upcoming deadlines or are overdue to be certified. All open data collections can be found under Data Entry Forms.

Certified data that is no longer editable can be viewed in the Reports section.

12 Data Collection(s) found.

Fiscal Year 2010-11	Deadline	Status
Title III, Part A LEP YTD Obligations, 24 Month	July 31, 2012	<i>Certified</i> PVUSDFandS, 7/30/2012 10:57 AM

Fiscal Year 2011-12	Deadline	Status
Title III, Part A LEP YTD Obligations Report, 12 Months	July 31, 2012	<i>Certified</i> PVUSDFandS, 7/30/2012 10:57 AM
Free or Reduced Price Meal Report	August 03, 2012	<i>Certified</i> PVUSDFandS, 7/31/2012 2:16 PM
Title III, Part A LEP Nonprofit Private School Reimbursement	August 31, 2012	None

Fiscal Year 2012-13	Deadline	Status
Protected Prayer Certification	July 31, 2012	<i>Certified</i> PVUSDFandS, 7/27/2012 2:36 PM
Application for Funding	July 31, 2012	<i>Certified</i> PVUSDFandS, 7/27/2012 2:38 PM
Other ESEA Nonprofit Private School Participation	July 31, 2012	<i>Certified</i> PVUSDFandS, 7/30/2012 10:59 AM
Title I Part A Nonprofit Private School Participation	July 31, 2012	<i>Certified</i> PVUSDFandS, 7/30/2012 10:59 AM
School Student Counts, Projected	July 31, 2012	<i>Certified</i> PVUSDFandS, 7/31/2012 1:42 PM
Economic Impact Aid School Funding Plan	July 31, 2012	<i>Certified</i> PVUSDFandS, 7/31/2012 1:46 PM
Title I, Part A Planned School Allocations	July 31, 2012	<i>Certified</i> PVUSDFandS, 7/31/2012 1:46 PM
Title III, Part A LEP Proposed Obligations	July 31, 2012	<i>Certified</i> PVUSDFandS, 7/30/2012 10:57 AM

General CARS Questions: Consolidated Application Support Desk | conappsupport@cde.ca.gov | 916-319-0297

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Sacramento, CA 95814

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CONSOLIDATED APPLICATION AND REPORTING SYS

Pajaro Valley Unified (44 69799 0000000)

[Program Information](#) [Data Entry Instructions](#)

2010-11 Title III, Part A LEP YTD Obligations Report, 24 Month

A report of year-to-date obligations by activity.

Required fields are denoted with an asterisk (*).

NOTE: Your LEA has previously certified this data collection as official. One or more other data collection(s) are dependent on this data collection. Please be aware if a change is saved and certified, it may cause a dependent data collection to become obsolete and your LEA may have to revise and resubmit those data collection(s).

2010-11 Title III, Part A LEP entitlement: \$920,871

Object Code - Activity

* 1000-1999 Certificated personnel salaries: 618461

* 2000-2999 Classified Personnel Salaries: 17158

* 3000-3999 Employee Benefits: 245386

* 4000-4999 Books And Supplies: 13679

* 5000-5999 Services And Other Operating Expenditures: 8132

* Administrative And Indirect Costs: 18055

Total year-to-date obligations: \$920,871

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Patty Stevens, Language Policy & Leadership Office | pstevens@cde.ca.gov | 916-323-5836
 Michele Anberg-Espinosa, Language Policy & Leadership Office | Manbergespino@cde.ca.gov | 916-323-4872
 General CARS Questions: Consolidated Application Support Desk | conappsupport@cde.ca.gov | 916-319-0297

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CONSOLIDATED APPLICATION AND REPORTING SYS

Pajaro Valley Unified (44 69799 0000000)

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2011-12 Title III, Part A LEP YTD Obligations Report, 12 Months

A report of year-to-date obligations by activity.

Required fields are denoted with an asterisk (*).

NOTE: Your LEA has previously certified this data collection as official. One or more other data collection(s) are dependent on this data collection. Please be aware if a change is saved and certified, it may cause a dependent data collection to become obsolete and your LEA may have to revise and resubmit those data collection(s).

2011-12 Title III, Part A LEP entitlement: \$998,683

Object Code - Activity

* 1000-1999 Certificated personnel salaries: 615648

* 2000-2999 Classified Personnel Salaries: 0

* 3000-3999 Employee Benefits: 232776

* 4000-4999 Books And Supplies: 14153

* 5000-5999 Services and other operating expenditures: 5117

* Administrative And Indirect Costs: 17353

Total Expended Amount: \$885,047

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Patty Stevens, Language Policy & Leadership Office | pstevens@cde.ca.gov | 916-323-5638
 Michele Anberg-Espinosa, Language Policy & Leadership Office | Manbergespinosa@cde.ca.gov | 916-323-4872
 General CARS Questions: Consolidated Application Support Desk | conappsupport@cde.ca.gov | 916-319-0297

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CONSOLIDATED APPLICATION AND REPORTING SYS

Pajaro Valley Unified (44 69799 0000000)

2011-12 Free or Reduced Price Meal Report

The report collects 5 to 17 year old students who were eligible for free or reduced price meals as of Information Day.

Required fields are denoted with an asterisk (*).

Important Information

Certified data from the CALPADS 2011-12 Fall 1 collection is the authoritative source for the pre-populated information in this data collection. This data collection will have two collection periods, the current period and a second period in September after the CALPADS late correction window. Contact the CALPADS Service Desk to submit a request to amend these data by sending an email to calpads-support@cde.ca.gov.

If a school opened after October 5, 2011 (CALPADS Fall 1 Information Day), then no 2011-12 enrollment or FRPM eligible data were submitted and certified within CALPADS, and Free Meal student counts and Reduced Price student counts data cannot be submitted in this collection.

If you will be amending and recertifying a school's enrollment or FRPM eligibility counts in CALPADS, and prefer not to report Free Meal student counts and Reduced Price student counts during the current collection period, check the box under Report Later.

School Name	School Code	Provision	CALPADS Ages 5-17 Enrollment	CALPADS Ages 5-17 FRPM Eligible Student Count	* Report Later	Free Meal Student Count	Free Meals %	Reduced Price Meal Student Count	Reduced Price Meals %
Academic/Vocational Charter Institute	4430245	0	52	0	<input checked="" type="checkbox"/>				
Alianza Charter	6049829	0	623	0	<input checked="" type="checkbox"/>				
Amesti Elementary	6049639	0	603	0	<input checked="" type="checkbox"/>				
Ann Soldo Elementary	6117253	0	671	0	<input checked="" type="checkbox"/>				
Aptos High	4430518	0	1338	0	<input checked="" type="checkbox"/>				
Aptos Junior High	6049647	0	734	0	<input checked="" type="checkbox"/>				
Bradley Elementary	6049662	0	528	0	<input checked="" type="checkbox"/>				
Calabasas Elementary	6049670	0	622	0	<input checked="" type="checkbox"/>				
Cesar E. Chavez Middle	0109595	0	575	0	<input checked="" type="checkbox"/>				
E. A. Hall Middle	6049688	0	574	0	<input checked="" type="checkbox"/>				
Freedom Elementary	6049696	0	609	0	<input checked="" type="checkbox"/>				
H. A. Hyde Elementary	6049704	0	581	0	<input checked="" type="checkbox"/>				
Hall District Elementary	6049712	0	562	0	<input checked="" type="checkbox"/>				
Lakeview Middle	6112841	0	666	0	<input checked="" type="checkbox"/>				
Landmark Elementary	0102673	0	598	0	<input checked="" type="checkbox"/>				
Linscott Charter	6049720	0	266	92	<input checked="" type="checkbox"/>				
Mar Vista Elementary	6049738	0	436	0	<input checked="" type="checkbox"/>				
Mintie White Elementary	6049746	0	600	0	<input checked="" type="checkbox"/>				
New School Community Day	4430203	0	45	0	<input checked="" type="checkbox"/>				
Ohlone Elementary	6108138	0	497	0	<input checked="" type="checkbox"/>				
Pacific Coast Charter	4430229	0	221	0	<input checked="" type="checkbox"/>				
Pajaro Middle	6049753	0	405	0	<input checked="" type="checkbox"/>				
Pajaro Valley High	0105858	0	1423	0	<input checked="" type="checkbox"/>				
Radcliff Elementary	0102665	0	496	0	<input checked="" type="checkbox"/>				
Renaissance High Continuation	4437794	0	115	0	<input checked="" type="checkbox"/>				
Rio del Mar Elementary	6049779	0	611	0	<input checked="" type="checkbox"/>				
Rolling Hills Middle	6049787	0	570	0	<input checked="" type="checkbox"/>				
Starlight Elementary	6108146	0	634	0					

					<input checked="" type="checkbox"/>				
T. S. MacQuiddy Elementary	6049803	0	679	0	<input checked="" type="checkbox"/>				
Valencia Elementary	6049811	0	521	0	<input checked="" type="checkbox"/>				
Watsonville Charter School of the Arts	6119077	0	257	0	<input checked="" type="checkbox"/>				
Watsonville High	4437901	0	1919	0	<input checked="" type="checkbox"/>				

Schools to Display: 50

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Justin Lane, Education Data Office | JLane@cde.ca.gov | 916-319-0495
 Rochelle Crosson, Nutrition Services Division | RCrosson@cde.ca.gov | 916-322-3965
 General CARS Questions: Consolidated Application Support Desk | conappsupport@cde.ca.gov | 916-319-0297

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CONSOLIDATED APPLICATION AND REPORTING SYS

Pajaro Valley Unified (44 69799 0000000)

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2011-12 Title III, Part A LEP Nonprofit Private School Reimbursement

The purpose of this data collection is to capture the documentable number of private school English learners who received Title III services during the reported fiscal year.

Required fields are denoted with an asterisk (*).

School Name	School Code	Enrollment	Flagged for LEP Participation	English Learner Students Served	Participation Explanation (max 500 char)
Potters House Community Christian School	6132070	28	N	<input type="text"/>	<input type="text"/>
Central Christian School	6142269	12	N	<input type="text"/>	<input type="text"/>
Salesian Elementary and Jr. High	6902456	157	N	<input type="text"/>	<input type="text"/>
Mount Madonna School	6911812	197	N	<input type="text"/>	<input type="text"/>
Monte Vista Christian	6940779	808	N	<input type="text"/>	<input type="text"/>
Monterey Bay Academy	6940787	211	N	<input type="text"/>	<input type="text"/>
Moreland Notre Dame	6980064	214	N	<input type="text"/>	<input type="text"/>
St. Francis Central Coast Catholic High	6980072	220	N	<input type="text"/>	<input type="text"/>
Green Valley Christian School	6988026	262	N	<input type="text"/>	<input type="text"/>
The Aptos Academy	7096902	93	N	<input type="text"/>	<input type="text"/>

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Patty Stevens, Language Policy & Leadership Office | pstevens@cde.ca.gov | 916-323-5838

Jim Shields, Language Policy & Leadership Office | jshields@cde.ca.gov | 916-319-0267

General CARS Questions: Consolidated Application Support Desk | conappsupport@cde.ca.gov | 916-319-0297

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CONSOLIDATED APPLICATION AND REPORTING SYS

Pajaro Valley Unified (44 69799 0000000)

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2012-13 Protected Prayer Certification

ESEA Section 9524(b) specifies federal requirements regarding constitutionally protected prayer in public elementary and secondary schools. This form meets the annual requirement and provides written certification.

Required fields are denoted with an asterisk (*).

NOTE: Your LEA has previously certified this data collection as official. One or more other data collection(s) are dependent on this data collection. Please be aware if a change is saved and certified, it may cause a dependent data collection to become obsolete and your LEA may have to revise and resubmit those data collection(s).

Protected Prayer Certification Statement

The LEA hereby assures and certifies to the California State Board of Education that the LEA has no policy that prevents, or otherwise denies participation in, constitutionally protected prayer in public schools as set forth in the "Guidance on Constitutionally Protected Prayer in Public Elementary and Secondary Schools."

The LEA hereby assures that this page has been printed and contains an ink signature. The ink signature copy shall be made available to the California Department of Education upon request or as part of an audit, a compliance review, or a complaint investigation.

* The authorized representative agrees to the above statement: ☐ No ☒ Yes

Authorized Representative's Full Name:

Authorized Representative Title:

Authorized Representative Signature Date: (ex. 04/30/2012)

Comment:
If the LEA is not able to certify at this time an explanation must be provided in the Comment field.

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Franco Rozic, Title I Monitoring & Support | frozic@cde.ca.gov | 916-319-0269

Mary Payne, District Improvement Office | MPayne@cde.ca.gov | 916-319-0379

General CARS Questions: Consolidated Application Support Desk | conappsupport@cde.ca.gov | 916-319-0297

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CONSOLIDATED APPLICATION AND REPORTING SYSTEM

Pajaro Valley Unified (44 69799 0000000)

[Program Information Data Entry Instructions](#)

2012-13 Application for Funding

Required fields are denoted with an asterisk (*).

NOTE: Your LEA has previously certified this data collection as official. One or more other data collection(s) are dependent on this data collection. Please be aware if a change is saved and certified, it may cause a dependent data collection to become obsolete and your LEA may have to revise and resubmit those data collection(s).

Local Governing Board Approval

The LEA is required to review and receive approval of their Application for Funding selections with their local governing board.

Date of approval by local governing board: (ex. 04/30/2012)

District English Learner Advisory Committee (DELAC) Review

Per Title 5 of the California Code of Regulations Section 11308, if your district has more than 50 English learners the district must establish a District English Learner Advisory Committee (DELAC) and involve them in the application for funding for programs that serve English learners.

DELAC representative's full name:

DELAC review date:

Meeting minutes web address:
Please enter the web address of DELAC review meeting minutes. If a web address is not available, the LEA must keep the minutes on file which indicates that the application is approved by the committee.

DELAC comment:
If an advisory committee refused to approve the application, or if DELAC approval is not applicable, enter a comment.

Application for Categorical Programs

To receive specific categorical funds for a school year the LEA must apply for the fund by selecting Yes. Only the categorical funds the LEA is eligible to receive are displayed.

Economic Impact Aid:
EC 54000
SACS 7090, 7091 ☐ No ☒ Yes

* Title I Part A (Basic Grant):
ESEA Sec. 1111 et seq.
SACS 3010 ☐ No ☒ Yes

Title I Part D (Delinquent):
ESEA Sec. 1401
SACS 3025 ☒ No ☐ Yes

* Title II Part A (Teacher Quality):
ESEA Sec. 2101
SACS 4035 ☐ No ☒ Yes

Title III Part A LEP:
ESEA Sec. 3102
SACS 4203 ☐ No ☒ Yes

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Anne Daniels, Education Data Office | adaniele@cde.ca.gov | 916-319-0640
General CARS Questions: Consolidated Application Support Desk | sonappsupport@cde.ca.gov | 916-319-0297

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CONSOLIDATED APPLICATION AND REPORTING SYS

Pajaro Valley Unified (44 69799 0000000)

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2012-13 Other ESEA Nonprofit Private School Participation

The LEA must provide equitable services that address the needs of nonprofit private school students and staff under the programs listed below.

The LEA must offer to provide equitable services that address the needs of nonprofit private school students and staff under the programs listed below. The enrollment numbers are reported under penalty of perjury by each private school on its annual Private School Affidavit. The information filed in the Private School Affidavit is not verified, and the CDE takes no position as to its accuracy. It is expected that districts engaged in private school consultation verify nonprofit status and the accuracy of student enrollment data if it is being used for the purpose of providing equitable services.

Required fields are denoted with an asterisk (*).

NOTE: Your LEA has previously certified this data collection as official. One or more other data collection(s) are dependent on this data collection. Please be aware if a change is saved and certified, it may cause a dependent data collection to become obsolete and your LEA may have to revise and resubmit those data collection(s).

Note: The programs displayed below may vary based on Application for Funding selections.

School Name	School Code	Enrollment	Title II Part A	Title II Part D 2009-10 Carryover Funds	Title III Part A LEP
Salesian Elementary and Jr. High	6902456	162	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mount Madonna School	6911812	183	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Monte Vista Christian	6940779	850	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Monterey Bay Academy	6940787	192	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Moreland Notre Dame	6980064	223	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Green Valley Christian School	6988026	241	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The Aptos Academy	7096902	78	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
St. Francis Central Coast Catholic High	6980072	216	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Potters House Community Christian School	6132070	8	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Central Christian School	6142269	12	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Laura Nelson, Title II Leadership | lnelson@cde.ca.gov | 916-319-0229
 Patty Stevens, Language Policy & Leadership Office | pstevens@cde.ca.gov | 916-323-5838
 General CARS Questions: Consolidated Application Support Desk | conappsupport@cde.ca.gov | 916-319-0297

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CONSOLIDATED APPLICATION AND REPORTING SYS

Pajaro Valley Unified (44 69799 0000000)

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2012-13 Title I, Part A Nonprofit Private School Participation

The LEA shall provide, on an equitable basis, special educational services or other benefits to nonprofit private school eligible children.

The LEA must offer to provide equitable services that address the needs of nonprofit private school students and staff under the programs listed below. The enrollment numbers are reported under penalty of perjury by each private school on its annual Private School Affidavit. The information filed in the Private School Affidavit is not verified, and the CDE takes no position as to its accuracy. It is expected that districts engaged in private school consultation verify nonprofit status and the accuracy of student enrollment data if it is being used for the purpose of providing equitable services.

Required fields are denoted with an asterisk (*).

NOTE: Your LEA has previously certified this data collection as official. One or more other data collection(s) are dependent on this data collection. Please be aware if a change is saved and certified, it may cause a dependent data collection to become obsolete and your LEA may have to revise and resubmit those data collection(s).

Note:

The LEA of residence is responsible for providing Title I Part A services to all eligible students who reside in the LEA's Title I attendance area but attend a private non-profit school. This includes students would attend nonprofit private schools outside the LEA's boundaries. The school list below includes all nonprofit private schools within the LEA's attendance area, to add a nonprofit private school outside of the LEA's boundaries, click on Add a School below.

School Name	School Code	Enrollment	* Participating	Affirmation On File	Low Income Student Count	Direct Services	Contract Services	Remove
Potters House Community Christian School	6132070	8	<input checked="" type="radio"/> No <input type="radio"/> Yes	<input type="checkbox"/>				
Central Christian School	6142269	12	<input checked="" type="radio"/> No <input type="radio"/> Yes	<input type="checkbox"/>				
Salesian Elementary and Jr. High	6902456	162	<input checked="" type="radio"/> No <input type="radio"/> Yes	<input type="checkbox"/>				
Mount Madonna School	6911812	193	<input checked="" type="radio"/> No <input type="radio"/> Yes	<input checked="" type="checkbox"/>				
Monte Vista Christian	6940779	850	<input checked="" type="radio"/> No <input type="radio"/> Yes	<input checked="" type="checkbox"/>				
Monterey Bay Academy	6940787	192	<input checked="" type="radio"/> No <input type="radio"/> Yes	<input type="checkbox"/>				
Moreland Notre Dame	6980064	223	<input checked="" type="radio"/> No <input type="radio"/> Yes	<input checked="" type="checkbox"/>				
St. Francis Central Coast Catholic High	6980072	216	<input checked="" type="radio"/> No <input type="radio"/> Yes	<input checked="" type="checkbox"/>				
Green Valley Christian School	6988026	241	<input checked="" type="radio"/> No <input type="radio"/> Yes	<input type="checkbox"/>				
The Aptos Academy	7096902	78	<input checked="" type="radio"/> No <input type="radio"/> Yes	<input type="checkbox"/>				

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Jyoti Singh, Title I Policy & Program Guidance | jysingh@cde.ca.gov | 916-319-0372

Laura Nelson, Title II Leadership | lnelson@cde.ca.gov | 916-319-0229

General CARS Questions: Consolidated Application Support Desk | conappsupport@cde.ca.gov | 916-319-0297

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CONSOLIDATED APPLICATION AND REPORTING SYS

Pajaro Valley Unified (44 69799 0000000)

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2012-13 School Student Counts, Projected

The purpose of this data collection is to allow the LEA to select allowable ranking and funding options and to enter school level student data. The information entered will be used to calculate eligibility and ranking for Economic Impact Aid and or Title I Part A school allocations.

Required fields are denoted with an asterisk (*).

* Group By Grade Span: ☒ No ☐ Yes

* Select a Low Income Measure:

The following ranking determinations are only applicable to Economic Impact Aid.

Funding Method: ☐ SCE/LEP ☒ LEP Only

Note: The columns and student count options displayed below are based on the selections made above. They are also displayed based on the school type and whether or not the school qualifies for Economic Impact Aid funding via the ConApp.

School Name	School Code	Low Grade Offered	High Grade Offered	Grade Span Group	Qualifies for EIA	* Projected Student Enrollment	Projected Low Income	Projected LEP
Aptos High	4430518	9	12	<input type="text" value="3"/>	Y	<input type="text" value="1382"/>	<input type="text" value="398"/>	<input type="text" value="79"/>
Renaissance High Continuation	4437794	9	12	<input type="text" value="3"/>	Y	<input type="text" value="176"/>	<input type="text" value="153"/>	<input type="text" value="94"/>
Watsonville High	4437901	9	12	<input type="text" value="3"/>	Y	<input type="text" value="2003"/>	<input type="text" value="1511"/>	<input type="text" value="637"/>
Amesti Elementary	6049639	K	5	<input type="text" value="1"/>	Y	<input type="text" value="620"/>	<input type="text" value="579"/>	<input type="text" value="473"/>
Aptos Junior High	6049647	7	8	<input type="text" value="2"/>	Y	<input type="text" value="734"/>	<input type="text" value="247"/>	<input type="text" value="72"/>
Bradley Elementary	6049662	K	6	<input type="text" value="1"/>	Y	<input type="text" value="535"/>	<input type="text" value="253"/>	<input type="text" value="126"/>
Calabasas Elementary	6049670	K	6	<input type="text" value="1"/>	Y	<input type="text" value="636"/>	<input type="text" value="592"/>	<input type="text" value="413"/>
E. A. Hall Middle	6049688	6	8	<input type="text" value="2"/>	Y	<input type="text" value="574"/>	<input type="text" value="511"/>	<input type="text" value="275"/>
Freedom Elementary	6049696	K	5	<input type="text" value="1"/>	Y	<input type="text" value="624"/>	<input type="text" value="578"/>	<input type="text" value="431"/>
H. A. Hyde Elementary	6049704	K	5	<input type="text" value="1"/>	Y	<input type="text" value="604"/>	<input type="text" value="524"/>	<input type="text" value="478"/>
Hall District Elementary	6049712	K	5	<input type="text" value="1"/>	Y	<input type="text" value="579"/>	<input type="text" value="532"/>	<input type="text" value="463"/>
Mar Vista Elementary	6049738	K	6	<input type="text" value="1"/>	Y	<input type="text" value="444"/>	<input type="text" value="124"/>	<input type="text" value="41"/>
Mintie White Elementary	6049746	K	5	<input type="text" value="1"/>	Y	<input type="text" value="617"/>	<input type="text" value="537"/>	<input type="text" value="409"/>
Pajaro Middle	6049753	6	8	<input type="text" value="2"/>	Y	<input type="text" value="405"/>	<input type="text" value="369"/>	<input type="text" value="211"/>
Rio del Mar Elementary	6049779	K	6	<input type="text" value="1"/>	Y	<input type="text" value="617"/>	<input type="text" value="54"/>	<input type="text" value="20"/>
Rolling Hills Middle	6049787	6	8	<input type="text" value="2"/>	Y	<input type="text" value="570"/>	<input type="text" value="523"/>	<input type="text" value="234"/>
T. S. MacQuiddy Elementary	6049803	K	5	<input type="text" value="1"/>	Y	<input type="text" value="694"/>	<input type="text" value="641"/>	<input type="text" value="519"/>
Valencia Elementary	6049811	K	6	<input type="text" value="1"/>	Y	<input type="text" value="526"/>	<input type="text" value="161"/>	<input type="text" value="95"/>
Alianza Charter	6049829	K	8	<input type="text" value="1"/>	N	<input type="text" value="633"/>	<input type="text" value="504"/>	
Ohlone Elementary	6108138	K	5	<input type="text" value="1"/>	Y	<input type="text" value="504"/>	<input type="text" value="476"/>	<input type="text" value="385"/>
Starlight Elementary	6108146	K	5	<input type="text" value="1"/>	Y	<input type="text" value="655"/>	<input type="text" value="591"/>	<input type="text" value="452"/>
Lakeview Middle	6112841	6	8	<input type="text" value="2"/>	Y	<input type="text" value="666"/>	<input type="text" value="580"/>	<input type="text" value="253"/>
Lincolton Charter	6049720	K	8	<input type="text" value="1"/>	N	<input type="text" value="274"/>	<input type="text" value="47"/>	
New School Community Day	4430203	9	12	<input type="text" value="3"/>	Y	<input type="text" value="56"/>	<input type="text" value="43"/>	<input type="text" value="37"/>
Pacific Coast Charter	4430229	K	12	<input type="text" value="3"/>	N	<input type="text" value="248"/>	<input type="text" value="87"/>	
Academic/Vocational Charter	4430245	11	12		N			

Institute				3		61	57	
Ann Soldo Elementary	6117253	K	5	1	Y	700	618	521
Watsonville Charter School of the Arts	6119077	K	8	1	N	264	125	
Radcliff Elementary	0102665	K	5	1	Y	516	486	419
Landmark Elementary	0102673	K	5	1	Y	613	539	409
Pajaro Valley High	0105858	9	12	3	Y	1479	1195	542
Cesar E. Chavez Middle	0109595	6	8	2	Y	575	517	222

Schools to Display: 50

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Larry Boese, Title I Monitoring & Support | lboese@cde.ca.gov | 916-319-0257

Geoffrey Ndirangu, EIA / LEP | gndirang@cde.ca.gov | 916-323-5831

General CARS Questions: Consolidated Application Support Desk | conappsupport@cde.ca.gov | 916-319-0297

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CONSOLIDATED APPLICATION AND REPORTING SYS

Pajaro Valley Unified (44 69799 0000000)

[Program Information](#) | [Data Entry Instructions](#)

2012-13 Economic Impact Aid School Funding Plan

Based on information provided in the School Student Counts Projected data collection, the table below provides eligibility and ranking information.

Funding selections made below define the LEA's Economic Impact Aid School Allocation Plan. If the LEA will be allocating SCE funds, based on SCE Eligibility and Ranking, select schools to fund by placing a check in the SCE Fund column.

Required fields are denoted with an asterisk (*).

Group schools by grade span: N

Funding method: LEP Only

NOTE: If the LEA has selected to fund LEP Only, no additional action or data entry is required for the EIA School Allocation Plan. The Plan should be saved in order to certify the data collection.

School Name	School Code	Grade Span Group	Projected Enrollment	Projected LEP Students	LEP %	Ranking
Radcliff Elementary	0102665	1	516	419	81.20	1
H. A. Hyde Elementary	6049704	1	604	478	79.14	2
Hall District Elementary	6049712	1	579	463	79.97	3
Arnesti Elementary	6049639	1	620	473	76.29	4
Ohlone Elementary	6108138	1	504	385	76.39	5
Ann Soldo Elementary	6117253	1	700	521	74.43	6
T. S. MacQuiddy Elementary	6049803	1	694	519	74.78	7
Freedom Elementary	6049696	1	624	431	69.07	8
Starlight Elementary	6108146	1	655	452	69.01	9
Landmark Elementary	0102673	1	613	409	66.72	10
Mintie White Elementary	6049746	1	617	409	66.29	11
New School Community Day	4430203	3	56	37	66.07	12
Calabasas Elementary	6049670	1	636	413	64.94	13
Renaissance High Continuation	4437794	3	176	94	53.41	14
Pajaro Middle	6049753	2	405	211	52.10	15
E. A. Hall Middle	6049688	2	574	275	47.91	16
Rolling Hills Middle	6049787	2	570	234	41.05	17
Cesar E. Chavez Middle	0109595	2	575	222	38.61	18
Lakeview Middle	6112841	2	666	253	37.99	19
Pajaro Valley High	0105858	3	1479	542	36.65	20
Watsonville High	4437901	3	2003	637	31.80	21
Bradley Elementary	6049662	1	535	126	23.55	22
Valencia Elementary	6049811	1	526	95	18.06	23
Aptos Junior High	6049647	2	734	72	9.81	24
Mar Vista Elementary	6049738	1	444	41	9.23	25
Aptos High	4430518	3	1382	79	5.72	26
Rio del Mar Elementary	6049779	1	617	20	3.24	27

Schools to Display: 50

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Geoffrey Ndirangu, EIA / LEP | gndirang@cde.ca.gov | 916-323-5831

Mark Klinesteker, EIA / SCE | mklinesteker@cde.ca.gov | 319-319-0420
General CARS Questions: Consolidated Application Support Desk | conappsupport@cde.ca.gov | 916-319-0297

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CONSOLIDATED APPLICATION AND REPORTING SYS

Pajaro Valley Unified (44 69799 0000000)

Program Information | Data Entry Instructions

2012-13 Title I, Part A Planned School Allocations

Based on information provided in the School Student Counts data collection, the table below provides eligibility and ranking information. For school allocation planning, the LEA should indicate which schools it intends to allocate Title I Part A funds by entering a check in the Fund column.

Required fields are denoted with an asterisk (*).

If an exception to funding is needed, enter an Exception Reason. Use lower case only.

Allowable Exception Reasons

- a - Meets 35% Low Income Requirement
- b - Magnet School
- c - Funded by Other Allowable Sources
- d - Desegregation Waiver on File
- e - Grandfather Provision
- f - Feeder Pattern

Group Schools by Grade Span: N

District-wide Low Income %: 72.26%

Grade Span 1 Low Income %: 74.72%

Grade Span 2 Low Income %: 77.95%

Grade Span 3 Low Income %: 63.72%

School Name	School Code	Grade Span Group	Projected Enrollment	Projected Low Income Students	Low Income %	Eligible	Funding Required	Ranking	Fund Flag	Exception Reason	Comment
Ohlone Elementary	6108138	1	504	476	94.44	Y	Y	1	<input checked="" type="checkbox"/>		
Radcliff Elementary	0102665	1	516	486	94.19	Y	Y	2	<input checked="" type="checkbox"/>		
Academic/Vocational Charter Institute	4430245	3	61	57	93.44	Y	Y	3	<input checked="" type="checkbox"/>		
Amesti Elementary	6049639	1	620	579	93.39	Y	Y	4	<input checked="" type="checkbox"/>		
Calabasas Elementary	6049670	1	636	592	93.08	Y	Y	5	<input checked="" type="checkbox"/>		
Freedom Elementary	6049696	1	624	578	92.63	Y	Y	6	<input checked="" type="checkbox"/>		
T. S. MacQuiddy Elementary	6049803	1	694	641	92.36	Y	Y	7	<input checked="" type="checkbox"/>		
Hall District Elementary	6049712	1	579	532	91.88	Y	Y	8	<input checked="" type="checkbox"/>		
Rolling Hills Middle	6049787	2	570	523	91.75	Y	Y	9	<input checked="" type="checkbox"/>		
Pajaro Middle	6049753	2	405	369	91.11	Y	Y	10	<input checked="" type="checkbox"/>		
Starlight Elementary	6108146	1	655	591	90.23	Y	Y	11	<input checked="" type="checkbox"/>		
Cesar E. Chavez Middle	0109595	2	575	517	89.91	Y	Y	12	<input checked="" type="checkbox"/>		
E. A. Hall Middle	6049688	2	574	511	89.02	Y	Y	13	<input checked="" type="checkbox"/>		
Ann Soldo Elementary	6117253	1	700	618	88.29	Y	Y	14	<input checked="" type="checkbox"/>		
Landmark Elementary	0102673	1	613	539	87.93	Y	Y	15	<input checked="" type="checkbox"/>		

Lakeview Middle	6112841	2	666	580	87.09	Y	Y	16	<input checked="" type="checkbox"/>		
Mintie White Elementary	6049746	1	617	537	87.03	Y	Y	17	<input checked="" type="checkbox"/>		
Renaissance High Continuation	4437794	3	176	153	86.93	Y	Y	18	<input checked="" type="checkbox"/>		
H. A. Hyde Elementary	6049704	1	604	524	86.75	Y	Y	19	<input checked="" type="checkbox"/>		
Pajaro Valley High	0105858	3	1479	1195	80.80	Y	Y	20	<input checked="" type="checkbox"/>		
Alianza Charter	6049829	1	633	504	79.62	Y	Y	21	<input checked="" type="checkbox"/>		
New School Community Day	4430203	3	56	43	76.79	Y	Y	22	<input checked="" type="checkbox"/>		
Watsonville High	4437901	3	2003	1511	75.44	Y	Y	23	<input checked="" type="checkbox"/>		
Watsonville Charter School of the Arts	6119077	1	264	125	47.35	N	N	24	<input type="checkbox"/>		
Bradley Elementary	6049662	1	535	253	47.29	N	N	25	<input type="checkbox"/>		
Pacific Coast Charter	4430229	3	248	87	35.08	N	N	26	<input type="checkbox"/>		
Aptos Junior High	6049647	2	734	247	33.65	N	N	27	<input type="checkbox"/>		
Valencia Elementary	6049811	1	526	161	30.61	N	N	28	<input type="checkbox"/>		
Aptos High	4430518	3	1382	398	28.80	N	N	29	<input type="checkbox"/>		
Mar Vista Elementary	6049738	1	444	124	27.93	N	N	30	<input type="checkbox"/>		
Linscott Charter	6049720	1	274	47	17.15	N	N	31	<input type="checkbox"/>		
Rio del Mar Elementary	6049779	1	617	54	8.75	N	N	32	<input type="checkbox"/>		

Schools to Display: 50

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Larry Boese, Title I Monitoring & Support | lboese@cde.ca.gov | 916-319-0257

Monique Moton, Title I Monitoring & Support | mmoton@cde.ca.gov | 916-319-0733

General CARS Questions: Consolidated Application Support Desk | conappsupport@cde.ca.gov | 916-319-0297

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CONSOLIDATED APPLICATION AND REPORTING SYS

Pajaro Valley Unified (44 69799 0000000)

[Program Information](#) [Data Entry Instructions](#)

2012-13 Title III, Part A LEP Proposed Obligations

Based on the projected entitlement provided, enter proposed Title III Part A LEP obligations by object code / activity.

Required fields are denoted with an asterisk (*).

NOTE: Your LEA has previously certified this data collection as official. One or more other data collection(s) are dependent on this data collection. Please be aware if a change is saved and certified, it may cause a dependent data collection to become obsolete and your LEA may have to revise and resubmit those data collection(s).

Proposed entitlement:: \$967,525

Object Code - Activity

1000-1999 Proposed certificated personnel salaries: 474872

2000-2999 Proposed classified personnel salaries: 0

3000-3999 Proposed employee benefits: 217426

4000-4999 Proposed books and supplies: 225744

5000-5999 Proposed services and other operating expenditures: 30512

Proposed administrative and indirect costs: 18971

Total proposed obligations: \$967,525

Last Saved: Jessica Costa (PVUSD FandS), 7/30/2012 10:57 AM, Certified

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Patty Stevens, Language Policy & Leadership Office | pstevens@cde.ca.gov | 916-323-5838
 Michele Anberg-Espinosa, Language Policy & Leadership Office | Manbergespino@cde.ca.gov | 916-323-4872
 General CARS Questions: Consolidated Application Support Desk | conappsupport@cde.ca.gov | 916-319-0297

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Board Agenda Backup

Item No: 9.7

Date: August 8, 2012

Item: Project Acceptance / Notice of Completion & Change Order Approval
Hall District Elementary School – Boys and Girls Bathroom
Improvements.

Overview: On March 15, 2012 the Board awarded a contract to Slatter Construction, the apparent low bidder and entered into contract in the amount of \$106,400.00. The project had one change order for the amount of \$16,739.00 and the new contract total is now \$123,139.00. The work under that contract is now complete.

Recommendation: It is recommended that the Board accept the Change Order Approval and the Notice of Completion for this project and authorize the Director of Maintenance, Operations and Facilities to execute the Notice of Completion (attached) and file it with the County of Santa Cruz.

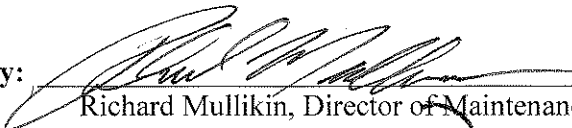
Budget Considerations:

Funding Source: Deferred Maintenance Funds

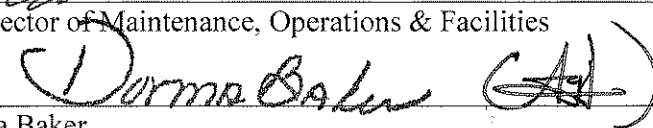
Budgeted: Yes: ☒ No: ☐

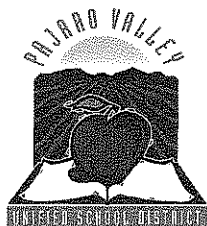
Amount: \$123,139.00

Prepared By:


Richard Mullikin, Director of Maintenance, Operations & Facilities

Superintendent's Signature:


Dorma Baker



PAJARO VALLEY UNIFIED SCHOOL DISTRICT

Maintenance, Operations & Facilities Department

294 Green Valley Road, Watsonville, CA 95076

Phone: (831) 786-2100 Ext. 2557 Fax: 728-0136

CHANGE ORDER REQUEST – SUMMARY

PROJECT NAME: Hall District Elementary School – Boys & Girls Bathroom Improvements

CONTRACTOR: Slatter Construction

ORIGINAL CONTRACT: \$106,400.00

CO #: 1 – with 11 Items

NEW CONTRACT AMOUNT: \$123,193.00

APPROVAL DATE: 8/8/2012

DSA App #: 01-112173

DSA File #: 44-37

The Owner (PVUSD) accepts the above noted change order request in the amount of: **\$16,793.00**

and agrees to extend the contract completion date by: **27 days**

The change order request amount is to be:

deducted

Added to

<input type="checkbox"/>
<input checked="" type="checkbox"/>

for this C.O.R.

from allowance

contract sum

LEGEND – Reason(s) for Change

AV = ADDED VALUE

AEO = ARCHITECTURAL ERRORS / OMISSIONS

UC = UNFORSEEN CONDITIONS

The description of the change order is as follows:

Item No. 1: AV - Installation of isolation valves:

Cost = \$277.00 – No days added to Contract.

Item No. 2: UC & AV - Replacement of defective main water shut off to the building/wing:

Cost = \$1,742.00 – One (1) day added to Contract.

Item No. 3: UC - Correct existing drinking fountain waste line to meet current CPC standards.

Cost = \$684.00 – One (1) day added to Contract.

Item No. 4: UC - Existing waste lines in plumbing chase modified to meet current ADA clearances. For new wall hung toilets.

Cost = \$6,667.00 – Five (5) days added to Contract.

Item No. 5: UC - Fourteen (14) Calendar days added to schedule/contract because of school testing.

Cost = \$0.00 – Fourteen (14) days added to Contract.

Item No. 6: AV & UC - Six inch concrete curb added to boys' restroom on urinal wall as design improvement, and plywood dry rot removed in girls bathroom around all walls. Cost = \$1,211.74 – Two (2) days added to Contract.

Item No. 7: UC - Reduce tile height on all bathroom walls in both girls and boys restroom.

Cost = \$0.00 – No days added to Contract.

Item No. 8: AV - Tile backer material upgraded to higher quality product.

Cost = \$337.82 – No days added to Contract

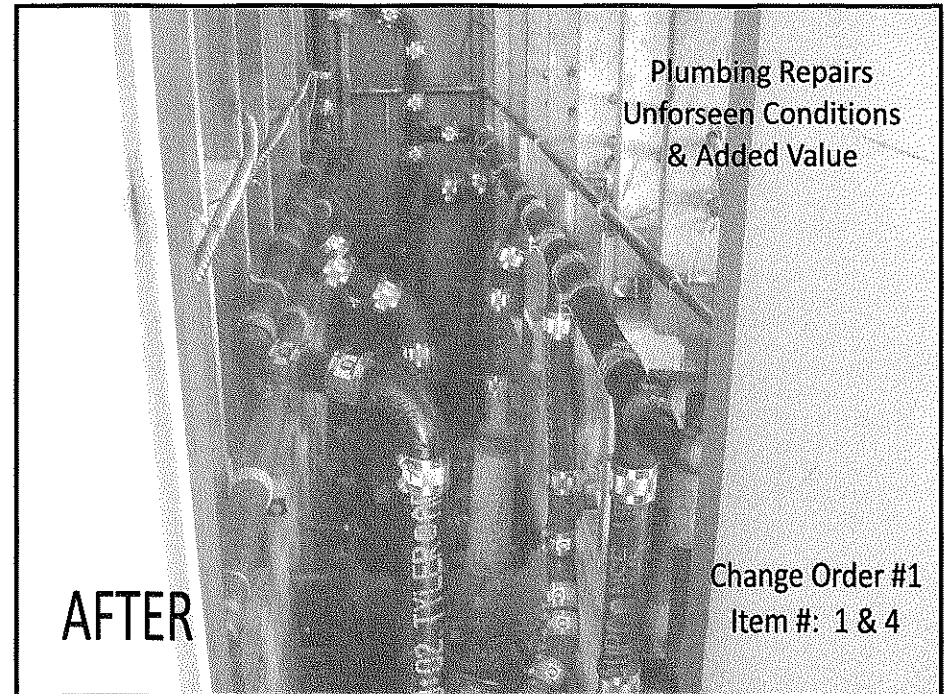
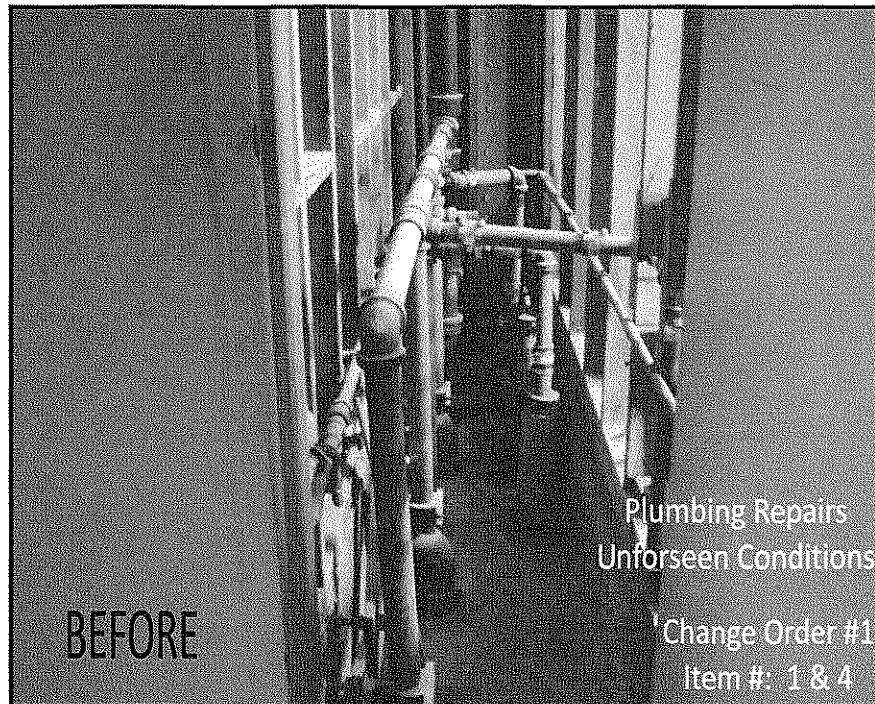
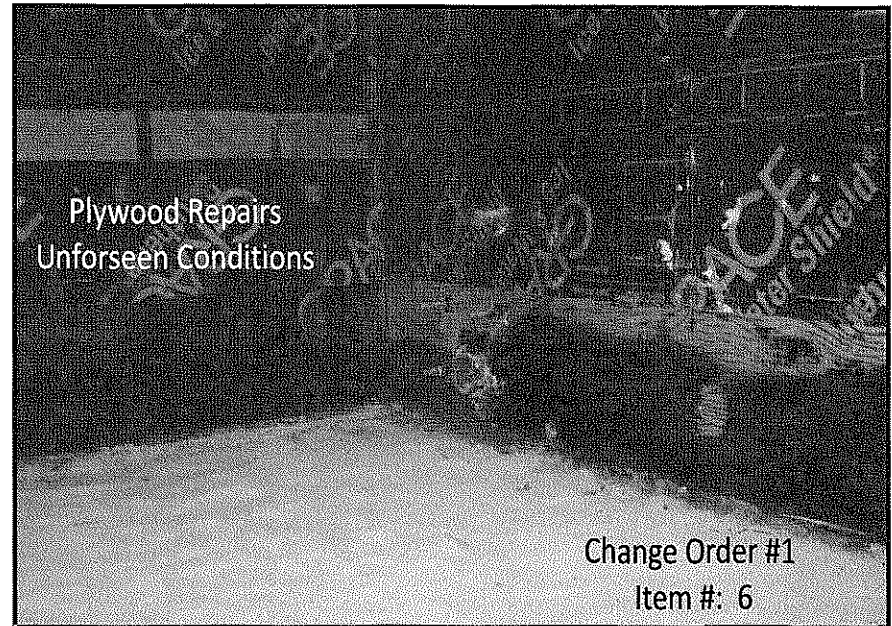
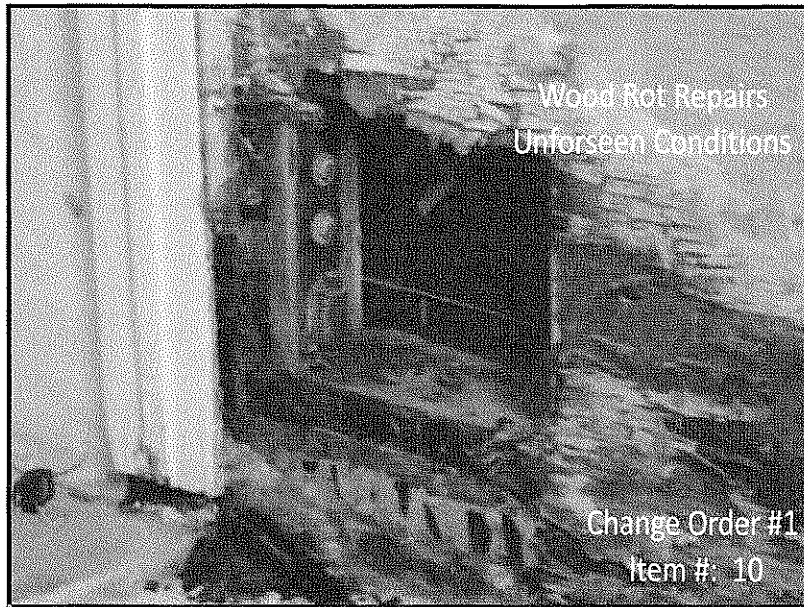
Item No. 9: UC – (E) floor drains in bathrooms could not be adjusted for new ADA floor heights. Removal and replacement with new was needed. Cost = \$1,309.57 – One (1) day added to Contract

Item No. 10: UC - Girls restroom – Dry rot repair needed to meet structural safety of exterior wall. Cost = \$2,719.54 – Two (2) days added to Contract.

Item No. 11: AE/O - Replace existing door hardware on both restrooms.

Cost = \$1,844.74 – One (1) day added to Contract

END OF CHANGE ORDER SUMMARY



Hall District Elementary School
Boys & Girls Bathroom Improvements - Summer 2012

CHANGE ORDER APPROVAL ITEMS AND
BACKUP PHOTOGRAPHIC EVIDENCE

RECORDING REQUESTED BY
[PAJARO VALLEY UNIFIED SCHOOL DISTRICT]

AND WHEN RECORDED MAIL TO:

PAJARO VALLEY UNIFIED SCHOOL DISTRICT
MAINTENANCE, OPERATIONS & FACILITIES DEPARTMENT
294 GREEN VALLEY ROAD
WATSONVILLE, CALIFORNIA 95076

Complimentary Recording, Pursuant to Government Code 27383

SPACE ABOVE THIS LINE FOR RECORDERS USE

NOTICE of COMPLETION

Notice pursuant to Civil Code Section 3093, must be filed within 10 days after completion. Notice is hereby given that:

1. The undersigned is owner or corporate officer of the owner of the interest or state stated below in the property hereinafter described:

2. The full name of the owner is: Pajaro Valley Unified School District

3. The full address of the owner is: 294 Green Valley Road, Watsonville, CA 95076

The nature of the interest of estate of the owner is: In fee

(IF OTHER THAN FEE, STRIKE "IN FEE" AND INSERT, FOR EXAMPLE, "PURCHASE UNDER CONTRACT OF PURCHASE", OR "LESSEE")

4. The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common, are:

NAMES:

ADDRESSES:

N/A

5. The full names and full addresses of the predecessors in interest of the undersigned, if the property was transferred subsequent to the commencement of the work or improvements herein referred to:

NAMES:

ADDRESSES:

N/A

6. A work of improvement on the property hereinafter described was completed on: August 3, 2012.

The work done was: Girls & Boys Bathroom Improvements on wing E

7. The name of the contractor, if any, for such work of improvements was: Slatter Construction

8. The property on which said work of improvements was completed is in the City of: Watsonville, County of: Monterey, State of: California, and is described as follows: Hall District Elementary School

9. The Street address of said property is: 300 Sill Road Watsonville, CA 95076 APN#: 413-073-004

(IF NO STREET ADDRESS HAS BEEN OFFICIALY ASSIGNED, INSERT "NONE")

Dated: August 8, 2012

X Richard Mullikin,

(SIGNATURE OF OWNER OR CORPORATE OFFICER OF OWNER NAMED IN PARAGRAPH 2 OR HIS AGENT)

VERIFICATION

I, the undersigned, say: I am the Director of Maintenance, Operations & Facilities Dept. the declarant of the foregoing Notice of Completion
("PRESIDENT OF", "MANAGER OF", "PARTNER OF", "OWNER OF", ETC.)

I have read said Notice of Completion and know the contents thereof; the same is true of my own knowledge. I declare under penalty of perjury that the foregoing is true and correct.

Executed on August 8, 2012 at Watsonville, CA 95076
(CITY) (STATE) (ZIP)

DSA#: 01-112173
File#: 44-37

X

(PERSONAL SIGNATURE OF THE INDIVIDUAL WHO IS SWEARING THAT THE CONTENTS OF THE NOTICE OF COMPLETION ARE TRUE)

PAJARO VALLEY UNIFIED SCHOOL DISTRICT



Board Agenda Backup

Item No: 11.1

Date:	August 8, 2012
Item:	Approve Contract for Assistant Superintendent of Human Resources
Overview:	The employment contract for Assistant Superintendent Human Resources is attached for the Board's review and approval.
Recommendation:	Approve employment contract for Assistant Superintendent of Human Resources.

Prepared By: Dorma Baker, Superintendent

Superintendent's Signature:

Dorma Baker (Signature)

**PAJARO VALLEY UNIFIED SCHOOL DISTRICT
OF SANTA CRUZ COUNTY, CALIFORNIA**

**CONTRACT OF EMPLOYMENT
Assistant Superintendent's Contract**

THIS AGREEMENT is made this 8th day of August, 2012, by and between the Governing Board of the Pajaro Valley Unified School District and Sharon Roddick.

1. Term. District hereby employs Assistant Superintendent for a period beginning the 1st day of August 2012 and terminating on the June 30, 2014, subject to the terms and conditions set forth below.
2. Salary. The Assistant Superintendent's annual salary shall be based on the salary schedule, Range 48. In addition, the employee qualifies to receive a stipend for his/her earned Master's Degree and/or Doctoral Degree. Payment will be in twelve (12) equal payments.

The Board reserves the right to change the Assistant Superintendent's salary for any year of this contract with the mutual written consent of the Assistant Superintendent and the Board. A change in salary shall not constitute the creation of a new contract nor extend the termination date of this Agreement.

The Parties recognize that the Assistant Superintendent is paying for coverage under that District's health insurance plans. Therefore, if the District increases its contribution for health premiums for non-contracted management/supervisory employees, the District shall increase the salary of the Assistant Superintendent in the same dollar amount. For example, if the District's current contribution for health benefits is \$6,000 per year for management/supervisory employees and the District increases its contribution to \$6,200 in the following year, the District shall increase the salary of the Assistant Superintendent by \$200 in the following year.

3. Credentials. Assistant Superintendent represents that he/she possesses current credentials authorizing service in the California Public Schools and that such credentials are registered with the County Superintendent of Schools.
4. Health Benefits. The Assistant Superintendent may purchase at his/her own expense the health benefits coverage offered by the District to other management employees. The Assistant Superintendent may elect to waive health benefits coverage through the District by providing verification of coverage under an outside health insurance carrier. If coverage is continued under PVUSD Health Plan, the total cost of that coverage will be deducted from the Assistant Superintendent's salary, divided equally over twelve months.
5. Sick Leave. Assistant Superintendent shall, during the term of this Agreement, earn and accrue one day of sick leave with pay for each full month of service rendered. Assistant Superintendent shall not be entitled to utilization of sick leave in advance of accrual or in excess of the number of days actually earned or accrued.

6. Management Hours. It is understood that the demands of the office will require Assistant Superintendent to average more than a forty (40) hour work week. It is also understood that there will be times when the demands of the office does not require the presence or services of Assistant Superintendent during the normal work week. Therefore, Assistant Superintendent shall maintain a work schedule, which is sufficient to adequately, efficiently, and effectively perform the duties of his office. When the Superintendent grants permission, he/she may be absent from duty during normal working hours and shall not be required to adhere to those office hours prescribed for other personnel.

7. Positive Work Year/Earned Vacation. Assistant Superintendent shall be required to render two hundred twenty-two (222) days of service to the District during each fiscal year. Assistant Superintendent shall submit a proposed work year calendar indicating days of service to the Superintendent prior to the beginning of each year. Approval of the proposed calendar shall be within the sole and absolute discretion of the Superintendent. In the event an acceptable calendar is not submitted, the Superintendent shall establish the work year for the Assistant Superintendent. Because of the positive work year of 222 days, Assistant Superintendent shall not earn or accrue vacation days.

8. Evaluation and Supervision. The Assistant Superintendent shall be evaluated and supervised by the Superintendent.

9. Professional Meetings. The Assistant Superintendent is expected to attend appropriate professional meetings at local, state, and national levels. State association fees will be paid by the District. Prior notice shall be given to the Superintendent when the Assistant Superintendent attends a function outside of the District in accordance with District policy.

10. Outside Professional Activities. By prior approval of the Superintendent, the Assistant Superintendent may undertake for consideration outside professional activities, including consulting, speaking and writing. The Assistant Superintendent's outside professional activities shall not occur during regular work hours. In no event will the Board be responsible for any expenses attendant to the performance of such outside activities.

11. Termination of Contract.

- a. Mutual Consent. This Agreement may be terminated at any time by mutual consent of the Board and the Assistant Superintendent. The Assistant Superintendent shall notify the Superintendent and the Board in the event that he becomes a finalist for another position and prior to interviewing as a finalist.
- b. Non-renewal of Agreement by the District. The Board may elect not to renew this Agreement for any reason by providing written notice to the Assistant Superintendent in accordance with Education Code Section 35031.
- c. Termination of Status as Certificated Employee. The Assistant Superintendent shall not achieve status as a permanent certificated employee of the District, and may be terminated as a probationary in accordance with the applicable provisions of law.

- d. Termination as Assistant Superintendent for Cause. The Assistant Superintendent's status as Assistant Superintendent and all of the Assistant Superintendent's rights under this Agreement may be terminated by the Board at any time for, but not limited to, breach of contract, any ground enumerated in the Education Code, or the Assistant Superintendent's failure to perform his responsibilities as set forth in this Agreement, as defined by law, or as specified in the Assistant Superintendent's job description, if any. The Board shall not terminate this Agreement pursuant to this paragraph 11.d until a written statement of the grounds for termination has first been served upon the Assistant Superintendent. The Assistant Superintendent shall then be entitled to a conference with the Board at which time the Assistant Superintendent shall be given a reasonable opportunity to address the Board's concerns. The conference with the Board shall be the Assistant Superintendent's exclusive right to any hearing otherwise required by law.
- e. Early Termination. The Board may unilaterally and without cause, terminate this Agreement and the Assistant Superintendent's status as Assistant Superintendent. In consideration for exercise of this right of the Board to terminate, the District shall pay to Assistant Superintendent for the remainder of the un-expired term of this contract not to exceed eighteen (18) months a monthly sum equal to the difference between Assistant Superintendent's gross monthly salary at the salary rate in effect during his last month of service and the amount which Assistant Superintendent earns subsequent to the effective date of termination. As a condition of payment hereunder, Assistant Superintendent shall file with the District not later than the last day of each month, a written statement listing the amount of Assistant Superintendent's earnings for that month. Failure to file such a statement by the time required for any month shall constitute a waiver of and release of the District from any obligation of payment for that month.

12. Expense Reimbursement. The District shall reimburse the Assistant Superintendent for actual and necessary expenses incurred by the Assistant Superintendent within the scope of his employment so long as such expenses are permitted by District policy or incurred with prior approval of the Board. For reimbursement, the Assistant Superintendent shall submit an expense claim to the Board in writing for the Assistant Superintendent's reimbursable expenses for the prior month. The Assistant Superintendent's expense claim shall be supported by appropriate written documentation verifying the contents of the report prior to the Board's authorization of reimbursement.

13. Mileage Reimbursement. The Assistant Superintendent shall receive monthly the sum of five hundred (\$500.00) for the use of an automobile owned by the Assistant Superintendent within the counties of Santa Cruz and Monterey. The approved mileage rate will apply for assigned duties outside of the stated counties.

14. Longevity. A 2.5% longevity stipend shall be awarded after 5-years of district service in a management position. After 10-years of service to the district as a manager, an additional 2.5% stipend will be awarded; and every five years thereafter, a 2.5% stipend will be awarded.

15. General Provisions.

- a. Governing Law. This Agreement, and the rights and obligations of the parties, shall be construed and enforced in accordance with the laws of the State of California.
- b. Entire Agreement. The Agreement contains the entire agreement and understanding between the parties. There are no oral understandings, terms or conditions, and neither party has relied upon any representation, express or implied, not contained in this Agreement.
- c. No Assignment. The Assistant Superintendent may not assign or transfer any rights granted or obligations assumed under this Agreement.
- d. Seniority. The Assistant Superintendent shall not be considered a school site administrator for purposes of Education Code Section 44956.5.
- e. Modification. This Agreement cannot be changed or supplemented orally. It may be modified or superseded only by a written instrument executed by both of the parties.

Dorma Baker, Superintendent

Leslie L. DeRose, Board President

ACCEPTANCE OF OFFER

I accept the above offer of employment and the terms and conditions thereof and will report for duty as directed above.

I have not entered into a contract of employment with the governing board of another school district or any other employer that will in any way conflict with the terms of this employment agreement.

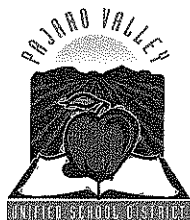
I hold legal and valid administrative and teaching credentials each of which is, or will be, recorded in the office of the Assistant Superintendent of Personnel of the Pajaro Valley Unified School District before receipt of my first payroll warrant. I further certify that I meet the qualifications of Education Code Section 35028.

Date


Sharon Roddick, Assistant Superintendent



PAJARO VALLEY UNIFIED SCHOOL DISTRICT



Board Agenda Backup

Item No: 11.2

Date: August 8, 2012

Item: Report, discussion and possible action on PVUSD Board's participation in the Santa Cruz County School Boards Association

Overview: The Board of Education of PVUSD has been invited to be part of the Santa Cruz County School Boards Association.

The Association's intent remains to collaborate and support all county schools in legislative issues which affect our schools' ability to provide quality education. The ability of the boards' representatives to identify and voice education concerns to legislators is a critical task in these times of budget uncertainty.

At the meeting of March 28, 2012, the Board indicated they wanted to see the current bylaws of the association. Attached are the current bylaws for the Association as approved at their May 10, 2012 meeting.

Recommendation: Report and discuss.

Prepared By: Dorma Baker, Superintendent

Superintendent's Signature:

Dorma Baker (Signature)

Bylaws of the Santa Cruz County School Boards Association

Approved May 10, 2012

ARTICLE I - NAME

The Association shall be known as the Santa Cruz County School Boards Association (SCZCSBA).

ARTICLE II – PURPOSE

The purpose of the Association shall be:

- 1) to promote and advance education in Santa Cruz County K-12 public schools; and
- 2) to provide liaison and promote communications, cooperation and common interests among publicly elected county school district trustees with a focus on education advocacy, professional governance, and policy development in support of educational excellence for all public school students; and
- 3) to support and cooperate with the California School Boards Association, as appropriate.

ARTICLE III – MEMBERSHIP AND VOTING

Section 1 – Eligibility

All public K-12 school districts in Santa Cruz County whose board trustees are publicly elected, and the County Office of Education, are eligible for membership in the Association. Santa Cruz City Schools will be considered a single district for the purpose of membership in the Association. Any district that has voted to become a member of the Association is a member of the Association, and such memberships shall continue unless the district votes to opt-out of its membership. All sitting trustees of member districts shall exercise the privileges of membership for their respective district. Administrative staff from individual districts are encouraged to attend all meetings of the Association, but will not have voting rights.

Section 2 – District Representatives

Each member district shall select one sitting trustee to serve as the District Representative for the Association. District Representatives shall serve for a term of one year, may serve multiple terms if so re-selected by their board, and may not serve beyond their term as a sitting trustee for the district board they represent.

Section 3 – Voting Rights

All member district boards, and the County Office of Education, if a member, shall each be entitled to one vote for official administrative business of the Association. That vote shall be cast by the respective District Representative. If any District Representative foresees an inability to attend an Association meeting, he/she can appoint an alternate trustee from his/her district to attend, who shall enjoy equivalent voting rights to that of the primary

District Representative. All issues outside of official administrative business of the Association shall be decided by consensus vote.

Section 4 – Membership Year

The membership year shall be from January 1 through December 31. Districts can choose to opt-out of the Association with a majority vote of their district board.

Section 5 – Meetings

The Association members, (i.e. all board members of member districts) and any interested public shall meet on a bi-monthly basis during the school year (normally September, November, January, March and May). The time and place of regular meetings shall be determined by the membership. The President may call special meetings as needed.

Section 6 – Quorum

A simple majority of District Representatives (or alternates) from the current membership shall constitute a quorum for the purpose of transacting business at any scheduled meeting.

ARTICLE IV – OFFICERS

Section 1 – Election of Officers

The Officers of the Association shall consist of a President and a Vice President, who shall be elected from among the membership at the January meeting. A Secretary to the Association shall also be elected at the January meeting, but need not be a voting member of the Association to be elected.

Section 2 – Officers' Terms

Officers shall serve for a term from election in January through election in January of the following year, and may be re-elected.

Section 3 – President's Duties

The President shall preside at all meetings, appoint all committees, and perform such other duties as the membership may specifically delegate from time to time. The President shall also act as the official spokesperson for the Association.

Section 4 – Vice President's Duties

The Vice President shall assume the powers and duties of the President in his/her absence and perform such other duties as the membership or President may specifically delegate from time to time.

Section 5 – Secretary's Duties

The Secretary shall maintain a record of all meetings, proceedings and actions of the board, and shall also maintain updated copies of the Association's articles of incorporation, bylaws and list of current Association members.

ARTICLE V – RECORDS AND REPORTS

The Association shall keep at its principle office or other such place as the board determines: written agendas and minutes of all board meetings, board committees and proceedings of its members; a record of each member's name, address and affiliation; and a copy of the bylaws, as amended to date. Within 10 days of receipt of written demand, any member may inspect these documents during normal business hours. Association agenda, minutes, and current bylaws shall also be posted on the Association's website, (sczcsba.wordpress.com).

ARTICLE VI – AMENDMENTS AND REVISIONS

Section 1 – Amendment by Session

These bylaws may be amended by proposal in writing submitted to the Secretary or President for action at least 30 days prior to the next scheduled SCZCSBA meeting. The President shall ensure that copies of the proposed amendment(s) get conveyed to District Representatives for consideration not less than 15 days before such scheduled meeting where a vote is placed on the agenda.

Section 2 – Amendment by Email

The Secretary or President may alternatively provide for voting on a proposed amendment by postal or email. Such amendment proposals will be electronically distributed to District Representatives within 15 days of proposal receipt, and the vote is valid only if all District Representatives return their postal or email ballots within 15 days of distribution.



PAJARO VALLEY UNIFIED SCHOOL DISTRICT



Board Agenda Backup

Item No: 11.3

Date: August 8, 2012

Item: Approve Resolution #12-13-01 Supporting the Schools and Local Public Safety Protection Act (Proposition 30)

Overview: Staff recommends the board adopt resolution #12-13-01 supporting the Schools and Local Public Safety Protection Act (Proposition 30). The 2012-13 state budget is predicated on voter approval of Proposition 30 in November. Should the measure fail passage, local education agencies would be at risk of additional mid-year funding reductions. The district estimates that its proportionate ongoing revenue reduction could be as high as \$8 million.

The district has sustained over \$18.5 million in program and personnel reductions since 2008-09 and is entering its fifth consecutive year with no COLA increase. A one-year reduction of this magnitude would significantly impact the district's ability to meet its basic mission of educating and preparing students in Aptos and the Pajaro Valley.

Passage of Proposition 30 would not increase the district's net revenues. Rather it would protect the district from further reductions to state education funding by temporarily increasing state personal income and sales taxes. Attached is a fact sheet on the measure.

Recommendation: Adopt Resolution 12-13-01 as submitted and direct staff to communicate the board's support to appropriate state and local organizations and agencies.

Prepared By: Brett W. McFadden, Chief Business Office

Superintendent's Signature:

Dorma Baker (AA)

PAJARO VALLEY UNIFIED SCHOOL DISTRICT
Schools & Local Public Safety Protection Act (Proposition 30)

Resolution No: 12-13-01

WHEREAS, the Pajaro Valley Unified School District Board of Education is committed to making policy and financial decisions that enable the school district to provide quality educational programs and services to the school-age children of our community; and

WHEREAS, since the onset of the state's fiscal crisis in 2008, public schools statewide have experienced unprecedented funding reductions and apportionment deferrals totaling more than \$20 billion; and

WHEREAS, California public schools now rank 47th out of the 50 states in per-pupil spending. Moreover, more than 40,000 educators have been laid off from California public schools since 2008, impacting the quality of the educational programs delivered to students; and

WHEREAS, the district has implemented over \$18.5 million in program and personnel reductions since 2008-09, and faces an additional \$8 million in ongoing revenue reductions should Proposition 30 fail; and

WHEREAS, the school funding crisis is at historic proportions with 188 school districts certifying possible difficulty in meeting their financial obligations over the next two years; and

WHEREAS, the 2012-13 state budget is predicated on voter approval in November 2012 of the Schools & Local Public Safety Protection Act (Proposition 30), without which schools will receive additional mid-year funding reductions that will result in additional cuts in services and programs to students; and

WHEREAS, Proposition 30 will protect public schools by providing a critical short-term funding solution that could allow for the restoration of some student programs and services in the future; and

WHEREAS, almost all major statewide education associations, including the Association of California School Administrators, the California Teachers Association, the California Federation of Teachers, the California School Employees Association, the California Association of School Business Officials, and the California School Boards Association, recommend school district and county office boards of trustees pass resolutions supporting Proposition 30.

BE IT RESOLVED that the district's Board of Trustees joins these professional associations, and school districts and county offices of education around the state, in supporting Proposition 30 and proudly joins the **Stand Up For Education** campaign to urge state leaders to work with the K-Adult education community to identify long-term adequate funding solutions for public schools in California; and

BE IT FURTHER RESOLVED, that this body, the PVUSD Board of Trustees, supports the passage of Proposition 30 because it will protect the district and California's public education system from further devastating reductions.

Adopted by the Governing Board of the Pajaro Valley Unified School District on August 8, 2012, by the following vote of the Board:

Ayes:

Nays:

Abstentions:

Absent:

Dorma Baker, Superintendent

Leslie DeRose, President



Schools & Local Public Safety
Protection Act

Take a Stand for Schools & Public Safety

Vote YES on Prop. 30

After years of cuts, California's public schools, universities and local public safety services are at the breaking point.

Prop. 30 is the only initiative that will protect school and safety funding and help address the state's chronic budget mess.

Stops \$6 Billion in School Cuts

- Without Prop. 30, our schools and colleges face \$6 billion in devastating cuts this year. **Prop. 30 is the only measure that stops those cuts.**
- Prop. 30 is also the only measure that provides billions in new funding for our schools **starting this year** – money schools need for smaller class sizes, up-to-date textbooks, and rehiring teachers.

Keeps Cops on the Street

- Prop. 30 establishes a guarantee for public safety funding in our state's constitution, where it can't be touched without voter approval.
- Prop. 30 will keep cops on the street and save the state billions in prison costs over the long term.

Balances the Budget

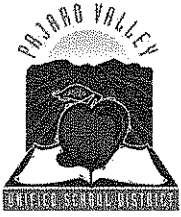
- Prop. 30 balances our budget and helps us pay down California's debt—built up by years of gimmicks, borrowing and phony solutions.
- Prop. 30 is the next, critical step to addressing the state's chronic budget mess.

Protects Taxpayers

- Only the highest earners – couples making more than \$500,000 – pay more income tax. The sales tax is established at a rate lower than it was last year.
- All taxes are temporary, and Prop. 30 can't be modified without voter approval.
- New money for schools is put into a special fund the legislature can't touch.
- Mandatory, independent annual audits insure money is spent only on schools, not administration or bureaucracy.

Let's get California back on track! Join Governor Jerry Brown, the League of Women Voters of California and a broad coalition of educators, law enforcement professionals and businesses who support the Schools & Local Public Safety Protection Act.

Vote YES on Prop. 30. www.YesOnProp30.com



Board Agenda Backup

Item No: 11.4

Date: August 8, 2012

Item: Job Description-Human Resources Senior Analyst

Overview: This classification was established through the classification study and has been approved by the Personnel Commission. There are many higher level duties in HR that are currently being placed on employees in lower classifications. This position does not represent an addition of a position to the department but a replacement of an HR Analyst.

The structure of the human resources and business departments in the District would be more aligned with the establishment of the HR Senior Analyst classification. Each department would have a senior level position (HR Senior Analyst is equivalent to the Senior Accountant) in order to perform the higher level analytical duties required of both departments. This new job description reflects the needs of the Human Resources department.

This classification was approved by the Personnel Commission on Range 55 of the Classified Salary Schedule (\$3,662 - \$4,674/mo).

Recommendation: Approve Job Description

Budget Considerations:

Funding Source: General/Personnel Commission

Budgeted: Yes: ☒ No: ☐

Prepared By: Cathy Stefanki, Interim Assistant Superintendent, HR

Superintendent's Signature:

Dorma Balen (AA)



PAJARO VALLEY UNIFIED SCHOOL DISTRICT POSITION DESCRIPTION

Position: Human Resources Senior Analyst
Job Code:

Department: Human Resources
Reports To: Human Resources Director or Designee

SUMMARY

Coordinates and performs a variety of professional and highly complex human resources work related to recruitment, classification and compensation. Assists in the coordination of the District's bumping/layoff process. Performs specialized duties and prepares a wide variety of reports. Responsible for the process and maintenance of the District's position control.

NATURE AND SCOPE

Under limited supervision, designs, implements, communicates, and maintains programs in support of the centralized human resources office. The programs are designed to support departmental management and work closely with other human resources staff. The incumbent exercises considerable creativity, initiative, and judgment in resolving program issues and challenges, research, and communications. Human relations contacts extend to multiple levels of administration within the organization, employees, and employee organization representatives on a continuous basis.

DISTINGUISHING CHARACTERISTICS

The Human Resources Senior Analyst is the most senior level, non-supervisory position in the Human Resources classification series. Serves as a lead and provides work direction to other Human Resources staff. Requires the exercise of independent judgment to interpret and apply Education Code, Merit Rules and contract language.

ESSENTIAL TYPES OF DUTIES (Duties may include by are not limited to the following)

- Analyzes job descriptions and prepares changes for approval by the Personnel Commission.
- Conducts research and assists management in classification studies; determines comparability of duties, distinguishing characteristics, minimum qualifications; assists in the recommendation of salary allocation.
- Receives, researches and assists with reclassification requests.
- Provides information to supervisors and employees regarding compliance with Merit System Rules and Regulations and the Collective Bargaining Agreement.
- Assists the Director in the research of union issues.

- Assists with the bumping/layoff processes by identifying affected positions and employees; contacting employees to discuss reassignments; consulting employees on options related to employment and transmitting various notices and preparing restoration and rehire lists.
- Assists and recommends new personnel policies and procedures consistent with federal and state law and effective personnel management.
- Assists in the development and implementation of goals, objectives, and policies for the Human Resources Department; identifies resource needs; periodically reviews, recommends and implements policies and procedures and administrative regulations.
- Prepares specialized reports, surveys, and other descriptive information as it pertains to Human Resources functions.
- Conducts a variety of organizational studies and investigations as they pertain to matters impacting the District.
- Assists Human Resources staff as necessary to assure timely processing of personnel transactions.
- Serves as a liaison with user groups regarding HRIS design, development and implementation of the current District-wide personnel database system.
- Provides advanced technical expertise in personnel service transactions to develop and maintain the current District-wide personnel database and a centralized on-line approach to personnel transactions and records.
- Trains users on the information system and provides technical support and communications on system changes, upgrades, and procedures.
- Establishes routines for verifying data as needed such as participating in the allocation of staffing meetings.
- Maintains the District's position control by analyzing and auditing Human Resources requisitions. Develops a system for coding jobs. Monitors school site and department positions. Verifies and creates new position numbers and reconciles FTE reports.
- Works with unions to resolve issues related to the interpretation and application of the collective bargaining agreement.
- Assist Human Resources administration with matters related to staffing meetings and with other special assignments.
- Assists with pre-screening of applications and verifies minimum qualifications.
- Develops recruitment testing materials. Gathers data, creates tests, monitors effectiveness, and implements changes as necessary.
- Prepares recommendations for employment and determines salary and insurance eligibility.

- Assists in the fingerprinting of District employees and volunteers.
- Works in cooperation with others to assure required credentials, licenses and tests are obtained and maintained by employees in conformance with regulations.
- Performs other duties as required to accomplish the objectives of the position.

QUALIFICATIONS

Knowledge and Skills: Requires thorough knowledge of personnel policies and practices, Education Code, Merit System Rules, union contracts and employment law in the areas of recruitment, selection, HRIS, and classification. Requires skill in developing and writing detailed procedures as well as advanced human relations skills and the skills to communicate technical concepts to others. Requires skill in learning, interpreting and applying regulations and mandates related to certification of teachers and/or Merit System Rules for classified hiring. Requires knowledge of basic mathematical computations.

Abilities: Must be able to perform all of the relevant duties of the position with minimal supervision. Perform responsible and complex Human Resources work related to recruitment, classification and compensation. Prepare statistical reports. Work independently with limited supervision. Must be able to simultaneously perform numerous assignments with close attention to detail, schedules, and deadlines. Must be able to operate a computer, needed hardware and specialized database software. Must be able to accurately input, analyze, compare and interpret position control data. Requires the ability to analyze technical problems and to develop appropriate solutions. Must be able to read, understand and apply information from computer software technical manuals. Must be able to prioritize work in order to meet deadlines and maintain schedules. Requires the ability to communicate with students, staff, parents and the public using patience and courtesy, and in a manner that reflects positively on the District. Must be able to work well independently and as part of a team.

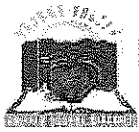
Physical Abilities: Position involves standing, walking, stooping, and occasional carrying and lifting of lightweight materials (up to 20 pounds). Requires visual acuity and depth perception to recognize words and numbers; and hand and finger dexterity and hand/eye coordination to use a computer keyboard and common office equipment. Requires speaking and hearing ability sufficient to hear over a phone and carry on conversations, and to prepare and deliver formal talks to small groups.

Minimum Qualifications (Education and/or Experience): This is the minimum experience and education/training standards which will be used to admit or reject applicants for examination as approved on December 18, 2008.

Bachelor's degree in Public Administration, Industrial Psychology or Business Management and four (4) years of progressively responsible experience in the following activities: classification, recruitment and selection.

or

High school diploma or completion of GED and six (6) years of experience in the following activities: classification, recruitment and selection.

**PAJARO VALLEY UNIFIED SCHOOL DISTRICT****2010-2011****SALARY SCHEDULE FOR CLASSIFIED EMPLOYEES**

Range	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>
22	1619 / 9.31	1702 / 9.78	1789 / 10.28	1880 / 10.80	1975 / 11.35	2075 / 11.93
23	1660 / 9.54	1745 / 10.03	1834 / 10.54	1927 / 11.07	2024 / 11.63	2127 / 12.22
24	1702 / 9.78	1789 / 10.28	1880 / 10.80	1975 / 11.35	2075 / 11.93	2180 / 12.53
25	1745 / 10.03	1834 / 10.54	1927 / 11.07	2024 / 11.63	2127 / 12.22	2235 / 12.84
26	1789 / 10.28	1880 / 10.80	1975 / 11.35	2075 / 11.93	2180 / 12.53	2291 / 13.17
27	1834 / 10.54	1927 / 11.07	2024 / 11.63	2127 / 12.22	2235 / 12.84	2348 / 13.49
28	1880 / 10.80	1975 / 11.35	2075 / 11.93	2180 / 12.53	2291 / 13.17	2407 / 13.83
29	1927 / 11.07	2024 / 11.63	2127 / 12.22	2235 / 12.84	2348 / 13.49	2467 / 14.18
30	1975 / 11.35	2075 / 11.93	2180 / 12.53	2291 / 13.17	2407 / 13.83	2529 / 14.53
31	2024 / 11.63	2127 / 12.22	2235 / 12.84	2348 / 13.49	2467 / 14.18	2592 / 14.90
32	2075 / 11.93	2180 / 12.53	2291 / 13.17	2407 / 13.83	2529 / 14.53	2657 / 15.27
33	2127 / 12.22	2235 / 12.84	2348 / 13.49	2467 / 14.18	2592 / 14.90	2723 / 15.65
34	2180 / 12.53	2291 / 13.17	2407 / 13.83	2529 / 14.53	2657 / 15.27	2791 / 16.04
35	2235 / 12.84	2348 / 13.49	2467 / 14.18	2592 / 14.90	2723 / 15.65	2861 / 16.44
36	2291 / 13.17	2407 / 13.83	2529 / 14.53	2657 / 15.27	2791 / 16.04	2933 / 16.86
37	2348 / 13.49	2467 / 14.18	2592 / 14.90	2723 / 15.65	2861 / 16.44	3006 / 17.28
38	2407 / 13.83	2529 / 14.53	2657 / 15.27	2791 / 16.04	2933 / 16.86	3081 / 17.71
39	2467 / 14.18	2592 / 14.90	2723 / 15.65	2861 / 16.44	3006 / 17.28	3158 / 18.15
40	2529 / 14.53	2657 / 15.27	2791 / 16.04	2933 / 16.86	3081 / 17.71	3237 / 18.60
41	2592 / 14.90	2723 / 15.65	2861 / 16.44	3006 / 17.28	3158 / 18.15	3318 / 19.07
42	2657 / 15.27	2791 / 16.04	2933 / 16.86	3081 / 17.71	3237 / 18.60	3401 / 19.55
43	2723 / 15.65	2861 / 16.44	3006 / 17.28	3158 / 18.15	3318 / 19.07	3486 / 20.03
44	2791 / 16.04	2933 / 16.86	3081 / 17.71	3237 / 18.60	3401 / 19.55	3573 / 20.53
45	2861 / 16.44	3006 / 17.28	3158 / 18.15	3318 / 19.07	3486 / 20.03	3662 / 21.05
46	2933 / 16.86	3081 / 17.71	3237 / 18.60	3401 / 19.55	3573 / 20.53	3752 / 21.56
47	3006 / 17.28	3158 / 18.15	3318 / 19.07	3486 / 20.03	3662 / 21.05	3845 / 22.10
48	3081 / 17.71	3237 / 18.60	3401 / 19.55	3573 / 20.53	3752 / 21.56	3940 / 22.64
49	3158 / 18.15	3318 / 19.07	3486 / 20.03	3662 / 21.05	3845 / 22.10	4037 / 23.20
50	3237 / 18.60	3401 / 19.55	3573 / 20.53	3752 / 21.56	3940 / 22.64	4137 / 23.78
51	3318 / 19.07	3486 / 20.03	3662 / 21.05	3845 / 22.10	4037 / 23.20	4239 / 24.36
52	3401 / 19.55	3573 / 20.53	3752 / 21.56	3940 / 22.64	4137 / 23.78	4344 / 24.97
53	3486 / 20.03	3662 / 21.05	3845 / 22.10	4037 / 23.20	4239 / 24.36	4451 / 25.58
54	3573 / 20.53	3752 / 21.56	3940 / 22.64	4137 / 23.78	4344 / 24.97	4561 / 26.21
55	3662 / 21.05	3845 / 22.10	4037 / 23.20	4239 / 24.36	4451 / 25.58	4674 / 26.86