



## 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 11, 2010**  
**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 (4<sup>th</sup> Floor)
- On our Webpage: [www.pvUSD.net](http://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.**

#### **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 Existing Litigation
- 2.6 Pending Litigation
- 2.7 Anticipated Litigation
- 2.8 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 Leslie De Rose, Doug Keegan, Sandra Nichols, Karen Osmundson, Kim Turley, Willie Yahiro, and President Libby Wilson.

**4.0 ACTION ON CLOSED SESSION**

**5.0 APPROVAL OF THE AGENDA**

**6.0 APPROVAL OF MINUTES**

*a) Minutes of June 23, 2010*

**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 17 – August 4, 2010  
The PO's will be available in the Superintendent's Office.
- 9.2 Warrants June 17 – August 4, 2010  
The warrants will be available in the Superintendent's Office.
- 9.3 Approve with Gratitude Donation of office/school cubicles from Mr. Rico Olivarez of Watsonville Auto Body, an approximate Value of \$5,000.
- 9.4 Approve with Gratitude Donation from Cheryl Buchanan of the Social Security Administration of Four Dell Computers to Refurbish and Distribute to Linscott Charter School.
- 9.5 Approve 2010-2011 Consolidated Application, Part I for Funding Federal and State Programs.
- 9.6 Approve Williams Complaint Quarterly Report for April – June 2010: One Complaint Regarding Aptos High School Orchestra Pit.
- 9.7 Approve Resolution #10-11-01, Child Development Contracts for the Child Development Division Programs for 2010-2011.

The administration recommends approval of the Consent Agenda.

**10.0 DEFERRED CONSENT ITEMS**

**11.0 REPORT AND DISCUSSION ITEMS**

11.1 Report and discussion on District Transfers:

- Intradistrict Transfers/Open Enrollment
- Interdistrict Transfers
- School Choice
- Open Enrollment

*Report by Ylda Noguera and Murry Schekman, Assistant Superintendents. 10 min.*

**12.0 REPORT, DISCUSSION AND POSSIBLE ACTION ITEMS**

12.1 Report, discussion and possible action to approve Program, Facilities and Services Agreement for Pajaro Valley Prevention and Student Assistance.

*Report by Jenny Sarmiento, Director, PVPSA. 10 min.*

12.2 Report, discussion and possible action to approve Job Description for District Student Attendance Information Specialist.

*Report by Pam Shanks, Director, Classified Staff. 5 min.*

12.3 Report, discussion and possible action to approve Contract for Assistant Superintendents.

*Report by Dorma Baker, Superintendent. 5 min.*

**13.0 GOVERNING BOARD AND SUPERINTENDENT COMMENTS/REPORTS**

**14.0 UPCOMING BOARD MEETINGS/REMAINING BOARD MEETINGS FOR 2010**

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.

		Comment
August	▪ 25	
September	▪ 8	▪ Unaudited Actuals

	▪ 22	
<b>October</b>	▪ 13 ▪ 27	
<b>November</b>	▪ 17	▪
<b>December</b>	▪ 8 Annual Organization Mtg. (Election Year)	▪ Approve 1 <sup>st</sup> Interim Report

15.0 ADJOURNMENT

PAJARO VALLEY UNIFIED SCHOOL DISTRICT  
 CLOSED SESSION AGENDA  
 August 11, 2010

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

<b>New Hires</b>	
1	Psychologist
<b>New Substitutes</b>	
	None
<b>Rehires</b>	
5	Counselors
1	Coordinator
1	RSP Teacher
1	Teacher on Special Assignment (TOSA)
<b>Promotions</b>	
2	Directors
<b>New Hires Probationary</b>	
1	Office Assistant III
<b>Administrative</b>	
12	Coordinators of Site Academics, Instruction and Accountability
3	Principals
3	Assistant Principals
1	Assistant Superintendent of Secondary
<b>Extra Pay Assignments</b>	
7	Coaches
1	Athletic Director
1	Department Chair
<b>Extra Period Assignments</b>	
	None
<b>Leaves of Absence</b>	
1	Benefits Specialist
1	Office Assistant II
1	Custodian II
1	Human Resources Specialist
9	Primary Teacher

3	Secondary Teacher
<b>Retirements</b>	
	None
<b>Resignations/Terminations</b>	
2	Secondary Teachers
1	Primary Teachers
<b>Separation from Service</b>	
	None
<b>Supplemental Service Agreements</b>	
198	Primary Teachers
106	Secondary Teachers
1	Coordinator
1	Coordinator
2	Pre Kinder Coaches
<b>Miscellaneous Actions</b>	
1	Instructional Assistant II
1	Information System Support Technician
2	Custodian II
<b>Limited Term – Projects</b>	
1	Administrative Secretary I
3	Administrative Secretary III
1	Applications Analyst I
1	Attendance Specialist
5	Campus Safety Coordinators
5	Career Development Specialist I
1	Custodian I
5	Enrichment Specialist
1	Groundskeeper
3	Instructional Assistant – General
5	Instructional Assistant – Migrant Education
3	Library Media Technician
4	Office Assistant II
6	Office Assistant III
4	Office Manager
3	Parent Education Specialist
8	Site Computer Support Technician

2	Student Information System Specialist
1	Textbook Technician
<b>Limited Term – Substitute</b>	
1	Administrative Secretary II
1	Attendance Specialist
16	Custodian I
1	Groundskeeper
1	Human Resources Technician
1	Instructional Assistant II
4	Instructional Assistant – Migrant Education
1	Office Assistant III
2	Maintenance Specialist
1	Registration Specialist I
<b>Exempt</b>	
16	Crossing Guard
13	Migrant Outside Work Experience (OWE)
10	Pupils
1	Student Helper
1	Yard Duty Monitor
6	Yard Duty
<b>Provisional</b>	
	None



**June 23, 2010**  
**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 Wilson called the meeting of the Board to order at 6:01 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

<b>New Hires</b>	
	None
<b>New Substitutes</b>	
18	Substitutes
<b>New Hires Probationary</b>	
	None
<b>Administrative</b>	
3	<i>Principals</i>
2	<i>Assistant Principals</i>
1	<i>Interim Director</i>
<b>Extra Pay Assignments</b>	
3	Coaches
<b>Extra Period Assignments</b>	
	None
<b>Leaves of Absence</b>	
1	Administrative Secretary II
1	Administrative Secretary III
1	Cafeteria Assistant



1	Instructional Assistant – Migrant
1	Lead Custodian III
1	Office Manager
4	Primary Teachers
1	<i>Director</i>
<b>Retirements</b>	
	None
<b>Resignations/Terminations</b>	
1	Special Services Teacher
3	Primary Teacher
3	Secondary Teacher
<b>Separation from Service</b>	
2	Instructional Assistant – Childcare
1	Library Media Technician
<b>Supplemental Service Agreements</b>	
18	ALAS Summer Program (Migrant)
3	Primary Teachers
4	Secondary Teachers
<b>Miscellaneous Actions</b>	
1	Lead Heavy Equipment Mechanic
<b>Limited Term – Projects</b>	
9	Campus Safety Coordinator
5	Career Development Specialist I
1	Career Development Specialist II
2	Custodian II
1	Data Entry Specialist
1	Dispatcher
1	District Technology Support Technician
2	Instructional Assistant – Migrant
2	Office Assistant II
2	Office Assistant III
1	Registrar
1	Testing Specialist
<b>Limited Term – Substitute</b>	
1	Administrative Secretary II
1	Instructional Assistant – Migrant

1	Office Manager
<b>Exempt</b>	
16	Pupil
4	Outside Work Experience
1	Student Helper
<b>Provisional</b>	
	None

**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 Existing Litigation**

**2.6 Pending Litigation**

**2.7 Anticipated Litigation**

**2.8 Real Property Negotiations**

**2.9 12 Expulsions**

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

President Wilson called the meeting of the Board in public to order at 7:13 pm.

**3.1 Pledge of Allegiance**

Trustee Yahiro led the Board in the Pledge of Allegiance.

**3.2 Welcome by Board President**

Trustees Leslie De Rose, Doug Keegan, Sandra Nichols, Karen Osmundson, Kim Turley, Willie Yahiro, and President Libby Wilson were present.

**4.0 ACTION ON CLOSED SESSION**

**2.1 Public Employee Appointment/Employment, Government Code Section 54957**

**a. Certificated Employees**

Trustee Nichols moved to approve the report with the addition of 7 administrative appointments (3 Principals, 3 Assistant Principals, 1 Interim Director) and 1 leave of absence (Director). Trustee Keegan seconded the motion. The motion passed unanimously.

**b. Classified Employees**

Trustee Nichols moved to approve the report as presented. Trustee Keegan seconded the motion. The motion passed unanimously.

**2.2 Public Employee Discipline/Dismissal/Release/Leaves**

Trustee Nichols reported that the Board voted unanimously to terminate one certificated employee. The Board also voted unanimously to approve a settlement for one certificated employee.

## **2.9 12 Expulsions**

### ***Action on Expulsions.***

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

***09-10-085***

Trustee Keegan seconded the motion. The motion passed 6/1/0 (De Rose dissented).

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

***09-10-100***

Trustee Keegan seconded the motion. The motion failed 3/4/0 (Wilson, De Rose, Turley, Yahiro dissented).

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

***09-10-102***

Trustee Keegan seconded the motion. The motion passed unanimously.

Trustee Osmundson moved to approve the Administrative Panel recommendation for the following expulsion case:

***09-10-103***

Trustee De Rose seconded the motion. The motion passed unanimously.

Trustee Osmundson moved to approve the Administrative Panel recommendation for the following expulsion case:

***09-10-108***

Trustee Keegan seconded the motion. The motion passed unanimously.

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

***09-10-109***

Trustee Keegan seconded the motion. The motion passed 4/3/0 (De Rose, Turley, Yahiro dissented)

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

***09-10-110***

Trustee Keegan seconded the motion. The motion passed unanimously.

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

***09-10-111***

Trustee Keegan seconded the motion. The motion passed unanimously.

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

***09-10-112***

Trustee Nichols seconded the motion. The motion passed unanimously

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

***09-10-114***

Trustee Keegan seconded the motion. The motion passed unanimously.

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

**09-10-116**

Trustee Keegan seconded the motion. The motion passed unanimously.

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

**09-10-117**

Trustee Keegan seconded the motion. The motion passed unanimously.

Trustee Turley requested to re-vote on item 09-10-100.

Trustee Turley moved to approve the District Administration recommendation for the following expulsion case:

**09-10-100**

Trustee Keegan seconded the motion. The motion passed 4/3/0 (Wilson, Osmundson, Yahiro dissented).

#### **5.0 APPROVAL OF THE AGENDA**

Trustee Turley moved to approve the agenda, moving item #13.3 after 7.0. Trustee Keegan seconded the motion. The motion passed unanimously.

#### **6.0 APPROVAL OF MINUTES**

##### ***a) Minutes of June 9, 2010***

Trustee Nichols moved to approve the minutes. Trustee De Rose seconded the motion. The motion passed 6/0/1 (Keegan abstained).

#### **7.0 HIGH SCHOOL STUDENTS BOARD REPRESENTATIVES REPORT**

None.

#### **13.3 Report, discussion and possible action to approve Calendar for 2010/11**

***Report by Albert Roman, Assistant Superintendent, Human Resources.***

##### ***5 min report/20 min discussion***

Albert Roman gave a brief background report on the calendar committee and the process that it has gone through. Calendar A was proposed and ratified by PVFT and furlough days are placed at the end of the year. Calendar B is the one proposed by the Calendar Committee. The third calendar, C, is proposed by the administration. It is similar to A except it changes March 21<sup>st</sup>'s floating holiday to Friday, November 12<sup>th</sup> to prevent possible loss of ADA. All calendars propose a start date of August 23.

Board participated with comments and questions.

Public Comment:

Pablo Barrick, representing PVFT Union, read a statement that was e-mail by Jack Carroll, Chief negotiator, which stated their concerns for the presentation of calendars that have not been approved by the union. It states the union's support for either calendar A or C.

Abel Mejia, teacher, spoke of his concern regarding the imbalance of instructional days. Concerned about the conflict that approving the calendar that was not approved by the union might bring between the district and the union.

Bob Suess, PVFT negotiator, spoke of the process for the union's ratification of the calendar presented on June 9<sup>th</sup>. He mentioned that calendar B is not approved by the union.

Sumita Jaggari, teacher, Amee Hobson, teacher, Kathy Corcoran, teacher, and Carla Garske, teacher, thanked the board for listening to teachers' concerns about the proposed calendar with furlough days at the beginning of the school year.

Mary Smiley, teacher, supports calendar C.

Graciela Vega, teacher, supports the calendar A as proposed by the union.

Board participated with questions and comments.

Trustee Turley moved to approve calendar C. Trustee Nichols seconded the motion. The motion passed unanimously.

President Wilson closed the regular meeting and opened the public hearing.

## **8.0 PUBLIC HEARING ON DEVELOPER FEES**

### **8.1 Report on Resolution #09-10-38, Approving School Facilities Needs Analysis, Adoption of Findings Thereon, and Adoption of Alternative School Facilities Fee Pursuant to Government Code Section 65995.5 and 65995.7.**

*Report by Brett McFadden, CBO*

Brett McFadden reported that in accordance with SB 50, the district commissioned a school facilities needs analysis. The analysis concluded that the district could assess Level 2 fees of \$4.78 per square foot, a reduction of \$.04 from the current fees. The change would take place immediately following board adoption of the presented resolution.

### **8.2 Public Comment**

None.

### **8.3 Board Comments/Questions**

Board participated with comments.

President Wilson closed the public hearing on developer fees and opened the public hearing on the proposed district budget.

## **8.0 A PUBLIC HEARING ON 2010-11 PROPOSED DISTRICT BUDGET**

### **8.1A Report on Proposed District Budget for 2010-11 Fiscal Year**

*Report by Brett McFadden, CBO*

Brett McFadden stated that the budget presented is based on assumptions known as of right now. They are subject to change based on what the state decides.

Helen Bellonzi, Finance Director, stated that the 2009-10 fiscal year's ending balance of \$24.2 million includes an unappropriated fund balance of \$9.1 million, a cash/stores and restricted reserve of \$10.2 million, and \$5 million representing a 3% reserve. At this time it is not known when the State will have its final budget but it is expected to include additional reductions to public education, which will prompt the district to review its three-year projections. Helen reported budget assumptions for 2010-11 in revenues, state grants, federal grants and expenditures; a projected ending balance of \$21.1 million. Regarding the multi-year projections, the State requires the District to maintain a 3% reserve each year; this is achieved for 2010/11 and 2011/12 but not for 2012/13. Additional fiscal stabilization measures will be required to address the projected deficit.

Helen reported on current budget status of the District, noting that the district is deficit spending due to state reductions. Cash position is sufficient for 2010/11 and 2011/12 to incur short term deficit spending. Projected structural deficit for 2012/13 will need to be addressed. In addition, budget status could deteriorate due to additional state education reductions in 2010-11.

The recommendation is to approve the budget as presented, recognizing the district will need to address shortfalls for 2012/13 during 2010-11. It is expected that the next round of reductions will be more challenging for the district as there are many less options.

### **8.2A Public Comment**

Bill Beecher, community member, commented on the budget process and presented a comparison of three of the budgets that the district has seen for June 09, March 10, and June 10, noting that the problem seems to be with deficit spending. He suggested reopening negotiations with bargaining units.

### **8.3A Board Comments/Questions**

Board participated with questions and comments.

President Wilson closed the public hearing on budget and resumed its regular meeting.

## **9.0 VISITOR NON-AGENDA ITEMS**

Stella Moreno, principal, stated she's retiring from the District and thanked the board and administrators for all they do every day.

Judy Hernandez, parent, concerned about communication problems at CEIBA and she wants to address those concerns with appropriate staff.

Abel Mejia, president of the Association of Mexican American Educators, appreciates the support for bilingual education as evident in the passing of the biliteracy seal, and advocated for students who did not get the seal for 2010. He express his concern for the vacancy left by the resignation of the Director of English Learners Department, and noted that he would like to be involved in the process to find a replacement. He wondered why Watsonville High has \$112,000 unspent funds for English Learners when there is a big need for funding.

Ylda Nogueta stated that the money will be carried over to the next school year and the principal should have a plan for spending those funds.

Graciela Vega, teacher, thanked Cathy Stefanki, PVUSD and PVFT for supporting her work in the writing project. She stated that there is an increase in participation in the writing project and much has to do with the support of the district and the union.

Bill Beecher, community member, is interested in number of teachers who voted for the calendar; although it was approved by 77% the actual number of votes was not given.

- 10.0 EMPLOYEE ORGANIZATIONS COMMENTS – PVFT, CSEA, PVAM, CWA 5 Min. Each**  
Briton Carr, CSEA president, commended the Board on the decision made on the calendar. Regarding the furlough days, he spoke about the importance that everyone takes that time off at the same time so the impact of the budget could be felt. Commented on Revolution Foods and how his research leads him to believe that there is not much difference between the food that the district serves and what Revolution Foods serves.

## **11.0 CONSENT AGENDA**

Trustee Nichols moved to approve the consent agenda. Trustee Osmundson seconded the motion. The motion passed 6/0/1 (Turley absent from her seat).

### **11.1 Purchase Orders June 3 - 16, 2010**

### **11.2 Warrants June 3 - 16, 2010**

### **11.3 Approve CAHSEE Passage Waiver in Math for #09-10-26 (PVHS).**

- 11.4 Approve Transitional Partnership Program Contract (PVUSD in Collaboration with the California Department of Rehabilitation)
- 11.5 Approve Resolution #09-10-39, Calling for Consolidation of Elections with the November 2, 2010 General Election.
- 11.6 Approve Resolution #09-10-40, Updating District Authorized Signature List.
- 11.7 Approve Notice of Completion for Watsonville High School Gym Modernization & Kiln Addition.

**12.0 DEFERRED CONSENT ITEMS**

None.

**13.0 REPORT, DISCUSSION AND POSSIBLE ACTION ITEMS**

- 13.1 Report, discussion and possible action to approve School Resolution #09-10-38, Approving School Facilities Needs Analysis, Adoption of Findings Thereon, and Adoption of Alternative School Facilities Fee Pursuant to Government Code Section 65995.5 and 65995.7.

*Report given under item 8.1.*

Trustee Keegan moved to approve this item. Trustee Nichols seconded the motion. The motion passed 6/0/1 (Turley absent from her seat).

- 13.2 Report, discussion and possible action to approve 2010-11 Proposed District Budget.

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

*Report given under item 8.1A*

Board participated with comments, specifically regarding the need for counselors at the middle and high schools.

Trustee Turley moved to approve the budget, with the following revision: to bring back 1/2 FTE counselors at each middle school and 1 FTE counselor at each high school. This represents about a \$650,000 that the district will need to reduce elsewhere. The motion passed unanimously.

- 13.4 Report, discussion and possible action to approve Amendment to Alianza Charter School and Watsonville Charter School of the Arts Memorandum of Understanding to Include Utilization of Revolution Foods for Food Services.

*Report by Brett McFadden, CBO.*

*5 min report/20 min discussion*

Brett McFadden reported on the subject and commented on the reason the district does not recommend amending the MOU to include an agreement with Revolution Foods, which is based on study done on local districts that have used these services. Two options: 1) if amendment approved, equipment will need to be moved; 2) if not approved, we suggest that it is done with a list of possible solutions to district and staff concerns.

Public comment

Bill Beecher, community member, spoke about the problems some schools have with school lunches stating that if there is problem it should be addressed and fixed.

Stewart Jenkins, treasurer, Alianza Governing Council, and parent, spoke in support of amending the MOU to allow the schools to contract with Revolution Foods.

Kim De Serpa, parent, concerned about the surplus of \$1.2 million at Alianza when there is much need, especially counselors. Spoke about food services not providing healthy choices for students. Board participated with comments and questions.

Trustee Keegan moved to continue the meeting until 1:00 pm. Trustee De Rose seconded the motion. The motion passed unanimously.

Trustee Keegan moved to approve the proposed MOU amendment with the clause that Alianza and WCSA will be responsible for any cost for returning the existing equipment back to the site if they decide not to continue the program with Revolution Foods after the one year pilot. Trustee Turley seconded the motion.

The board participated with additional discussion.

The motion failed 1/6/0 (De Rose, Turley, Wilson, Yahiro, Nichols, Osmundson dissented).

Trustee Turley moved to reject the amendment to the MOU and direct staff to work with parents, staff, and the coordinated school health council to look at ways to improve meal system. Trustee De Rose seconded the motion. The motion passed 6/1/0 (Keegan dissented).

**13.5 Report, discussion and possible action to Approve Resolution #09-10-41, Supporting Robles-Wong v. California, Litigation Challenging the State’s School Finance System. Report by Dorma Baker, Superintendent  
5 min report/5 min discussion**

Trustee Keegan moved to approve resolution. Trustee Nichols seconded the motion. The motion passed unanimously.

**14.0 GOVERNING BOARD AND SUPERINTENDENT COMMENTS/REPORTS**

Dorma Baker thanked Cathy Stefanki for her work and stated that this would be Cathy’s last meeting with the Board as she is retiring

Trustee De Rose commented on Supervisor Ellen Pirie’s efforts to have the community explore and utilize local businesses in their purchasing to expand use of local services. Perhaps the district can do that as well.

**15.0 UPCOMING BOARD MEETINGS/REMAINING BOARD MEETINGS FOR 2010**

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.

Trustee Keegan moved to cancel the June 30 meeting, noting that it is no longer necessary. Trustee Turley seconded the motion. The motion passed unanimously.

		<b>Comment</b>
<b>June</b>	▪ 30	▪ Time and location to be determined
<b>July</b>	▪	▪ No Meetings Scheduled
<b>August</b>	▪ 11 ▪ 25	
<b>September</b>	▪ 8 ▪ 22	▪ Unaudited Actuals
<b>October</b>	▪ 13 ▪ 27	
<b>November</b>	▪ 17	▪
<b>December</b>	▪ 8 Annual Organization Mtg. (Election Year)	▪ Approve 1 <sup>st</sup> Interim Report



**16.0 ADJOURNMENT**

There being no further business to discuss, the meeting of the Board was adjourned at 10:49 pm.

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Dorma Baker, Superintendent

**PAJARO VALLEY UNIFIED SCHOOL DISTRICT**



***Board Agenda Backup***

Item No: 9.3

**Date:** August 11, 2010

**Item:** Approve with gratitude donation of office/school cubicles with an approximate value of \$5,000.

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

**Recommendation:** Approve with gratitude this donation

**Letter attached**

**Prepared By:** Rich Buse, Director of Purchasing

**Chief Business Officer (signature):** \_\_\_\_\_

**Superintendent (signature):** *Dorinda Bat*



**Pajaro Valley Unified School District**  
**Purchasing Department**  
294 Green Valley Road  
Watsonville, California 95076  
Office: (831) 786-2195 Fax: (831) 728-6922

June 30, 2010

Mr. Rico Olivarez  
Watsonville Auto Body  
107 Airport Blvd.  
Freedom, CA. 95019

Dear Mr. Olivarez

On behalf of Pajaro Valley Unified School District I would like to thank you for your generous donation of office/school cubicles valued at approximately \$5000. Your commitment to helping PVUSD in our community is sincerely appreciated.

Each year Pajaro Valley Unified School District continues to advance its success of our student's achievements. Through our various programs we have seen many lives changed for the better.

The goal of the Pajaro Valley Unified School District is to continue to make a difference for all our students. With the help of donations from supporters such as you we will continue to see improvements throughout our District.

Thanks again for your generous support.

Best wishes,

Rich Buse  
Director of Purchasing

**PAJARO VALLEY UNIFIED SCHOOL DISTRICT**



**Board Agenda Backup**

Item No: 9.4

<b>Date:</b>	August 11, 2010
<b>Item:</b>	<b>Approve with gratitude donation from Cheryl Buchanan of the Social Security Administration of Four Dell Desktop Computers to Refurbish and distribute to Linscott School.</b>
<b>Overview:</b>	The Board acknowledges and recognizes the generosity of community members and businesses. Their commitment to education is evident through their contribution.
<b>Recommendation:</b>	Approve with gratitude this donation.

**Prepared By:** Dorma Baker, Superintendent

**Superintendent's Signature:** Dorma Baker



**Pajaro Valley Unified School District**  
Technology Services

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

Cheryl Buchanan  
Social Security Administration  
315 Main Street  
Watsonville, CA 95076  
March 24, 2006

Dear Ms. Buchanan:

Thank you for your generous donation of a four (4) Dell Optiplex (GX520/320/270) desktop computers. 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 be refurbished and distributed to Linscott 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). Pajaro Valley Unified School District's Tax ID is 77-0375541. You have not valued your donation at this time .

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 11, 2010

**Item:** 2010-2011 Consolidated Application, Part I for funding Federal and State Programs.

**Overview:** The Consolidated Application is submitted in two parts to the California Department of Education. Part I is due on June 30, 2010, and will be submitted to the State. After acquiring the PVUSD Board approval, any changes or revisions may be submitted to the state.

The contents of this document include:

Local Board approval date

**Rationale:**

- Program funds for which PVUSD is applying
- Legal Assurances
- Certification of participation of students enrolled in private, non-profit schools for Title I, II, III, IV, and V
- Ranking of Schools to receive Title I funds
- Annual reporting form for Title I schools
- UMIRS Data – Expulsion, suspension and truancy information
- NCLB Teacher and Paraprofessional requirements
- Title I Report of Program Improvement Activities

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 apply for categorical funds for the following programs:

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

**Recommendation:** Approve Part I of the 2010-2011 Consolidated Application for Funding Federal and State Programs.

**Prepared By:** Jessica Costa, Accountant Categorical Programs  
Ylda Noguera, Assistant Superintendent of Elementary Schools and Support Services

**Superintendent's  
Signature:**

*Dorinda Best*

# 2010-11 Consolidated Application for Funding Categorical Aid Programs (Part I)

California Department of Education

Consolidated Application

<p><b>Purpose:</b> To declare the agency's intent to apply for 2010-11 funding of Consolidated Categorical Aid Programs.</p>	<p>Agency: Pajaro Valley Unified</p>
<p><b>CDE Contact:</b> Anne Daniels 916-319-0295 ADaniels@cde.ca.gov <b>LEA Plan Only:</b> Cheryl Tiner 916-319-0414 CTiner@cde.ca.gov</p>	<p>CD code: 4   4   6   9   7   9   9</p>
<p><b>Legal status of agency:</b></p> <p><input checked="" type="checkbox"/> School District  <input type="checkbox"/> County Office of Education  <input type="checkbox"/> Direct Funded Charter</p>	<p><b>Dates of project duration:</b> July 1, 2010 -- June 30, 2011</p>
<p><b>Do not return the paper copy of this form to the California Department of Education.</b></p> <p><b>The ConApp must be submitted electronically using the ConApp Data System (CADS).</b></p>	
<p>Date of approval by local governing board: 06/30/2010</p>	
<p>Date of LEA Plan approval by State Board of Education: 07/11/2003</p> <p style="text-align: right;">Pajaro Valley Unified School District @pvusd.net</p>	
<p><b>Our LEA Plan is current and is linked to our web site located at:</b></p>	
<p><b>Advisory Committees:</b> The undersigned certify that they have been given the opportunity to advise on the pages in this application related to compensatory education programs for English learners.</p>	
<p>Signature-District Advisory Committee (DAC)* (Required if the LEA operates a state Compensatory Education program.)</p>	<p style="text-align: center;">OR</p> <p>for each committee, check the appropriate box to the right</p>
<p>Signature-District English Learner Advisory Committee (DELAC)* (Required if the LEA has 51 or more identified English learners.)</p>	<p><input checked="" type="checkbox"/> Committee is N/A  <input type="checkbox"/> Committee refused to sign</p>
<p><b>Certification:</b> I hereby certify that all of the applicable state and federal rules and regulations will be observed by this applicant; that to the best of my knowledge the information contained in this application is correct and complete; and I agree to have the use of these funds reviewed and/or audited according to the standards and criteria set forth in the California Department of Education's Categorical Program Monitoring (CPM) Manual. Legal assurances for all programs are accepted as the basic legal condition for the operation of selected projects and programs and copies of assurances are retained on site. I certify that we accept all assurances except for those for which a waiver has been obtained or requested. A copy of all waivers or requests is on file. I certify that actual ink signatures for this page are on file.</p>	<p><input type="checkbox"/> Committee is N/A  <input type="checkbox"/> Committee refused to sign</p>
<p>Signature of authorized representative _____</p>	<p>Signature of authorized representative _____</p>
<p>Dorma Baker</p>	<p>Superintendent</p>
<p>Printed name of authorized representative</p>	<p>Title</p>
<p><input checked="" type="checkbox"/> Electronic certification HAS been completed.</p>	<p><input type="checkbox"/> Electronic certification has NOT been completed.</p>
<p>Signature of appropriate committee chairpersons certifying opportunity to review and advise in the development of this application will be required in Part II.</p>	<p>Date: 06/30/2010</p>

# Participation in 2010-11 Consolidated Programs

California Department of Education

Consolidated Application

**Purpose:** To declare that the LEA is applying for specified categorical funds for the 2010-11 school year.

**Agency:**  
Pajaro Valley Unified

**CD code:**

4 | 4 | 6 | 9 | 7 | 9 | 9

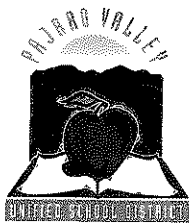
**CDE Contact:** Anne Daniels 916-319-0295 ADaniels@cde.ca.gov

*Note: Shaded areas (  ) indicate Federal programs.*

1*		3010	3010	3025	
2*	Title I, Part A (Basic Grant) ESEA Sec.1111 et. seq:		Title I, Part A (Neglected) ESEA Sec.1111 et seq:		Title I, Part D (Delinquent) ESEA Sec. 1401
3*	YES		NO		NO
1*	4035		4201		4203
2*	Title II, Part A (Teacher Quality) ESEA Sec. 2101		Title III, Part A (Immigrant) ESEA Sec. 3102		Title III, Part A (LEP Students) ESEA Sec. 3102
3*	YES		NOT ELIGIBLE		YES
1*		5810		4126	7090, 7091
2*	Title VI Subpart 1 REAP Flexibility ESEA Sec. 6211	Title VI, Subpart 1 Small Rural School Achievement ESEA Sec. 6211		Title VI, Subpart 2 Rural and Low-income Grant ESEA Sec. 6221	Economic Impact Aid EC 54000
3*	NOT ELIGIBLE	NOT ELIGIBLE	NOT ELIGIBLE	NOT ELIGIBLE	YES

\* Rows within each type of program: 1. SACS Resource Code 2. Program Title 3. "Yes" if participating, "No" if not participating





# PAJARO VALLEY UNIFIED SCHOOL DISTRICT

## Board Agenda Backup

Item No: 9.6

**Date:** August 11, 2010

**Item:** Williams Uniform Complaint Quarterly Report  
(April - June 2010)

**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.

The report indicates one (1) complaint regarding facilities.

**Recommendation:** Approve.

**Budget Considerations:**

**Funding Source:**

**Budgeted:**

**Amount:**

**Prepared By:** Brett McFadden, CBO

**Superintendent's Signature:**

*Dorinda Lee*

**QUARTERLY DISTRICT STATUS REPORT OF UNIFORM COMPLAINTS  
TO THE COUNTY SUPERINTENDENT OF SCHOOLS  
QUARTER ENDED JUNE 2010**

**DISTRICT:** Pajaro Valley Unified School District    **Date Reported to District Governing Board:** August 11, 2010

**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		

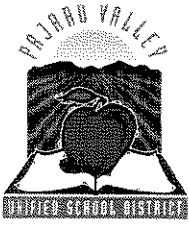
• **Explanation:** \_\_\_\_\_

**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*
1		1

• **Explanation:** There has been an appeal filed with the California Department of Ed. regarding the district's response to the complaint about the orchestra pit at Aptos High School.



## Board Agenda Backup

Item No: 9.7

**Date:** August 11, 2010

**Item: Resolution # 10-11-01**  
**Child Development Contracts Child Development Division (CDD)**  
**Programs 2010-2011**

**Overview:** PVUSD has contracted with the State Department of Education/ Child Development Division for child care services for many years. The contracts that fund these services are renewed annually. Each program is funded by a specific contract. Each program identifies a target population and service. Program guidelines are defined in the Child Development Division funding terms and conditions

The **five (5)** contracts attached serve a total of **498** children infant to kindergarten age in early care and education services. These state subsidized services provide a significant contribution to PVUSD families and greatly enhance the kindergarten readiness and overall academic preparation for low income children entering PVUSD elementary sites

**Recommendation:** Approve Resolution #

**Budget Considerations:**

**Funding Source:** California Dept. of Education/ Child Development Division

**Budgeted:** Yes:  No:

**Amount:** Total \$3,447,039

**Prepared By:** Kathy Lathrop Director, Child Development

**Superintendent's Signature:**

*Dorinda Bal*

**RESOLUTION #10-11-01**

This resolution must be adopted in order to certify the approval of the Governing Board to enter into this transaction with the California Department of Education for the purpose of providing child care and development services and **to authorize the designated personnel to sign contract documents for Fiscal Year 2010/11.**

**RESOLUTION #10-11-01**

**BE IT RESOLVED that the Governing Board of Pajaro Valley Unified School District**

authorizes entering into local agreement number/s CSPP-0601, CCTR-0341, CCAP-9084, CMIG-0017, CMSS-0017 and that the person/s who is/are listed below, is/are authorized to sign the transaction for the Governing Board.

NAME	TITLE	SIGNATURE
<u>Dorma Baker</u>	<u>Superintendent</u>	_____
_____	_____	_____

PASSED AND ADOPTED THIS 11<sup>th</sup> day of August, 2010-11, by the

Governing Board of Pajaro Valley Unified School District

of Santa Cruz County, California.

Libby Wilson, Vice President / Clerk of the Governing Board of Pajaro Valley Unified School District of Santa Cruz, County, California, certify that the foregoing is a full, true and correct copy of a resolution adopted by the said Board at a Regular meeting thereof held at a regular public place of meeting and the resolution is on file in the office of said Board.

\_\_\_\_\_  
(Clerk's signature)

August 11, 2010  
(Date)

RESOLUTION #10-11-01

This resolution must be adopted in order to certify the approval of the Governing Board to enter into this transaction with the California Department of Education for the purpose of providing child care and development services and to authorize the designated personnel to sign contract documents for Fiscal Year 2010/11.

RESOLUTION #10-11-01

**BE IT RESOLVED** that the Governing Board of Pajaro Valley Unified School District

authorizes entering into local agreement number/s CSPP-0601, CCTR-0341, CCAP-9084, CMIG-0017, CMSS-0017 and that the person/s who is/are listed below, is/are authorized to sign the transaction for the Governing Board.

NAME	TITLE	SIGNATURE
<u>Dorma Baker</u>	<u>Superintendent</u>	<u>_____</u>
<u>_____</u>	<u>_____</u>	<u>_____</u>

PASSED AND ADOPTED THIS 11<sup>th</sup> day of August, 2010-11, by the

Governing Board of Pajaro Valley Unified School District

of Santa Cruz County, California.

Libby Wilson, Vice President / Clerk of the Governing Board of Pajaro Valley Unified School District of Santa Cruz, County, California, certify that the foregoing is a full, true and correct copy of a resolution adopted by the said Board at a Regular meeting thereof held at a regular public place of meeting and the resolution is on file in the office of said Board.

August 11, 2010

\_\_\_\_\_  
(Clerk's signature)

\_\_\_\_\_  
(Date)



DATE: July 01, 2010

CONTRACT NUMBER: CSP-0601

PROGRAM TYPE: CALIFORNIA STATE  
PRESCHOOL PROGRAM

PROJECT NUMBER: 44-6979-00-0

**LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES**

**CONTRACTOR'S NAME:** PAJARO VALLEY UNIFIED SCHOOL DISTRICT

By signing this contract and returning it to the State, you are agreeing to provide services in accordance with the FUNDING TERMS and CONDITIONS (FT&C - available online at <http://www.cde.ca.gov/fg/aa/cd/>) and the CURRENT APPLICATION which by this reference are incorporated into this contract. The FT&C and Requirements specify the contractual responsibilities of the State and the contractor. The Contractor's signature also certifies compliance with "Standard Provisions for State Contracts" (Exhibit A) which are attached hereto and by this reference incorporated herein.

Funding of this contract is contingent upon appropriation and availability of sufficient funds. This contract may be terminated immediately by the State if funds are not appropriated or available in amounts sufficient to fund the State's obligations under this contract.

The period of performance for this contract is July 01, 2010 through June 30, 2011. For satisfactory performance of the required services, the contractor shall be reimbursed in accordance with the Determination of Reimbursable Amount Section of the FT&C, at a rate not to exceed \$34.35 per child per day of full-time enrollment and a Maximum Reimbursable Amount (MRA) of \$2,083,250.00.

Any provision of this contract found to be in violation of Federal or State statute or regulation shall be invalid but such a finding shall not affect the remaining provisions of this contract.

**SERVICE REQUIREMENTS**

Minimum Child Days of Enrollment (CDE) Requirement 60,648.0

Minimum Days of Operation (MDO) Requirement 248

Exhibit A, Standard Provisions for State Contracts attached.

STATE OF CALIFORNIA		CONTRACTOR			
BY (AUTHORIZED SIGNATURE)		BY (AUTHORIZED SIGNATURE)			
PRINTED NAME OF PERSON SIGNING Margie Burke, Manager		PRINTED NAME AND TITLE OF PERSON SIGNING Ylda Noguera, Assistant Superintendent			
TITLE Contracts, Purchasing & Conf Svcs		ADDRESS 294 Green Valley Rd Watsonville, CA 95076			
AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 2,083,250	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs		FUND TITLE Department of General Services use only		
	(OPTIONAL USE) See Attached				
PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT \$ 0	ITEM See Attached	CHAPTER	STATUTE	FISCAL YEAR	
TOTAL AMOUNT ENCUMBERED TO DATE \$ 2,083,250	OBJECT OF EXPENDITURE (CODE AND TITLE) 702				
I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.		T.B.A. NO.	B.R. NO.		
SIGNATURE OF ACCOUNTING OFFICER See Attached		DATE			



**CALIFORNIA DEPARTMENT OF EDUCATION**

1430 N Street

Sacramento, CA 95814-5901

**F.Y. 10 - 11**

DATE: July 01, 2010

CONTRACT NUMBER: CCTR-0341

PROGRAM TYPE: GENERAL CHILD CARE & DEV PROGRAMS

PROJECT NUMBER: 44-6979-00-0

**LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES**

CONTRACTOR'S NAME: PAJARO VALLEY UNIFIED SCHOOL DISTRICT

By signing this contract and returning it to the State, you are agreeing to provide services in accordance with the FUNDING TERMS and CONDITIONS (FT&C - available online at <http://www.cde.ca.gov/fg/aa/cd/>) and the CURRENT APPLICATION which by this reference are incorporated into this contract. The FT&C and Requirements specify the contractual responsibilities of the State and the contractor. The Contractor's signature also certifies compliance with "Standard Provisions for State Contracts" (Exhibit A) which are attached hereto and by this reference incorporated herein.

Funding of this contract is contingent upon appropriation and availability of sufficient funds. This contract may be terminated immediately by the State if funds are not appropriated or available in amounts sufficient to fund the State's obligations under this contract.

The period of performance for this contract is July 01, 2010 through June 30, 2011. For satisfactory performance of the required services, the contractor shall be reimbursed in accordance with the Determination of Reimbursable Amount Section of the FT&C, at a rate not to exceed \$34.38 per child per day of full-time enrollment and a Maximum Reimbursable Amount (MRA) of \$635,845.00.

Any provision of this contract found to be in violation of Federal or State statute or regulation shall be invalid but such a finding shall not affect the remaining provisions of this contract.

**SERVICE REQUIREMENTS**

Minimum Child Days of Enrollment (CDE) Requirement 18,495.0

Minimum Days of Operation (MDO) Requirement 248

Exhibit A, Standard Provisions for State Contracts attached.

STATE OF CALIFORNIA		CONTRACTOR			
BY (AUTHORIZED SIGNATURE)		BY (AUTHORIZED SIGNATURE)			
PRINTED NAME OF PERSON SIGNING Margie Burke, Manager		PRINTED NAME AND TITLE OF PERSON SIGNING Ylda Noguera, Assistant Superintendent			
TITLE Contracts, Purchasing & Conf Svcs		ADDRESS 294 Green Valley Rd Watsonville, CA 95076			
AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 635,845	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs		FUND TITLE General		
	(OPTIONAL USE) 0656 23254-6979		Department of General Services use only		
PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT \$ 0	ITEM 30.10.020.001 6110-196-0001	CHAPTER B/A	STATUTE 2010	FISCAL YEAR 2010-2011	
TOTAL AMOUNT ENCUMBERED TO DATE \$ 635,845	OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-6105 Rev-8590				
I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.			T.B.A. NO.	B.R. NO.	
SIGNATURE OF ACCOUNTING OFFICER			DATE		



**CALIFORNIA DEPARTMENT OF EDUCATION**

1430 N Street

Sacramento, CA 95814-5901

**F. Y. 09-10 thru 10-11**

**DATE:** July 01, 2009

**CONTRACT NUMBER:** CCAP-9084

**PROGRAM TYPE:** INFANT TODDLER  
RESOURCE

**PROJECT NUMBER:** 44-6979-00-9

**LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES**

**CONTRACTOR'S NAME:** PAJARO VALLEY UNIFIED SCHOOL DISTRICT

By signing this contract and returning it to the State, you are agreeing to use the funds identified below to support the Child Care and Development Programs and the California School Age Families Education (CalSAFE) program serving infants and toddlers ages birth to three years in accordance with Exhibit B, "2009/10-2010/11 PROGRAM REQUIREMENTS FOR INFANT AND TODDLER CHILD CARE RESOURCE PROGRAM", (available online at <http://www.cde.ca.gov/fg/aa/cd>), which are attached and by this reference incorporated into this contract. The Contractor's signature also certifies compliance with "Standard Provisions for State Contracts" (Exhibit A) which are attached hereto and by this reference incorporated herein.

These funds shall not be used for any purpose considered nonreimbursable pursuant to the 2009/10-2010/11 Program Requirements for Infant and Toddler Child Care Resource Program, the current Child Care and Development Fund Funding Terms and Conditions (FT&Cs) and Title 5, California Code of Regulations.

Funding of this contract is contingent upon appropriation and availability of funds. This contract may be terminated immediately by the State if funds are not appropriated or available in amounts sufficient to fund the State's obligations under this contract. The period of performance for this contract is July 01, 2009 through June 30, 2011. The amount payable pursuant to this agreement shall not exceed \$9,242.00.

Expenditure of these funds shall be reported quarterly to the Child Development Fiscal Services Division (CDFS) on Form CDFS-9529 with fiscal quarters ending September 30, December 31, March 31, and June 30. Quarterly reports must be submitted for reimbursement of expenditures. For non-local educational agencies, expenditures made for the period July 1, 2009 through June 30, 2010 shall be included in their 2009-10 audit. Expenditures for the period July 1, 2010 through June 30, 2011 shall be included in the 2010-11 audit. All audits are due by the 15th day of the fifth month following the end of the contractor's fiscal year or earlier if specified by the CDE. The audits for School Districts and County Offices shall be submitted in accordance with Education Code Section 41020.

Any provision of this contract found to be violation of Federal or State statute or regulation shall be invalid but such a finding shall not affect the remaining provisions of this contract.

Exhibit A, Standard Provisions for State Contracts attached.

<b>STATE OF CALIFORNIA</b>		<b>CONTRACTOR</b>			
BY (AUTHORIZED SIGNATURE)		BY (AUTHORIZED SIGNATURE)			
PRINTED NAME OF PERSON SIGNING Margie Burke, Manager		PRINTED NAME AND TITLE OF PERSON SIGNING Ylda Noguera, Assistant Superintendent			
TITLE Contracts, Purchasing & Conf Svcs		ADDRESS 294 Green Valley Rd Watsonville, CA 95076			
AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 9,242	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE Federal		Department of General Services use only	
PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT \$ 0	(OPTIONAL USE) 0656 14867-6979	FC# 93.575	PC# 000172		
TOTAL AMOUNT ENCUMBERED TO DATE \$ 9,242	ITEM 30.10.020.901 6110-196-0890	CHAPTER 1	STATUTE 2009	FISCAL YEAR 2009-2010	
	OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-5035 Rev-8290				
I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.		T.B.A. NO.	B.R. NO.		
SIGNATURE OF ACCOUNTING OFFICER		DATE			





CALIFORNIA DEPARTMENT OF EDUCATION

1430 N Street

Sacramento, CA 95814-5901

F.Y. 10 - 11

DATE: July 01, 2010

CONTRACT NUMBER: CMIG-0017

PROGRAM TYPE: MIGRANT CHILD CARE

PROJECT NUMBER: 44-6979-00-0

LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES

CONTRACTOR'S NAME: PAJARO VALLEY UNIFIED SCHOOL DISTRICT

By signing this contract and returning it to the State, you are agreeing to provide services in accordance with the FUNDING TERMS and CONDITIONS (FT&C - available online at http://www.cde.ca.gov/fg/aa/cd/) and the CURRENT APPLICATION which by this reference are incorporated into this contract. The FT&C and Requirements specify the contractual responsibilities of the State and the contractor. The Contractor's signature also certifies compliance with "Standard Provisions for State Contracts" (Exhibit A) which are attached hereto and by this reference incorporated herein.

Funding of this contract is contingent upon appropriation and availability of sufficient funds. This contract may be terminated immediately by the State if funds are not appropriated or available in amounts sufficient to fund the State's obligations under this contract.

The period of performance for this contract is July 01, 2010 through June 30, 2011. For satisfactory performance of the required services, the contractor shall be reimbursed in accordance with the Determination of Reimbursable Amount Section of the FT&C, at a rate not to exceed \$34.38 per child per day of full-time enrollment and a Maximum Reimbursable Amount (MRA) of \$632,947.00. Within the specified MRA, there is a maximum of \$94,942.00 identified for allowable Start-up costs. Start-up funds expended for allowable costs are not subject to service requirements; any portion not so expended may be earned through services to additional eligible children.

Any provision of this contract found to be in violation of Federal or State statute or regulation shall be invalid but such a finding shall not affect the remaining provisions of this contract.

SERVICE REQUIREMENTS

Minimum Child Days of Enrollment (CDE) Requirement 18,410.0 (adjusted for allowable Start-up expenditures)

Minimum Days of Operation (MDO) Requirement 128

Exhibit A, Standard Provisions for State Contracts attached.

STATE OF CALIFORNIA CONTRACTOR form with signature lines, funding details, and program information.



**CALIFORNIA DEPARTMENT OF EDUCATION**

1430 N Street

Sacramento, CA 95814-5901

**F.Y. 10 - 11**

DATE: July 01, 2010

CONTRACT NUMBER: CMSS-0017

PROGRAM TYPE: MIGRANT SPECIALIZED SERVICES

PROJECT NUMBER: 44-6979-00-0

**LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES**

CONTRACTOR'S NAME: PAJARO VALLEY UNIFIED SCHOOL DISTRICT

By signing this contract and returning it to the State, you are agreeing to provide program services in accordance with the CHILD CARE AND DEVELOPMENT FUND - MIGRANT FUNDING TERMS and CONDITIONS (FT&C - available online at <http://www.cde.ca.gov/fg/aa/cd/>), and the CURRENT APPLICATION which by this reference are incorporated into this contract. The FT&C and Requirements specify the contractual responsibilities of the State and the contractor. The Contractor's signature also certifies compliance with "Standard Provisions for State Contracts" (Exhibit A) which are attached hereto and by this reference incorporated herein.

Funding of this contract is contingent upon appropriation and availability of sufficient funds. This contract may be terminated immediately by the State if funds are not appropriated or available in amounts sufficient to fund the State's obligations under this contract.

The period of performance for this contract is July 01, 2010 through June 30, 2011. For satisfactory performance of the required services, the contractor shall be reimbursed in accordance with Section VI (Services To Be Provided) of the FT&C for a Maximum Reimbursable Amount (MRA) of \$85,755.00 for migrant specialized services. Specialized services are not subject to service requirements.

Any provision of this contract found to be in violation of Federal or State statute or regulation shall be invalid but such a finding shall not affect the remaining provisions of this contract.

Exhibit A, Standard Provisions for State Contracts attached.

<b>STATE OF CALIFORNIA</b>		<b>CONTRACTOR</b>			
BY (AUTHORIZED SIGNATURE)		BY (AUTHORIZED SIGNATURE)			
PRINTED NAME OF PERSON SIGNING Margie Burke, Manager		PRINTED NAME AND TITLE OF PERSON SIGNING Ylda Noguera, Assistant Superintendent			
TITLE Contracts, Purchasing & Conf Svcs		ADDRESS 294 Green Valley Rd Watsonville, CA 95076			
AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 85,755	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE General		Department of General Services use only	
PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT \$ 0	(OPTIONAL USE) 0656 23360-6979	ITEM 30.10.020.004 6110-196-0001	CHAPTER B/A	STATUTE 2010	FISCAL YEAR 2010-2011
TOTAL AMOUNT ENCUMBERED TO DATE \$ 85,755	OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-6070 Rev-8530				
I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.			T.B.A. NO.	B.R. NO.	
SIGNATURE OF ACCOUNTING OFFICER			DATE		



## ***Board Agenda Back-up***

*Item #* 11.1

**Date:** August 11, 2010

**Item:** District Transfers

**Overview:** This is an overview presentation of the District's different transfer options that parents/guardians have for their student attending a different school than their school of residence.

The overview includes the following District Transfers:

- Intradistrict Transfer/Open Enrollment
- Interdistrict Transfer
- School Choice
- Open Enrollment Act

**Recommendation:** This is for information only.

**Budget Considerations:** N/A

**Prepared by:** Ylda Noguera, Assistant Superintendent

**Superintendent's Signature:** *Darlene Bat*

## **DISTRICT TRANSFERS**

- Intradistrict Transfer/Open Enrollment
- Interdistrict Transfer
- Interdistrict Transfer Because of Employment/Allen Bill
- School Choice
- Open Enrollment Act

### **Intradistrict Transfer/Open Enrollment**

- Parents/guardians wish to enroll their student at a school other than their school of residence within the district
- Parents/guardians apply for an intradistrict/open enrollment during November through January without a reason
- District schools honor the request if there is space without displacing other currently enrolled students

- Preference is given to siblings attending the same school
- Schools can also consider the location of parents' place of employment or established childcare
- Districts are allowed to make case-by-case exceptions

## **Interdistrict Transfers**

- Parents/guardians wish to enroll their student at a school outside the district
- The interdistrict transfer is an agreement between districts
- The interdistrict transfer must be approved by both the student's original district of residence and the district to which the student seeks to transfer

- Both districts must approve the agreement
- Interdistrict transfers are approved yearly
- Interdistrict transfer can be revoked at any time for any reason the local board or district superintendent or designee deems appropriate
- If an interdistrict transfer is denied, it can be appealed to the County Office of Education

### **Interdistrict Transfer Because of Employment/Allen Bill**

- If at least one parent/guardian of a student is physically employed within the boundaries of the district, a school district is permitted to approve an interdistrict transfer
- The interdistrict can be revoked if the parent ceases to be employed within the boundaries of the district
- The student does not have to re-apply for the transfer to be valid

### **School Choice**

- The Federal No Child Left Behind (NCLB) law allows for parents/guardians to apply for school choice
- Schools that do not meet their Adequate Yearly Progress (AYP) and are Title I schools must offer parent choice
- Under parent choice, students in a Program Improvement School must offer the choice of attending a non-PI school

- NCLB school choice transfer is given under the option of Title I
- Title I schools are identified as PI schools if, for two consecutive years, the schools do not meet Adequate Yearly Progress (AYP) in the same content area (ELA or math) school wide or for any subgroup or the school does not meet their Academic Performance Index (API) or high school graduations rate.

### **Open Enrollment Act**

- Parents/guardians may apply to enroll their student in a different school than the student's school of residence
- The Open Enrollment Act gives parents/guardians a new right to apply for open enrollment if their student is enrolled in one of the 1,000 Open Enrollment Schools
- Open Enrollment (according to the Act) gives a student a greater opportunity for academic success by having access to superior educational opportunities in other district schools



- If there is insufficient capacity in a school of enrollment, the district shall use a lottery process to determine which students are accepted
- The student's parent or guardian is required to reapply even though the school is not on subsequent publication list of 1,000 schools
- Emergency regulations do not require school districts to implement in 2010-2011

**QUESTIONS?**

**PAJARO VALLEY UNIFIED SCHOOL DISTRICT**



**Board Agenda Backup**

Item No: 12.1

**Date:** August 11, 2010

**Item:** Approval of Program, Facilities and Services Agreement for Pajaro Valley Prevention and Student Assistance

**Overview:** Pajaro Valley Prevention and Student Assistance (PVPSA) is a not-for-profit public agency that works with the district to support various programs within the district for our students. The contract attached lists the various programs and services the two agencies work on collaboratively.

**Recommendation:** Approval of the annual agreement between the district and PVPSA

**Budget Considerations:** N/A

**Funding Source:** Projected Awards

**Budgeted:** Yes:  No:

**Amount:** \$ 691,312

**Prepared By:** Jenny Sarmiento, Director, PVPSA

**Superintendent's Signature:** Darwin Bet

## PROGRAM, FACILITIES AND SERVICES AGREEMENT

This AGREEMENT is made effective July 1, 2010, by and between PAJARO VALLEY UNIFIED SCHOOL DISTRICT, a California governmental entity (hereinafter "District"), and PAJARO VALLEY PREVENTION AND STUDENT ASSISTANCE, INC., a California not-for-profit public benefit corporation (hereinafter "PVPSA"), who mutually agree as follows:

### 1. RECITALS.

- a) PVPSA Status: PVPSA is a not-for-profit public benefit corporation which has applied and received recognition as tax exempt under Internal Revenue Code Section 501(c)(3) and comparable sections of the California Revenue & Taxation Code, Attached as Exhibit "A".
- b) Activities and Programs: The District and PVPSA wish to have PVPSA operate the following programs under a contract with the District during the fiscal year which shall begin July 1, 2010, and end on June 30, 2011.
  - 1) Secondary Student Assistance Program;
  - 2) Kid's Korner Elementary Student Assistance Program;
  - 3) California Department of Education (TUPE Competitive);
  - 4) U.S. Department of Education Grant to Reduce Alcohol Abuse Program;
  - 5) Early Mental Health Initiative Program; and
  - 6) Other programs and activities as mutually agreed upon by the parties to this agreement.
- c) In order to continue such programs and develop new programs, the parties also intend to enter into this Agreement for the furnishing of certain facilities

and services which the District and PVPSA agree are essential to the successful operation of such programs.

**2. CONTRACT.**

Commencing July 1, 2010, PVPSA shall operate all the programs listed on Exhibit "B" hereto attached, as an independent contractor for the District, upon all of the terms and conditions set forth herein.

**3. APPROVAL OF PROGRAMS.**

- a) Approval of Trustees: Prior to the commencement or continuance of any program under this Agreement, its operation in the District shall have been approved by the District's Board of Trustees ("Trustees") or by the person or persons within the Administrative Staff of the District ("Staff") to whom the Trustees have delegated such responsibility.
- b) Approval by Outside Agencies: In addition to approval at the District level, all programs and proposed programs subject to this Agreement that are funded by outside agencies shall be approved by such agencies prior to the commencement or continuance of their operations in the District.

**4. FUNDING OF PROGRAMS.**

Prior to the commencement or continuance of any program subject to this Agreement that is dependent upon funding sources from the District or controlled by the District, PVPSA shall have received funding approval from the District, either through its normal budget process or through such extra-ordinary funding

processes as the District shall from time to time establish. For the fiscal year 2010-2011, the District shall contribute **\$122,518 (one hundred twenty-two thousand, five hundred eighteen dollars)** as shown on Exhibit "B".

Of this amount, \$50,376 shall be paid directly to the County of Santa Cruz Mental Health Department to be used as "matching funds" required for the administration of the Early Periodic Screening, Diagnosis and Testing (EPSDT) Program conducted by PVSPA under a contract with the County Mental Health Agency.

PVPSA shall be responsible for preparation of all applications and/or grant proposals which are to be submitted to outside agencies.

#### **5. OPERATION OF PROGRAMS**

PVPSA shall keep the District informed of the operation of all programs through such reporting procedures as are agreed upon the parties to this Agreement. At least once each year, PVPSA shall prepare a formal report to the District and the Trustees concerning programs that are subject to this Agreement.

#### **6. EVALUATION OF PROGRAMS.**

All programs that are subject to evaluation shall be evaluated at the level required by any agency which funds such program. PVPSA shall be responsible for maintaining all records and preparing all reports which shall be required as part of the evaluation process.

**7. CONSIDERATION.**

As consideration for its services hereunder, PVPSA shall receive the following compensation:

- a) Outside Agency Funding: As to programs which are subject to direct funding by outside agencies, PVPSA shall receive such funds as are or may be committed by such agencies for such program activities;
- b) District Funding: As to programs which are funded by the District from unrestricted funds, including unrestricted lottery funds, PVPSA shall receive such funds as have been agreed upon for such programs by the parties to this Agreement. For the fiscal year 2010-2011, the programs and the funding thereof shall be set forth also on Exhibit "B".
- c) PVPSA will participate in the Medi-Cal Administrative Activities (MAA) program, such as Medi-Cal outreach and planning assistance with Medi-Cal eligible participants.

In order to ensure the health and well being of the target population, PVPSA shall understand and provide basic health and benefit information and perform health advocacy with targeted individuals and families being served through an agreement with the County Health Services Agency. Outreach activities may include information about local health and Medi-Cal services that will benefit individuals and families in order to allow them to lead healthy and productive lives.

PVPSA staff may explain benefits derived from accessing local health, mental health and substance abuse services and encourage/assist families to utilize these services to meet their identified needs. PVPSA staff shall be knowledgeable regarding available health and Medi-Cal services, locations of provider sites, and how families can access needed services. PVPSA staff shall assist families to understand and explain very basic Medi-Cal, Healthy Families and other insurance information or will be able to direct clients to sites where such information can be accessed. PVPSA staff may assist families where needed to apply for and access health related programs and services. Staff activities may include outreach, information, referral, access and eligibility assistance, assistance with transportation, and program planning in order for clients to access Medi-Cal related eligibility, provider services and care.

The relationship that PVPSA has with Medi-Cal eligible families is recognized and supported by the Health Services Agency. It is further recognized that PVPSA possesses expertise in identifying, assessing and case managing the health care needs of Medi-Cal eligible families and children being served. In order to take advantage of this expertise and relationship, PVPSA costs supported by this agreement may be used as the basis of participation in federal, state and local leveraging programs. Such participation may include appropriate staff training; reporting and documentation of eligible activities supported by contract funds, and associated staff and overhead costs. Reporting may include written documentation associated with service delivery and related costs, and/or the tracking of staff time through time survey instruments.

Purpose and Responsibilities

1. Bring potential eligible individuals into the Medi-Cal program for purposes of determining Medi-Cal eligibility.
2. Bring Medi-Cal enrollees into Medi-Cal services.
3. Bring the target population into health care services to include
  - a. Campaigns directed towards bringing specific high-risk populations into health care services;
  - b. Telephone, walk-in or drop-in services for the purpose of informing or referring persons, including Medi-Cal enrolled, to Medi-Cal covered services; and
  - c. Conducting Medi-Cal specific information and referral activities included as subset of a broader general health education program.
4. Assisting with the Medi-Cal/Healthy Families application process by;
  - a. Explaining the eligibility rules and process to prospective applicants;
  - b. Assisting an applicant to fill out the application;
  - c. Gathering information related to the application and eligibility determination/redetermination process; and
  - d. Providing necessary forms and packaging in preparation for actual eligibility determination.
5. Arranging or providing transportation of clients to Medi-Cal covered services, and if medically necessary, accompanying clients to these services.



6. Develop resource directories, prepare Medi-Cal data reports, conduct needs assessments and prepare proposals for expansion of Medi-Cal services.
7. Assist the agency and Local Governmental Agency (LGA) in overseeing, documenting and accounting for MAA activities.

**8. TELEPHONE SYSTEM.**

The programs to be operated by PVPSA under this Agreement will be conducted as part of an overall educational program of the District, in many cases directly on the school sites of the District. It is therefore understood and agreed that programs will be conducted more efficiently if the telephone system of PVPSA is integrated with the general telephone system of the District. To accomplish this, the District shall arrange within its existing telephone system to have a sufficient number of telephone lines dedicated to the use of PVPSA, in which case PVPSA shall pay directly to the carrier the cost charged for such dedicated lines.

**9. TRANSFER OF FUNDS.**

PVPSA is a California not-for-profit public benefit corporation which has applied for and received recognition as tax-exempt under Internal Revenue Code, Section 501(c)(3). Nothing contained herein shall relieve PVPSA from its duties as a recipient of funds to account for such funds in a manner satisfactory to the District and to the agencies or other sources of such funds.

**10. ANNUAL AUDIT**

PVPSA will conduct an independent financial audit as required under the U.S. Office of Management and Budget (OMB) Circular 1-133. A copy of the completed audit will be provided to the PVUSD Director of Finance.

**11. OBLIGATIONS OF PVPSA.**

- a) **Obligation to Perform:** PVPSA shall devote the time and efforts of such personnel as may be necessary to carry out each of the programs which are the subject of this Agreement, in accordance with the requirements of each program as established by the agency funding such program or the District or both. PVPSA shall not be required to operate any program unless PVPSA determines that the funding available for such program is sufficient in accomplishing its stated goals and objectives.
- b) **Employee Compensation and Equipment:** PVPSA shall be responsible for the compensation of all its agents, servants and employees and shall supply all tools and equipment necessary for the performance of their services hereunder.
- c) **Fingerprint and TB Clearance:** All PVPSA employees who provide direct services to students will have received fingerprint clearance and a negative TB test prior to contact with students.

**12. LIMITATIONS OF LIABILITY.**

- a) **Impossibility and Impracticality:** PVPSA shall not be liable for the disruption, suspension or termination of any of the services herein when such service

disruptions, suspensions or terminations are caused by illness, natural disaster(s), political insurrection(s), or other unanticipated cause(s).

- b) Defense and Indemnity: PVPSA shall not be liable for any action or inaction taken by any officer, employee, agent, or representative of the District. The District shall defend and indemnify PVPSA, its officers, servants, employees, agents or representatives in any claim brought by any third party as a result of actual or alleged actions or inactions taken, directly or indirectly, by any officer, servant, employee, agent or representative of the District.

### **13. LIABILITY INSURANCE.**

PVPSA agrees to carry and maintain during the entire term of this Agreement comprehensive general liability insurance, professional liability insurance and automobile insurance in an amount not less than one million dollars (\$1,000,000) per occurrence. Such insurance shall be written by an insurance carrier satisfactory to the District and shall include the District as "Additional Insured." Such insurance shall not be cancelled, limited, or allowed to expire without renewal until after thirty (30) days written notice has been provided to the District.

### **14. WORKERS' COMPENSATION INSURANCE.**

PVPSA shall carry Workers' Compensation insurance covering the employees of PVPSA under this agreement.

**15. CERTIFICATE OF INSURANCE.**

PVPSA shall deliver to the District evidence of insurance, as outlined in items 12, 13 and 14 of this Agreement, on an insurance industry approved form, within thirty (30) days after execution of this Agreement.

**16. NON-ASSIGNABILITY.**

Neither this Agreement nor any duties or obligations hereunder may be assigned by either party to this Agreement without the written consent of the other party.

**17. TERM OF AGREEMENT.**

This Agreement shall commence on July 1, 2010, and shall continue until June 30, 2011, unless it is terminated earlier than that date by either party or both parties to this Agreement in accordance with Part 17 as set forth below.

**18. EARLY TERMINATION OF AGREEMENT.**

- a) *Notice of Requirement:* Either party to this Agreement may terminate this Agreement without cause by providing the other party with prior written notice delivered in person or by first class mail no less than one hundred twenty (120) days prior to the effective date of such termination.
- b) *Compensation Upon Early Termination:* In the event of early termination by the District, the District shall compensate PVPSA for all work done by PVPSA and for all costs incurred by PVPSA prior to the effective date of said early termination and in reliance thereon.

**19. PVPSA'S BOARD OF DIRECTORS.**

Attached hereto as Exhibit "C" is a list of PVPSA's Board of Directors showing the category of each member, the agency which is responsible for the selection of certain members, and the names of those persons who are presently acting as such members.

**20. ATTORNEY FEES.**

In case any litigation is commenced with respect to this Agreement, the prevailing party shall be entitled to recover from the other party, in addition to amounts found due and owing, costs of suit and reasonable expenses and fees, including reasonable attorney's fees, incurred by the prevailing party in such litigation, all to be taxed as costs and included in any judgment rendered.

**21. ACCEPTANCE OF AGREEMENT.**

This Agreement will be deemed accepted as written and work will commence upon the execution thereof when signed by the parties hereto. Any modification of or additions to this Agreement must be in writing and must be signed by the parties hereto.

**22. ENTIRE AGREEMENT.**

This Agreement incorporates all of the terms, conditions, restrictions and covenants between the two parties hereto. All prior and/or contemporaneous agreements between the parties hereto are hereby integrated into and included within the terms of this Agreement.

PVUSD/PVPSA Program, Facilities and Services Agreement  
Fiscal Year 2010-11

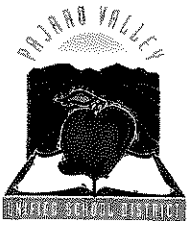
Executed at Watsonville, California on \_\_\_\_\_, 2010.

<b>PAJARO VALLEY UNIFIED SCHOOL DISTRICT</b>	<b>PAJARO VALLEY PREVENTION AND STUDENT ASSISTANCE, INC.</b>
By: _____ Dorma Baker, Superintendent	By: _____ Jenny Sarmiento, Chief Executive Officer
	By: _____ Silvia Diaz, Chief Financial Officer

Pajaro Valley Prevention and Student Assistance

2010-2011 Estimated Contract Summary

Source/Contract	Projected Award	Period	General Objectives	Other Requirements/ Restrictions/Information
Student Assistance Program -- Kids' Korner Elementary and Secondary SAP	\$122,518	7/1/10-6/30/11	Provide elementary and secondary schools with MFT and/or MSW intern counselors, including supervision and training	
<b>PVUSD Subtotal</b>	<b>\$122,518</b>			
Calif. Dept. of Education Tobacco Interventions for High School Aged Youth (TUPE Competitive)	\$99,772	7/1/10-06/30/11	School-based tobacco intervention and prevention program, training, and curriculum	Competitive grant award; expenditure driven.
U.S. Dept. of Education, Grant to Reduce Alcohol Abuse Program (GAAA)	\$367,330	7/1/10-6/30/11	Alcohol abuse prevention program for secondary school students through classroom curriculum, parent education and support groups, counseling services, and community mobilization to reduce alcohol availability	Competitive grant award; expenditure driven.
California Department of Mental Health, Early Mental Health Initiative Program	\$101,692	7/1/10-06/30/11	Early Mental Health Initiative's Primary Intervention Project (PIP) to enhance the social and emotional development of students in grades K-3	Competitive grant award; expenditure driven.
<b>Total:</b>	<b>\$691,312</b>			
<p>PVPSA provides additional resources to PVUSD through other grant awards. These include Community Mental Health, Drug Medi-Cal services and other prevention and intervention services. (\$1,521,607)</p>				



# Board Agenda Backup

Item No: 12.2

**Date:** August 11, 2010

**Item:** Approval of Proposed Job Description – District Student Attendance Information Specialist

**Overview:** The District Student Attendance Information Specialist is being presented as a revised job description in order to expand the duties of the current position. The job description that currently exists does not match the duties needed by the department.

This job description was approved by the Personnel Commission on July 22, 2010, at salary range 50 on the Classified Employees Salary Schedule, which ranges from \$3,237 to \$4,137/month. This is the same range assigned to the Information Systems Support Technician and Accounting Operations Manager which have duties of similar complexity.

**Recommendation:** It is recommended that the Board approve the proposed job description for the District Student Attendance Information Specialist.

**Funding Source:** General Fund

**Budgeted:** Yes:  No:

**Amount:** \$

**Prepared by:**

\_\_\_\_\_  
Director, Classified Personnel

**Superintendent:**

\_\_\_\_\_





PAJARO VALLEY UNIFIED SCHOOL DISTRICT  
POSITION DESCRIPTION

**Position:** District Attendance Specialist District Student Attendance Information Specialist  
**JOB CODE:**

**Department:** Finance

**Reports To:** Director of Finance

**SUMMARY**

Provides ~~technical~~ highly specialized assistance at the District level by compiling information from student attendance records provided by school sites and departments into District and State mandated reports. Trains and provides work direction to school sites to ~~assure-ensure~~ District and State mandated guidelines are met. Assists the Director of Finance by performing department clerical and accounting support duties. Supports Technology staff and end-users in daily tasks and long-term projects relating to the Student Information System. Works with data integrity to ensure accurate reporting at the district, state, and federal levels. This position performs troubleshooting of Student Information software, provides general data processing support functions, and database management.

**NATURE AND SCOPE**

Under minimal supervision, this position deals with balances, recapitulations, extensions, summaries, and the compilation of fiscal data for reports in which District revenues are impacted. Develops statistical reports and provides direction to ensure accurate record maintenance necessary for compliance with California State Education Code. The incumbent will provide training to responsible site personnel and perform audits of site records. Provides a highly specialized form of customer service to end users in the use of Student Information Systems. The incumbent of this position facilitates and conducts formal training of small and large groups in the Student Information System. Duties involve a specialized level of database support. Exercises independent judgment to analyze and resolve problems or develop solutions. Volume of work is high and requires the ability to prioritize projects to meet users' needs. Must be able to handle frequent, usually specialized, interactions with others inside the organization in a knowledgeable and professional manner.

**DISTINGUISHING CHARACTERISTICS**

The District Student Attendance Information Specialist represents a senior level non-management classification for the career ladder in the accounting/fiscal series, performing specialized record keeping and database management. A District Student Attendance Information Specialist serves as a team leader for the school site Attendance Specialists. This is a technically-oriented record-keeping position in the accounting support series. Distinguishing characteristics include the ability to perform. The incumbent in this position must conduct extensive research of California Education Code in relation to attendance and compliance issues. The position requires the ability to record transactions into a computerized database-accounting system and analyzes information for required reports. Typically, employees assigned to school site attendance or entry level accounting positions may promote to this position.

**ESSENTIAL TYPES OF DUTIES (Examples) Duties may include but are not limited to the following:**

- Audits, coordinates and maintains appropriate attendance activities, data and information from school attendance offices, including special schools and programs in order to compile a variety of monthly and annual attendance reports as required to satisfy a variety of District, State, and Federal reporting requirements of a complex nature.
- Serves as a liaison between the sites and the County Office of Education, California Department of Education and independent auditors.

Effective: \_\_\_\_\_ Classification Study of 2007 (year 1)

- Prepares monthly attendance, enrollment and weekly Class Size Reduction (CSR) reports for Program Directors and Administrators to assist with maintaining staffing requirements as prescribed by laws and program requirements. Monitors instructional minutes and kindergarten retention compliance with California State Education Code.
- Develops multiple attendance calendars for monthly reporting.
- Confers with District schools and other agencies regarding attendance accounting procedures.
- Trains and orients new employees on applicable regulations and procedures (school sites). Coordinates the development and implementation of computer system reports from Student Information System in conjunction with the Technology Department. Organizes individual and group trainings.
- Makes recommendations for improving procedures.
- Reviews all purchase requisitions for proper coding and budget.
- Performs clerical support duties, such as preparing department mail, supply orders, purchase requisitions, filing, correspondence, and makes travel arrangements for department.
- Receives and responds to problem reports and requests for information regarding usage of Student Information System.
- Responsible for help desk calls concerning Student Information System. Documents help desk calls and solutions.
- Performs specialized database functions related to relational databases and ensures data integrity and capacity for growth.
- Performs other related duties as required to carry out the objectives of the position.

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**QUALIFICATIONS**

**Knowledge and Skills:** Requires strong record keeping, office organization and clerical skills. Must have advanced computer skills including working knowledge of spreadsheet, word processing, and database management application systems. Requires a thorough knowledge of the attendance reporting procedures and regulations. Understanding of basic accounting procedures is necessary. Incumbent must have a thorough understanding of applicable District policies and procedures and State Education Codes in relation to attendance and compliance issues. ~~Requires above average communication skills sufficient to interact in both formal and informal settings.~~ Requires extensive knowledge of California Education Code in relation to attendance and compliance issues. Requires advanced knowledge to coordinate very technical support processes and extensive knowledge with Student Information System software. Requires sufficient communication skills to deliver instruction to small and large groups.

**Abilities:** The position requires the ability to record transactions into a computerized database accounting system and to analyze information for required reports, as well as ~~Requires the ability to compile and analyze financial and statistical data.~~ ability to analyze a variety of problems and to develop and apply appropriate solutions. Must be able to plan, organize and control a large school district attendance system consisting of

many diverse programs. Must be able to interpret District and State policies and codes that relate to attendance programs. Must be able to interact with a wide range of formal and informal contacts with discretion, tact and diplomacy. It is essential that the incumbent in this position maintain the confidentiality of student records and information. Must establish and maintain cooperative and effective working relationships with others. Must be able to perform all of the clerical and record keeping duties of the position including operation of computer software programs. Must be able to read, understand and apply information from technical manuals. Must also possess ability to conduct small and large group presentations providing instruction and technical assistance on the use and application of Student Information System software. Must be able to prioritize work in order to meet deadlines and maintain schedules. Requires the ability to effectively communicate with staff 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.

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**Physical Abilities:** Position involves standing, walking, stooping, and occasional carrying and lifting of lightweight materials (up to 20 pounds). May be required to sit for extended periods of time. 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. Requires sufficient arm, hand and finger dexterity in order to operate keyboard, typewriter and other office equipment. Requires visual acuity to read words and numbers and speaking and hearing to communicate in person or over the phone. Must be able to operate a motor vehicle.

**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 July 22, 2010. \_\_\_\_\_

High School diploma or completion of GED and ~~one-two~~ (12) years of college coursework in accounting, bookkeeping, business administration or closely related field. Minimum of ~~two-three~~ (23) years of accounting, ~~or~~ record keeping, or database management experience preferably in a school district.

~~Or~~

High School diploma or completion of GED and ~~three-four~~ (34) years of accounting, ~~or~~ record keeping, or database management experience preferably in a school district.

**Licenses and Certificates:** Must have a valid California driver's license.

**Special Requirements:** Personal reliable vehicle, and auto liability insurance to be able to drive between the district office and school sites.

Approved by Personnel ~~Approved~~Commission: \_\_\_\_\_ 1/18/07 ; 12/18/08; 7/22/10

Approved by Governing Board-Approved: \_\_\_\_\_ 1/31/07; TBD 2010

Effective: \_\_\_\_\_ Classification Study of 2007 (year 1)



## PAJARO VALLEY UNIFIED SCHOOL DISTRICT POSITION DESCRIPTION

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**Position:** District Student Attendance Information Specialist  
**JOB CODE:**

**Department:** Finance

**Reports To:** Director of Finance

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### **SUMMARY**

Provides highly specialized assistance at the District level by compiling information from student attendance records provided by school sites and departments into District and State mandated reports. Trains and provides work direction to school sites to ensure District and State mandated guidelines are met. Assists the Director of Finance by performing department clerical and accounting support duties. Supports Technology staff and end-users in daily tasks and long-term projects relating to the Student Information System. Works with data integrity to ensure accurate reporting at the district, state, and federal levels. This position performs troubleshooting of Student Information software, provides general data processing support functions, and database management.

### **NATURE AND SCOPE**

Under minimal supervision, this position deals with balances, recapitulations, extensions, summaries, and the compilation of fiscal data for reports in which District revenues are impacted. Develops statistical reports and provides direction to ensure accurate record maintenance necessary for compliance with California State Education Code. The incumbent will provide training to responsible site personnel and perform audits of site records. Provides a highly specialized form of customer service to end users in the use of Student Information Systems. The incumbent of this position facilitates and conducts formal training of small and large groups in the Student Information System. Duties involve a specialized level of database support. Exercises independent judgment to analyze and resolve problems or develop solutions. Volume of work is high and requires the ability to prioritize projects to meet users' needs. Must be able to handle frequent, usually specialized, interactions with others inside the organization in a knowledgeable and professional manner.

### **DISTINGUISHING CHARACTERISTICS**

The District Student Attendance Information Specialist represents a senior level non-management classification for the career ladder in the accounting/fiscal series, performing specialized record keeping and database management. A District Student Attendance Information Specialist serves as a team leader for the school site Attendance Specialists. Distinguishing characteristics include the ability to perform extensive research of California Education Code in relation to attendance and compliance issues. Typically, employees assigned to school site attendance or entry level accounting positions may promote to this position.

### **ESSENTIAL TYPES OF DUTIES Duties may include but are not limited to the following:**

- Audits, coordinates and maintains appropriate attendance activities, data and information from school attendance offices, including special schools and programs in order to compile a variety of monthly and annual attendance reports as required to satisfy a variety of District, State, and Federal reporting requirements of a complex nature.
- Serves as a liaison between the sites and the County Office of Education, California Department of Education and independent auditors.
- Prepares monthly attendance, enrollment and weekly Class Size Reduction (CSR) reports for Program Directors and Administrators to assist with maintaining staffing requirements as prescribed by laws and

program requirements. Monitors instructional minutes and kindergarten retention compliance with California State Education Code.

- Develops multiple attendance calendars for monthly reporting.
- Confers with District schools and other agencies regarding attendance accounting procedures.
- Trains and orients new employees on applicable regulations and procedures (school sites). Coordinates the development and implementation of computer system reports from Student Information System in conjunction with the Technology Department. Organizes individual and group trainings.
- Makes recommendations for improving procedures.
- Reviews all purchase requisitions for proper coding and budget.
- Performs clerical support duties, such as preparing department mail, supply orders, purchase requisitions, filing, correspondence, and makes travel arrangements for department.
- Receives and responds to problem reports and requests for information regarding usage of Student Information System.
- Responsible for help desk calls concerning Student Information System. Documents help desk calls and solutions.
- Performs specialized database functions related to relational databases and ensures data integrity and capacity for growth.
- Performs other related duties as required to carry out the objectives of the position.

## **QUALIFICATIONS**

**Knowledge and Skills:** Requires strong record keeping, office organization and clerical skills. Must have advanced computer skills including working knowledge of spreadsheet, word processing, and database management systems. Requires a thorough knowledge of the attendance reporting procedures and regulations. Understanding of basic accounting procedures is necessary. Incumbent must have a thorough understanding of applicable District policies and procedures and State Education Codes in relation to attendance and compliance issues. Requires advanced knowledge to coordinate very technical support processes and extensive knowledge with Student Information System software. Requires sufficient communication skills to deliver instruction to small and large groups.

**Abilities:** The position requires the ability to record transactions into a computerized database accounting system and to analyze information for required reports, as well as ability to analyze a variety of problems and to develop and apply appropriate solutions. Must be able to plan, organize and control a large school district attendance system consisting of many diverse programs. Must be able to interpret District and State policies and codes that relate to attendance programs. Must be able to interact with a wide range of formal and informal contacts with discretion, tact and diplomacy. It is essential that the incumbent in this position maintain the confidentiality of student records and information. Must establish and maintain cooperative and effective working relationships with others. Must be able to perform all of the clerical and record keeping duties of the position including operation of computer software programs. Must be able to read, understand and apply information from technical manuals. Must also possess ability to conduct small and large group presentations

providing instruction and technical assistance on the use and application of Student Information System software. Must be able to prioritize work in order to meet deadlines and maintain schedules. Requires the ability to effectively communicate with staff 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). May be required to sit for extended periods of time. 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. Must be able to operate a motor vehicle.

**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 July 22, 2010.

High School diploma or completion of GED and two (2) years of college coursework in accounting, bookkeeping, business administration or closely related field. Minimum of three (3) years of accounting, record keeping, or database management experience preferably in a school district.

or

High School diploma or completion of GED and four (4) years of accounting, record keeping, or database management experience preferably in a school district.

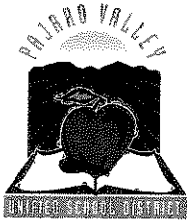
**Licenses and Certificates:** Must have a valid California driver's license.

**Special Requirements:** Personal reliable vehicle, and auto liability insurance to be able to drive between the district office and school sites.

Approved by Personnel Commission: 1/18/07 ; 12/18/08; 7/22/10

Approved by Governing Board: 1/31/07; TBD 2010

**PAJARO VALLEY UNIFIED SCHOOL DISTRICT**



**Board Agenda Backup**

Item No: 12.3

**Date:** August 11, 2010

**Item:** Contract for Assistant Superintendents

**Overview:** The contract for the Assistant Superintendents is being presented. The contracts reflect the following changes:

- All contracts reflect the reduction of 6 days as furlough days.
- All contracts reflect the removal of the clause granting 10 additional days with approval.
- Reduction in salary as a result of the reduction in days.

**Recommendation:** It is recommended that the Board approve the revised contracts.

**Budget Considerations:** N/A

**Funding Source:** General Fund, Charter & Categorical Funds

**Budgeted:** Yes:  No:

**Amount:** \$99,684 – \$119,016

**Prepared By:** Dorma Baker, Superintendent

**Superintendent's Signature:** *Dorma Baker*