



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.

November 17, 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 (4th Floor)
- On our Webpage: www.pvUSD.net

Notice to the Audience on Public Comment

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

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

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

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

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

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
- 2.9 10 Expulsions

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.
- 3.3 Brecek & Young Financial - Teacher of the Month Award
- *Judite Dutra, Radcliff Elementary School*
- 3.4 Brecek & Young Financial – Classified Employee of the Month Award
- *Robin Butterworth, Career Development Specialist*
- 3.5 Tri County Real Estate - Administrator of the Month Award
- *Ian MacGregor, Principal, Cesar Chavez Middle School*
- 3.6 Student Recognition
 - *Anthony Bella – Valencia Elementary School*
 - *Ruby Linette Gonzalez – Mintie White Elementary School*
 - *Martin Ríos-Cárdenas – H.A. Hyde Elementary School*
 - *Olivia McNary – Mar Vista Elementary School*
 - *Ana Alejandra Cardenas – Landmark Elementary School*

4.0 ACTION ON CLOSED SESSION

5.0 APPROVAL OF THE AGENDA

6.0 APPROVAL OF MINUTES

- a) *Minutes of October 27, 2010*

7.0 HIGH SCHOOL STUDENTS BOARD REPRESENTATIVES REPORT

8.0 POSITIVE PROGRAM REPORT

- 8.1 Report and Update on Aptos High Robotics Club Competition Success.
Report by Aptos High Staff and Students.

10 min.

9.0 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.)

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

11.0 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).

- 11.1 Purchase Orders October 21 – November 10, 2010
The PO's will be available in the Superintendent's Office.
- 11.2 Warrants October 21 – November 10, 2010
The warrants will be available in the Superintendent's Office.
- 11.3 Approve with Gratitude Donation from Griselda Renteria of a Refrigerator for the District Office Fourth Floor Lunch Room.
- 11.4 Approve with Gratitude Donation for the Employee Recognition event from the individuals listed on the back up.
- 11.5 Approve New Courses Proposal for Watsonville High School: Introduction to Engineering Design; Principles of Engineering; Engineering Design and Development; and Digital Electronics.
- 11.6 Approve Migrant and Seasonal Head Start Refunding Application: Budget for March 1, 2011 – February 28, 2012.
- 11.7 Approve Award of Contract for Copier Equipment and Service RFP #JL102810-001.

The administration recommends approval of the Consent Agenda.

12.0 DEFERRED CONSENT ITEMS

13.0 REPORT AND DISCUSSION ITEMS

- 13.1 Report and discussion on Adult Education.
Report by Dr. Nancy Bilicich, Director.

15 min.

14.0 REPORT, DISCUSSION AND POSSIBLE ACTION ITEMS

- 14.1 Report, discussion and possible action on Federal Education Jobs Fund – Phase One Allocation.
Report by Brett McFadden, CBO.

10 min.

- 14.2 Report, discussion and possible action on Superintendent's Contract.
Report by Libby Wilson, Board President.

5 min.

14.0 GOVERNING BOARD AND SUPERINTENDENT COMMENTS/REPORTS

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.

		Comment
December	▪ 8 Annual Organization Mtg. (Election Year)	▪ Approve 1 st Interim Report

16.0 ADJOURNMENT

PAJARO VALLEY UNIFIED SCHOOL DISTRICT
CLOSED SESSION AGENDA
November 17, 2010

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

New Hires	
5	Primary Teacher
4	Secondary Teacher
1	Coordinator of Scholarship
New Substitutes	
13	New Substitutes
Rehires	
1	Primary Teacher
Promotions	
1	Accounting Operations Manager
New Hires Probationary	
1	Site Computer Support Technician
Administrative	
	None
Transfers	
	None
Extra Pay Assignments	
14	Coaches
1	Athletic Director
Extra Period Assignments	
	None
Leaves of Absence	
1	Primary Teacher
4	Secondary Teacher
1	Registrar
1	Instructional Assistant II
1	Custodian II
1	Administrative Assistant
Retirements	
1	Adult Education Teacher

Resignations/Terminations	
1	Primary Teacher
Supplemental Service Agreements	
1	Coordinator Child Development
5	Technology Teacher
1	Presentor
9	Primary Teacher
7	Secondary Teacher
1	PAR Facilitator
Miscellaneous Actions	
2	Instructional Assistant II
2	Instructional Assistant – Migrant Ed
1	Behavior Technician
1	Custodian II
1	Lead Custodian II
Separations From Service	
1	Payroll Technician
After School Program	
	None
Limited Term – Projects	
1	Attendance Specialist
1	Behavior Technician
1	Campus Safety Coordinator
1	Custodian II
5	Enrichment Specialists
1	Health Services Assistant
11	Instructional Assistant – Migrant
2	Language Support Liaison
1	Office Assistant II
5	Office Assistant III
1	Office Manager – High School
1	Site Computer Support Technician
2	Translator
1	Warehouse Worker I

Limited Term – Substitute	
1	Cafeteria Assistant
2	Instructional Assistant II
2	Instructional Assistant – Migrant
1	Office Manager
1	Registrar
1	Site Computer Support Technician
Exempt	
6	Babysitter
1	Club Live Advisor
1	Spectra Artist
7	Student Helper
1	Yard Duty
Provisional	
3	Behavior Technician
1	Office Assistant III
1	Testing Specialist



October 27, 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

New Hires	
7	Primary Teachers
4	Secondary Teachers
1	TOSA
New Substitutes	
15	Substitutes
Rehires	
1	Secondary Teacher
Promotions	
	None
New Hires Probationary	
1	Instructional Assistant I
1	Library Media Technician
2	Maintenance Specialist
6	Office Assistant III
Administrative	
	None
Transfers	
2	Primary Teacher

Extra Pay Assignments	
24	Department Chair
4	Athletic Director
Extra Period Assignments	
5	Secondary Teacher
Leaves of Absence	
1	Primary Teacher
2	Secondary Teacher
1	Administrative Secretary II
1	Instructional Assistant II
Retirements	
	None
Resignations/Terminations	
	None
Supplemental Service Agreements	
1	Speech Therapist
1	Special Services Teacher
16	Data Team Leaders
36	Primary Teacher
17	Secondary Teacher
1	Nurse
Miscellaneous Actions	
1	Administrative Secretary II
1	Administrative Secretary III
1	Behavior Technician
2	Cafeteria Assistant
2	Campus Safety Coordinators
1	Instructional Assistant II
	None
Separations From Service	
	None
After School Program	
36	Primary Teacher
96	Secondary Teacher
Limited Term – Projects	
8	Campus Safety Coordinators

1	Career Development Specialist I
1	Custodian II
10	Enrichment Specialist
1	Health Services Assistant
19	Instructional Assistant – General
2	Instructional Assistant I
2	Instructional Assistant – Migrant
2	Language Support Liaison
1	Library Media Technician
1	Office Assistant I
4	Office Assistant III
1	Instructional Assistant – Migrant
4	Office Assistant II
10	Office Assistant III
1	Site Computer Support Technician
Limited Term – Substitute	
1	Bus Driver
1	Cafeteria Assistant
1	Delivery Driver
1	Instructional Assistant II
1	Office Assistant II
Exempt	
4	Babysitter
3	Migrant Outside Work Experience
1	Spectra Artist
4	Student Helper
3	Yard Duty
Provisional	
1	Instructional Assistant II
1	Office Assistant III

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 9 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 7:04 pm.

3.1 **Pledge of Allegiance**

Trustee Keegan 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.

3.3 **Breck & Young Financial - Teacher of the Month Award**

- Michael Pushnik – Mar Vista Elementary School

Chris Hertz, Mar Vista Principal, introduced Mr. Pushnik and stated that he was proud of the work that he and all staff at his site do.

Jacob Young of Breck & Young was present and commented on how nominees are selected. He mentioned that Mr. Pushnik's nomination illustrates how some teachers go above and beyond their duties.

Mr. Pushnik stated that he enjoys teaching kids very much and thanked the Board for the recognition.

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 Certificated Employees report as presented. Trustee Keegan seconded the motion. The motion passed 6/0/1 (Yahiro abstained).

b. Classified Employees

Trustee Nichols moved to approve the Classified Employees report as presented. Trustee Keegan seconded the motion. The motion passed 6/0/1 (Yahiro abstained).

2.9 **8 Expulsions**

Action on Expulsions

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

10-11-007

Trustee Keegan seconded the motion. The motion passed 6/0/1 (Yahiro abstained).

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

10-11-008

Trustee Keegan seconded the motion. The motion passed 6/0/1 (Yahiro abstained).

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

10-11-009

Trustee Keegan seconded the motion. The motion passed 6/0/1 (Yahiro abstained).

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

10-11-010

Trustee Keegan seconded the motion. The motion passed 6/0/1 (Yahiro abstained).

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

10-11-011

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

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

10-11-013

Trustee Keegan seconded the motion. The motion passed 6/0/1 (Yahiro abstained).

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

10-11-017

Trustee Keegan seconded the motion. The motion passed 6/0/1 (Yahiro abstained).

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

10-11-118

Trustee Keegan seconded the motion. The motion passed 6/0/1 (Yahiro abstained).

5.0 APPROVAL OF THE AGENDA

Trustee Yahiro requested moving action item 15.4 after 13.0. Trustee De Rose moved to approve the agenda with the recommended change. Trustee Nichols seconded the motion. The motion passed unanimously.

6.0 APPROVAL OF MINUTES

a) Minutes of October 13, 2010

Trustee De Rose moved to approve the minutes with a change to trustee Keegan's comment under item #14. Trustee Nichols seconded the motion. The motion passed unanimously.

7.0 HIGH SCHOOL STUDENTS BOARD REPRESENTATIVES REPORT

Jessica Stief and Kate Marquez-Sweeney of Aptos High School, Marcela Mendoza and Jesus Velazquez of Renaissance High School, and Guadalupe Aburto and Summer-Grace Lewis of Watsonville High School reported on their school events, activities and sports.

8.0 POSITIVE PROGRAM REPORT

8.1 Positive Impact of Athletics on Student Athletes.

Report by Aptos High Athletic Staff.

10 min.

Mark Hull, teacher at Aptos High School, and students of the volleyball team for the school, presented information on the positive impact that sports have on academic achievement. Students spoke of how their involvement in sports improves their self-esteem as well as their social skills. The group requested that the Board considers reinstating funds for athletics because of the benefits student can reap from being involved in sports.

The Board participated with comments.

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

9.0 PUBLIC HEARING

9.1 Public Hearing on Appointment of the Classified State Employees Association's (CSEA) Representative to the Personnel Commission: Sharon Gray.

Report by Pam Shanks, Director of Classified Personnel.

Pam Shanks reported that CSEA has the authority to nominate their appointee to the Personnel Commission. The Commission is appointing Sharon Gray.

The Board participated with comments.

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

10.0 VISITOR NON-AGENDA ITEMS

Lucia Villarreal, community member and CAFE president, spoke about her opinion about reliable research for English Learners and presented data on dual immersion statistics.

Araceli Castillo, parent, proposed to extend vacation during the winter to help improve attendance and meet the needs of the community. She presented a petition supporting the proposal with 400 signatures from parents.

Janet Fernandez, parent and daycare provider, in favor of extending the winter vacation and perhaps shortening summer.

Dorma Baker, Superintendent, explained the process for setting the calendar and noted that this is the right time to bring issues forward so that they can be considered by the calendar committee.

Kathy Arola, principal at Bradley, spoke of the importance of students visiting their library and the need for Library Media Technicians.

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

Andy Hsia-Coron, PVFT member, commented on negotiations and the intent of the union to restore services to the district with the Federal Education Jobs funds that are available.

Briton Carr, CSEA president, stated that the negotiations team is meeting to go over survey results that show what constituents want to see during negotiations.

Terry Eastman, PVAM president, acknowledged the hard work of teachers, students, administration and support staff of the district. She added that the federal funds should be used strategically to provide help to everyone.

12.0 CONSENT AGENDA

Trustee Keegan moved to approve the consent agenda. Trustee De Rose seconded the motion. The motion passed unanimously.

12.1 Purchase Orders October 7 - 20, 2010

12.2 Warrants October 7 - 20, 2010

12.3 Approve Resolution #10-11-07, Stimulus Contract California Department of Rehabilitation and Special Services Transition Partnership (TPP).

12.4 Approve Migrant and Seasonal Head Start Refunding Application: Goals and Objectives for March 1, 2011 – February 28, 2014.

13.0 DEFERRED CONSENT ITEMS

None.

15.4 Report, discussion and possible action to approve Resolution #10-11-09 Regarding Methyl Iodide.

Report by Dorma Baker, Superintendent.

Dorma Baker noted that the resolution is presented to the Board to support PVFT efforts opposing the use of methyl iodide without further safety research.

Liliana Barrios, teacher, introduced students and stated that she was there to support the students and the community. She stated that this is an agricultural community and the use of the chemical could damage our fields, our campuses and prevent students from moving forward. It is important to do something together so that we can help these students and our community.

Students spoke of their opposition to the use of methyl iodide and had a presentation that discussed the many reasons for the opposition, including the proximity of schools to the fields, the possible disruption to pregnancies, and how it can affect students and their families living close the fields.

Public comment

The following expressed their opposition to the use of methyl iodide: Dvera Saxton, scientist; Andy Hsia-Coron, teacher; Karina Ramirez and Jessica Paniagua, of Jovenes Sanos; Jenn Laskin, teacher; Ramiro Medrano of Gear Up; Emmanuel Ballesteros, community member; Nancy Perez, Cabrillo College student; Nayeli Gil, community member; Lizette Bedolla Cruz, Cabrillo College Student; Sal Lua, teacher; and Jason, community member.

Board participated with comments and questions.

Trustee Keegan moved to approve the resolution with the following changes: make the resolution from the Board of Education, excluding PVFT from the wording, and note that PVUSD will encourage district employee organizations to join in the effort. Trustee Nichols seconded the motion.

The board continued their comments and questions.

The motion passed unanimously.

14.0 REPORT AND DISCUSSION ITEMS

14.1 Report and discussion on Human Resources Annual Report.

Report by Albert Roman, Assistant Superintendent, Human Resources.

Albert Roman introduced the annual report and noted that how it is connected to the adopted Comprehensive Accountability Framework. The information presented was related to the 2009-10 school year.

Pam Shanks, Director of Classified Staff, described the hiring and recruitment processes. She also spoke about classifications studies and what it involves. She mentioned the employee recognition event, which is due to take place soon, noting that there will be 763 employees recognized.

Krisi Jud, HR Coordinator, spoke about compliance issues in credentialing, first aid, drug testing, professional growth, tuberculosis tests, fingerprinting, and management training in Sexual Harassment. She also spoke about the large substitute teacher system, the complicated leave of absence and separation from employment processes, as well as workers compensations program..

Lee Takemoto, Director of Certificated Staff, spoke about the layoff and reemployment process, labor relations in working through unionized employment situations, and intra- and inter- district transfers.

14.2 Report and discussion on The New Student Services Department – After School Programs.

Report by Joe Trautwein, Extended Learning Director.

Joe Trautwein introduced the team that came to present on the afterschool program. The presentation outlined how the program is aligned to continue assisting students with the work from the regular school day. The team, represented by Stephen Lovell, Ian MacGregor, Jen Bruno, Pancho Rodriguez, Vickie Halloff, and Deanna Young, were present to discuss the various programs and how they all help students do better overall, including academically. The programs include sports, Fitness4Life, which has earned recognition, as well as tutoring opportunities. The afterschool programs works with \$60 million in state and federal funding; there are about 5,000 students enrolled in the program and 82% fall below poverty line.

Trustee Nichols left the meeting at 9:40 pm.

Dr. Andria Fletcher, a Chief Consultant for afterschool programs, attested to the effectiveness of the program at PVUSD and spoke of the dedication that she has witness from staff and students. She agreed that the alignment with the regular program is great.

Board participated with comments.

Trustee Osmundson left the meeting at 10:20 pm.

Public comment:

Steve Bean, Director for The center for Youth Success, spoke of the collaboration with the afterschool program from 5th through 12th grades; they provide tools for creating and producing technology with students.

Bill Beecher, community member, commented that with about 25% of students in the afterschool program PVUSD has an opportunity to work with those students with tutoring programs. He asked about who approves the \$11 million in funds for the program.

Trustee Turley moved to extend meeting to midnight. Trustee De Rose seconded the motion. The motion passed 5/0/2 (Osmundson and Nichols absent).

14.3 Report and discussion on Purchasing Practices and Procedures.

Report by Rich Buse, Purchasing Director.

Rich Buse reported on the purchasing services division, which includes Purchasing, Mailroom/Reception, Warehouse, and the Printshop; there are 9 employees serving in the division. He commented on each of the subdivision's responsibilities. Purchasing processes about 6,000 purchase orders a year, which are for school and office supplies, equipment, and other services. He commented on the information on the website, on what vendors can expect when they request information. Rich concluded on how the Purchasing department helps advance the district through effective work practices.

The board participated with questions and comments

14.4 Report and discussion on Federal Education Jobs Fund.

Report by Brett McFadden, CBO.

Brett McFadden reported on the district's overall fiscal situation. The state budget, he noted, was signed with over two-thirds of the funds counting on one-time savings as well as optimistic revenue assumptions; this caused staff dealing with school budgets to be cautious in fiscal decisions. Brett gave an overview of the federal education jobs fund and the allocation for the district is as follows: \$3.28 million are for Kindergarten through adult positions and \$0.28 is available for 5 of the 6 charter schools. These funds must be completely spent by September 2012. These funds are intended to retain existing employees, recall or rehire former employees, hire new staff, or reduce furlough days. It is

dedicated to personnel who provide “school-level” educational and related services. The funds require a significant amount of documentation and reporting. At this time, Brett noted, the district is interested in seeking input from the stakeholders to see what the priorities are.

Public comment:

Elaine Legorreta, principal, spoke about the need for extra custodial help so that schools can be properly maintained.

Terry Eastman, principal, on behalf of PVAM, the funds are meant to give jobs back and should be used where it would help the most.

Josefina Castellon, teacher, stated that the district should use the funds as soon as possible this year; it is good for the community and it is meant to put people back to work.

Lowell Hearst, former teacher, supports the funds be used to promote curriculum in agriculture.

Jack Carroll, teacher, stated that the presentation was encouraging but that he felt the district was stalling in the use of funds.

Board participated with comments and questions.

15.0 REPORT, DISCUSSION AND POSSIBLE ACTION ITEMS

15.1 Approve CSEA’s Representative to the Personnel Commission: Sharon Gray *Report given under item 9.1.*

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

15.2 Report, discussion and possible action to approve Revision to Job Description for Human Resources Specialist.

Report by Albert Roman, Assistant Superintendent, Human Resources.

Trustee Turley moved to approve the revision to the job description. Trustee Keegan seconded the motion.

The board participated with comments.

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

15.3 Report, discussion and possible action to approve New Job Description: Student Services Specialist.

Report by Albert Roman, Assistant Superintendent, Human Resources.

Albert Roman explained that this new classified non-management job description bring three large programs together and gives guidance to all sites. This technical-level position will serve as a hub for the three departments. The position was approved by the Personnel Commission at rate 46.

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

The board participated with questions.

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

14.0 GOVERNING BOARD AND SUPERINTENDENT COMMENTS/REPORTS

None.

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.

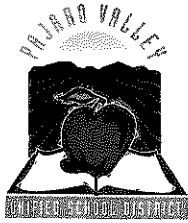
		Comment
November	▪ 17	▪
December	▪ 8 Annual Organization Mtg. (Election Year)	▪ Approve 1 st Interim Report

16.0 ADJOURNMENT

There being no further business to discuss, the meeting of the Board was adjourned at 11:50 pm.

Dorma Baker, Superintendent

PAJARO VALLEY UNIFIED SCHOOL DISTRICT



Board Agenda Backup

Item No: 8.1

Date: November 17, 2010

Item: Report and Update on Robotics Club Competition Success

Overview: Robotic Team at AHS competed at the 2010 MATE International ROV competition in Hawaii during June of 2010 after winning first place at the Monterey Bay Regional ROV competition. The team took 3rd place overall against other regional high school winners from around the world. The team will share their experience at the competition and be open to dialogue with the board about the Robotics club at AHS.

Recommendation: Report and discussion item only.

Budget Considerations:

Funding Source:

Budgeted: Yes: ☐ No: ☐

Amount: \$

Prepared By: _____

Superintendent's Signature: _____

Dorinda Bask



PAJARO VALLEY UNIFIED SCHOOL DISTRICT



Board Agenda Backup

Item No: 11.3

Date: November 17, 2010

Item: Approve with gratitude donation of a Refrigerator with an approximate value of \$50.

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): Dorm Bst



**Pajaro Valley Unified School District
Purchasing Department**

294 Green Valley Road
Watsonville, California 95076
Office: (831) 786-2195 Fax: (831) 728-6922

November 17, 2010

Griselda Renteria
82 Arroyo Drive
Watsonville, CA. 95076

Dear Ms. Renteria,

The Board of Trustees of the Pajaro Valley Unified School District formally accepted your kind donation to the District.

The Board and Superintendent join me in thanking you for your generous contribution and for becoming a partner in the education of our children.

For IRS purposes, we document that no goods or services were provided in exchange for this gift.

Thanks again for your generous support.

Best wishes,

Rich Buse
Director of Purchasing



Board Agenda Backup

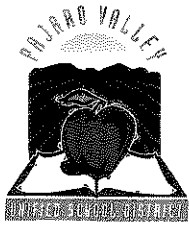
Item No: 11.4

Date: November 17, 2010**Item:** Approve with gratitude donations for the Employee Recognition Event from the following individuals, businesses, school sites and departments.

Adult Education	Jose Mendoza
Alianza	Jostens
Alicia Jimenez	Keenan & Associates
Allstate	Landmark Elementary
Amesti Elementary	Little
Analila Jimenez	Little – Dan Robinson
Ann Soldo Elementary	Little – Ron Peters
Annie Glass	Lozano Smith
AVCI	MacDonalds
Board of Trustees	Mar Vista Elementary
Bradley Elementary	Martinelli's Cider
Breck & Young Financial	Monterey Bay Systems
Brendt D. Carlson, M.D.	Ohlone Elementary
Cabinet	Pacific Coast Charter School
Campos Real Estate – Becky Campos	Pajaro Middle School
Campos Real Estate – Rose Kajisa	Palace Arts
Campos Real Estate – John Skillicorn	Pascale Wowak Photography
Cassidy's Pizza	Personnel Commission
Ccoastsearch.com-Elvia Torres-Martinez	Pico Preschool
Cowboys Corner Café	Pump'd
CSEA	PVFT
Doug Keegan	Robb Mayeda-Educational Consultant
Driscoll's	Shanks Painting
Finance	Special Education
First Alarm	Technology Department
Food Services	Transportation Department
Freedom Bakery	Tri-County Real Estate-Kim Turley
Freedom Elementary	Tumbling Tutor
Global Attractions	United Way
Healthy Start	Valencia Elementary
Hector's Mexican Bakery	Watsonville High School
Human Resources Department	Watsonville Charter School of the Arts

Prepared by: Pam Shanks, Human Resources Director**Superintendent's
Signature:**

PAJARO VALLEY UNIFIED SCHOOL DISTRICT



Board Agenda Backup

Item No: 11.5

Date: November 17, 2010

Item: New Course Proposals – Watsonville High School Engineering Technology (E-Tech) Academy. First Reading.

Overview: Each year the high schools may propose new courses. Proposed courses go through a process which includes approval by the administration and the principal's leadership group. New courses at WHS go through the site's leadership team – Cabinet. Cabinet is comprised of Department Chairs, Smaller Learning Community representatives and the site administrators. The four courses being submitted for review and approval are all within the site's newest academy, E – Tech. E – Tech includes teachers in Industrial Technology, Mathematics, English and Science. E Tech is the only academy where Mathematics is part of the sequence of courses. The four courses being proposed are as follows:

Introduction to Engineering Design – This is the introductory course to principles of Engineering and is open to 9th, 10th and 11th graders. The E Tech Academy begins in the 10th grade so this course will also serve as an opportunity for all students who meet the requirements to be exposed to engineering at a young age, the 9th grade! This course was designed by Project Lead the Way. Project Lead the Way is a national organization dedicated to the design and implementation of Engineering programs for high school students.

Principles of Engineering – This course is the second course from Project Lead the Way and is foundational to the E – Tech Academy, open to students in the 10th and 11th grade. E Tech teachers have had the benefit of professional development from Project Lead the Way staff.

Engineering Design and Development – This is the capstone course from Project Lead the Way (PLTW) and is central to the development of specific Career Technical Education skills for post secondary opportunities and the work force. This course is for seniors in the E Tech Academy.

Digital Electronics – This course, open to 11th and 12th graders revolves around the learning of the logic of electronics as students design, test and construct circuits and devices. This is the third course from Project Lead the Way and fulfills the California Partnership Academy of inclusion of a CTE (Career Technical Education) course as part of the continuum within an academy.

Rationale – The E – Tech Academy is the seventh fully funded CPA academy at Watsonville High affording all 10th, 11th and 12th graders to be part of a California Partnership Academy. The academies provide a coordinated focus of the curriculum with a career path as a central theme. The E Tech Academy began receiving funding from their successful grant application conducted last year. They also have additional planning and implementation resources with Arches and the National Academy Foundation. Arches, founded by our former County Superintendent, Diane Siri, is dedicated to the support of engineering learning opportunities for high school students. Engineering has an excellent future in our economy and the final approval of these four new courses will offer tremendous learning opportunities for the students at Watsonville High School.

Recommendation: This is the first reading of these four new courses. It will be the recommendation that the board approve these four courses at the next board meeting so they can be included on the list of course offerings for WHS.

Budget Considerations:

Funding Source: The funding for these courses will come from funding from the CPA grant and Arches.

Budgeted: Yes: ☐ No: ☐

Amount: \$

Prepared By: Murry Schekman

Superintendent's Signature: Dormin Bat

WHS

New Course Proposal

The attached two-page form is the current District level requirement for a new course proposal. Please see that the appropriate information is complete for Governing Board review and action. Further, there is some information that the WHS Cabinet requests as well as the completed district form. The needed Cabinet information is within the box below.

You are welcome to fill-in the WHS requested information on this sheet and attach it to your proposal outline. Please have enough copies for your WHS Cabinet presentation.

Course Title: Introduction to Engineering Design (IED)
(18 spaces for computer entry abbreviation)

Author(s) of this proposal: Cheryl Romo

Graduation requirement or elective status: Elective Grade levels: 9-11

What WHS graduation requirement does this course fulfill? Elective Credit*

If this is a UC/CSU A-G course, which letter requirement does it fulfill? G
☐ Honors ☐ AP

Who is the department member responsible for completing the UC A-G paperwork? n/a

Maximum credit that can be earned ? 10 units

Prerequisites: none

Course duration: 1 year

Source(s) of money to support course: ARCHES/CPA Grants

Number of your department members voting in favor of this course- expressed as a fraction over total department membership -

Anticipated start-up costs:

- Textbook n/a _____ copies @ \$ _____ = _____
- Other/supplies necessary for minimal "start -up" ☐ please specify
 - Site License for AutoCAD software: \$3,195
 - Materials and supplies: about \$1,000 (\$250.00 consumables)
- Other known costs: Training: \$2,040 per teacher

Impact on the master schedule from your perspective:
(What is the prospective population pool that will enroll in this course?)

Freshmen and ETech Sophomores

ETech students are currently placed in an ROP elective, the "Wheel" or CAD.

*PLTW is currently working with UC to make this a Fine Arts elective credit.

PAJARO VALLEY UNIFIED SCHOOL DISTRICT

Division of Secondary Education

NEW COURSE PROPOSAL – HIGH SCHOOL

from Watsonville High School

(Please use this format in proposing new courses or revising courses already approved)

School: Watsonville High Date: October 11, 2010

Proposer: Cheryl Romo Department: ETech IT/Fine Arts

Title of Proposed Course: Introduction to Engineering Design (IED)

I. STATEMENT OF NEED

This is an introductory course from Project Lead The Way (PLTW) in the significant program of study for the Engineering and Technology Academy (ETech), fulfilling the California Partnership Academy (CPA) Ed Code 54692:

- a. Encourages academic subjects within the Academy program to be A-G approved, whenever possible and appropriate.
- b. Gives specific direction and definition to the career technical education sequence of courses provided within the Academy program. This definition aligns with the Perkins definition of a "program of study", and it requires the following:
 - i. CTE in high skill occupations of regional and local economic need
 - ii. Skill development in occupations that lead to higher than minimum level wages
 - iii. Sequence of courses that build upon each other and end in a capstone course with an internship component
 - iv. Preparation for employment and postsecondary education
 - v. Links to certificate and degree programs when possible
 - vi. Preparation for industry-recognized certifications when possible
 - vii. CTE courses that also meet A-G requirements when appropriate and possible

II. STUDENTS INVOLVED

- a. Grade levels 9 and 10
- b. This is a pre-engineering course that is hands-on, computer-based, project-based and student-centered around learning the fundamental design processes in engineering.

III. PREREQUISITES

none

IV. STAFF REQUIRED

Formula or special funding

Include a statement regarding the support and on-going success of ELL students in this course.

V. PROGRAM LENGTH AND CREDIT

- a. One year course, 10 units

- b. Elective course credit (PLTW is working with UC to make this a Fine Art credit.)

VI. OBJECTIVES

- General – Using 3D computer modeling software, students learn the design process and solve design problems for which they develop, analyze, and create product models.
- Behavioral – see “Performance Objectives” on attached course outline.
- Frameworks – State how the course contributes to the continuum of skills outlined in the appropriate district framework, State Framework and/or State Standards.

VII. COURSE OUTLINE

See attached Detailed Outline

VIII. TEACHING METHODS INVOLVED

The primary method of instruction is teacher as coach/facilitator.

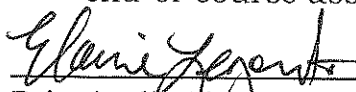
IX. INSTRUCTIONAL MATERIALS AND EQUIPMENT

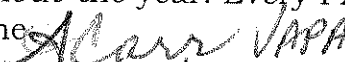
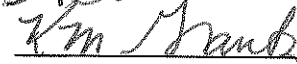
The course uses AutoCAD software, hence requires a computer lab, and the following materials:

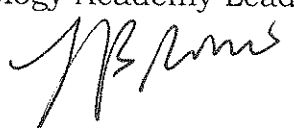
3/4" Square Wooden Craft Blocks
20cc Syringe only Luer-Lok
1/8" ID Flexible Tubing
1/8" Connectors and splitter for tubing. T style and three way style Set of 5 Connectors for Two Users
Flight of the Gossamer Condor DVD. Include public performance license.
The Films of Charles and Ray Eames - Volume 4 DVD. Includes public performance license.
Nightline: The Deep Dive DVD
X-Acto Display Board Plus, 36" x 48" White
Royal Brites Poster Boards, 22" x 28" White pack of 10

X. EVALUATION

Students are required to complete several projects on the computer and 3D models that can be evaluated throughout the year. Every PLTW course has an end-of-course assessment done on-line.


Principal's Signature



Department Chairperson's Signature
Engineering & Technology Academy Lead



Director of Curriculum's Signature

CHECK LIST: PROCESS FOR COURSE PROPOSAL

In proposing a high school course, any course, the following steps should be taken:

- _____ 1. General outline of course initiated by high school department.
- _____ 2. Administrator of school contacts Director of Curriculum who organizes a committee of representatives of the three high schools. Committee reviews, revises and recommends to the District Management Team and District Curriculum Committee.
- _____ 3. Management Team Recommends to Governing Board.

2/2/16

Revised 9/14/86

Revised 10/1/86

Revised 10/18/00

Revised 2/21/01

WHS

New Course Proposal

The attached two-page form is the current District level requirement for a new course proposal. Please see that the appropriate information is complete for Governing Board review and action. Further, there is some information that the WHS Cabinet requests as well as the completed district form. The needed Cabinet information is within the box below.

You are welcome to fill-in the WHS requested information on this sheet and attach it to your proposal outline. Please have enough copies for your WHS Cabinet presentation.

Course Title: Principles of Engineering (POE)
(18 spaces for computer entry abbreviation)

Author(s) of this proposal: Cheryl Romo

Graduation requirement or elective status: Elective Grade levels: 10-11

What WHS graduation requirement does this course fulfill? Elective Credit*

If this is a UC/CSU A-G course, which letter requirement does it fulfill? G
☐ Honors ☐ AP

Who is the department member responsible for completing the UC A-G paperwork? n/a

Maximum credit that can be earned ? 10 units

Prerequisites: Algebra

Course duration: 1 year

Source(s) of money to support course: ARCHES/CPA Grants

Number of your department members voting in favor of this course- expressed as a fraction over total department membership -

Anticipated start-up costs:

- Textbook n/a _____ copies @ \$ _____ = _____
- Other/supplies necessary for minimal "start -up" ☐ please specify
 - Materials and supplies: about \$15,400 (\$200 consumables, yearly)
- Other known costs: Training: \$2,040 per teacher

Impact on the master schedule from your perspective:
(What is the prospective population pool that will enroll in this course?)

ETech Sophomores and Juniors

ETech students are currently placed in an ROP elective, the "Wheel."

*PLTW is currently working with UC to make this Science elective credit.

PAJARO VALLEY UNIFIED SCHOOL DISTRICT
Division of Secondary Education

NEW COURSE PROPOSAL – HIGH SCHOOL
from Watsonville High School

(Please use this format in proposing new courses or revising courses already approved)

School: Watsonville High Date: October 11, 2010

Proposer: Cheryl Romo Department: ETech Science

Title of Proposed Course: Principles of Engineering (POE)

I. STATEMENT OF NEED

This is the second course from Project Lead The Way (PLTW) in the significant program of study for the Engineering and Technology Academy (ETech), fulfilling the California Partnership Academy (CPA) Ed Code 54692:

- a. Encourages academic subjects within the Academy program to be A-G approved, whenever possible and appropriate.
- b. Gives specific direction and definition to the career technical education sequence of courses provided within the Academy program. This definition aligns with the Perkins definition of a "program of study", and it requires the following:
 - i. CTE in high skill occupations of regional and local economic need
 - ii. Skill development in occupations that lead to higher than minimum level wages
 - iii. Sequence of courses that build upon each other and end in a capstone course with an internship component
 - iv. Preparation for employment and postsecondary education
 - v. Links to certificate and degree programs when possible
 - vi. Preparation for industry-recognized certifications when possible
 - vii. CTE courses that also meet A-G requirements when appropriate and possible

II. STUDENTS INVOLVED

- a. Grade levels 10 and 11
- b. This is a pre-engineering course that is hands-on, computer-based, project-based and student-centered around learning the principles of engineering.

III. PREREQUISITES

Algebra 1

IV. STAFF REQUIRED

Formula or special funding

Include a statement regarding the support and on-going success of ELL students in this course.

V. PROGRAM LENGTH AND CREDIT

- a. One year course, 10 units
- b. Elective course credit (PLTW is working with UC to make this a Science elective credit.)

VI. OBJECTIVES

- a. General – Students explore technology systems and engineering processes to find out how math, science, and technology help people.
- b. Behavioral – see “Performance Objectives” on attached course outline.
- c. Frameworks – State how the course contributes to the continuum of skills outlined in the appropriate district framework, State Framework and/or State Standards.

VII. COURSE OUTLINE

See attached Detailed Outline

VIII. TEACHING METHODS INVOLVED

The primary method of instruction is teacher as coach/facilitator.

IX. INSTRUCTIONAL MATERIALS AND EQUIPMENT

Requires a computer lab, and the following materials:

Balsa sticks (1/4 x 1/8 x 36 in.)
8" Zip / cable ties
Masonry line
Washers or swivel sinkers 20g / .75 oz.
Straight 2 x 4 x 8 ft.
Brick
12 x 12 in. peg board or other surface for mounting the hydraulic device
1 in. S hooks
2 ft plumbers chain (links should be about 0.75 in. tall)
fischertechnik® Principles Of Engineering Kit
fischertechnik® Pneumatic Upgrade Kit
fischertechnik® Alternative Energy Kit
Structural Stress Analyzer 1000-complete with safety enclosure, windows based software and manuals
Tensile Test Adapter
Tensile Test Sample, Aluminum
Purchase either #1247 or #1240, not both.

Tensile Test Sample, Brass Purchase either #1248 or #1245, not both.
10mm syringes
20mm syringes
35mm syringes
1/8in. vinyl tubing
Alloy Free Cutting Round Aluminum Rod 1/4" Diameter, 6' Lengths #6061 T6 Purchase either #1240 or #1247, not both.
Alloy Free Cutting Round Brass Rod 1/4" Diameter, 6' Lengths, #CDA360 Purchase either #1245 or #1248, not both.
Improved-Strength Basic Aluminum Ball (Alloy 3003) 1/2" Diameter
Low-Carbon Steel Ball 1/2" Diameter, Grade 1000
Clear Extruded Acrylic Ball 1/2" Diameter
Hardwood Ball 1/2" Diameter
LED 3mm 645nm RED DIFF LOW CURR 1.6V
LED 3mm 585nm YLW DIFF LOW CURR 1.8V
LED 5mm 565nm GRN DIFF LOW CURR 1.9V
LED 3.2mm 610nm ORANGE TRANSP 2V
LED 3mm DL FLANGE ALINGAP AMB/YW 2.05V
Push/Pull Type Spring Scale Set. Includes one each of 250 g, 500 g, 1 kg, 2 kg, 3 kg, and 5 kg.
LogTag Complete Starter Kit - Includes (6) Temperature Data Logger, Software and Docking Station (USB) - Includes Shipping
9V Battery Snaps
Alligator Clips Leads
Spring Scale WW47181M04
1.5-3V DC Metal Gear Motor (See Fuel Cell Technology Project)
Truss Tester
Thermodynamics Heat Box
Fishing Snap Swivels
AA Batteries
AA Plastic Battery Holder
Bucket or container for submerging syringes

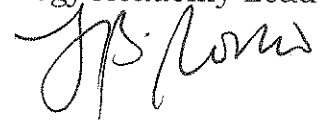
X. EVALUATION

Students are required to complete several projects on the computer and 3D models that can be evaluated throughout the year. Every PLTW course has an end-of-course assessment done on-line.


Principal's Signature


Department Chairperson's Signature
Engineering & Technology Academy Lead

Director of Curriculum's Signature



CHECK LIST: PROCESS FOR COURSE PROPOSAL

In proposing a high school course, any course, the following steps should be taken:

- _____ 1. General outline of course initiated by high school department.
- _____ 2. Administrator of school contacts Director of Curriculum who organizes a committee of representatives of the three high schools. Committee reviews, revises and recommends to the District Management Team and District Curriculum Committee.
- _____ 3. Management Team Recommends to Governing Board.

2/2/16
Revised 9/14/86
Revised 10/1/86
Revised 10/18/00
Revised 2/21/01

WHS

New Course Proposal

The attached two-page form is the current District level requirement for a new course proposal. Please see that the appropriate information is complete for Governing Board review and action. Further, there is some information that the WHS Cabinet requests as well as the completed district form. The needed Cabinet information is within the box below.

You are welcome to fill-in the WHS requested information on this sheet and attach it to your proposal outline. Please have enough copies for your WHS Cabinet presentation.

Course Title: Engineering Design and Development (EDD)
(18 spaces for computer entry abbreviation)

Author(s) of this proposal: Cheryl Romo

Graduation requirement or elective status: Elective Grade levels: 12

What WHS graduation requirement does this course fulfill? Elective Credit*

If this is a UC/CSU A-G course, which letter requirement does it fulfill? D*

☐ Honors ☐ AP

Who is the department member responsible for completing the UC A-G paperwork? n/a

Maximum credit that can be earned ? 10 units

Prerequisites: Algebra 2 or concurrently

Course duration: 1 year

Source(s) of money to support course: ARCHES/CPA Grants

Number of your department members voting in favor of this course- expressed as a fraction over total department membership -

Anticipated start-up costs:

- Textbook n/a _____ copies @ \$ _____ = _____
- Other/supplies necessary for minimal "start-up" ☐ please specify
 - Materials and supplies: \$3,000 consumables, yearly
- Other known costs: Training: \$2,040 per teacher

Impact on the master schedule from your perspective:

(What is the prospective population pool that will enroll in this course?)

ETech Seniors

*PLTW is currently working with UC to make this Lab Science elective credit.

PAJARO VALLEY UNIFIED SCHOOL DISTRICT
Division of Secondary Education

NEW COURSE PROPOSAL – HIGH SCHOOL
from Watsonville High School

(Please use this format in proposing new courses or revising courses already approved)

School: Watsonville High Date: October 11, 2010

Proposer: Cheryl Romo Department: ETech Science

Title of Proposed Course: Engineering Design and Development (EDD)

I. STATEMENT OF NEED

This is the capstone course from Project Lead The Way (PLTW) in the significant program of study for the Engineering and Technology Academy (ETech), fulfilling the California Partnership Academy (CPA) Ed Code 54692:

- a. Encourages academic subjects within the Academy program to be A-G approved, whenever possible and appropriate.
- b. Gives specific direction and definition to the career technical education sequence of courses provided within the Academy program. This definition aligns with the Perkins definition of a "program of study", and it requires the following:
 - i. CTE in high skill occupations of regional and local economic need
 - ii. Skill development in occupations that lead to higher than minimum level wages
 - iii. Sequence of courses that build upon each other and end in a capstone course with an internship component
 - iv. Preparation for employment and postsecondary education
 - v. Links to certificate and degree programs when possible
 - vi. Preparation for industry-recognized certifications when possible
 - vii. CTE courses that also meet A-G requirements when appropriate and possible

II. STUDENTS INVOLVED

- a. Grade levels 12
- b. This is a pre-engineering course that is hands-on, computer-based, project-based and student-centered around learning engineering design and development.

III. PREREQUISITES

Algebra 2 or taken concurrently

IV. STAFF REQUIRED

Formula or special funding

Include a statement regarding the support and on-going success of ELL students in this course.

V. PROGRAM LENGTH AND CREDIT

- a. One year course, 10 units
- b. Elective course credit (PLTW is working with UC to make this a Lab Science elective credit.)

VI. OBJECTIVES

- a. General – Capstone Course for Seniors
- b. Behavioral – see “Performance Objectives” on attached course outline.
- c. Frameworks – State how the course contributes to the continuum of skills outlined in the appropriate district framework, State Framework and/or State Standards.

VII. COURSE OUTLINE

See attached Detailed Outline

VIII. TEACHING METHODS INVOLVED

The primary method of instruction is teacher as coach/facilitator.

IX. INSTRUCTIONAL MATERIALS AND EQUIPMENT

Requires a computer lab, and the following materials: varies depending on the project selected by teams of seniors.

X. EVALUATION

Completed projects will be evaluated by an advisory board/committee for senior projects. Every PLTW course has an end-of-course assessment done on-line.


Principal's Signature


Department Chairperson's Signature
Engineering & Technology Academy Lead

Director of Curriculum's Signature



CHECK LIST: PROCESS FOR COURSE PROPOSAL

In proposing a high school course, any course, the following steps should be taken:

- _____ 1. General outline of course initiated by high school department.
- _____ 2. Administrator of school contacts Director of Curriculum who organizes a committee of representatives of the three high schools. Committee reviews, revises and recommends to the District Management Team and District Curriculum Committee.
- _____ 3. Management Team Recommends to Governing Board.

2/2/16

Revised 9/14/86

Revised 10/1/86

Revised 10/18/00

Revised 2/21/01

WHS

New Course Proposal

The attached two-page form is the current District level requirement for a new course proposal. Please see that the appropriate information is complete for Governing Board review and action. Further, there is some information that the WHS Cabinet requests as well as the completed district form. The needed Cabinet information is within the box below.

You are welcome to fill-in the WHS requested information on this sheet and attach it to your proposal outline. Please have enough copies for your WHS Cabinet presentation.

Course Title: Digital Electronics (DE)
(18 spaces for computer entry abbreviation)

Author(s) of this proposal: Cheryl Romo

Graduation requirement or elective status: Elective Grade levels: 11-12

What WHS graduation requirement does this course fulfill? Elective Credit*

If this is a UC/CSU A-G course, which letter requirement does it fulfill? G
☐ Honors ☐ AP

Who is the department member responsible for completing the UC A-G paperwork? n/a

Maximum credit that can be earned ? 10 units

Prerequisites: Algebra 2 or concurrently

Course duration: 1 year

Source(s) of money to support course: ARCHES/CPA Grants

Number of your department members voting in favor of this course- expressed as a fraction over total department membership -

Anticipated start-up costs:

- Textbook n/a _____ copies @ \$ _____ = _____
- Other/supplies necessary for minimal "start -up" ☐ please specify
 - Materials and supplies: about \$11,300 (\$1,800 consumables, yearly)
- Other known costs: Training: \$2,040 per teacher

Impact on the master schedule from your perspective:
(What is the prospective population pool that will enroll in this course?)

ETech Juniors and Seniors

*PLTW is currently working with UC to make this Mathematics elective credit.

PAJARO VALLEY UNIFIED SCHOOL DISTRICT
Division of Secondary Education

NEW COURSE PROPOSAL – HIGH SCHOOL
from Watsonville High School

(Please use this format in proposing new courses or revising courses already approved)

School: Watsonville High Date: October 11, 2010

Proposer: Cheryl Romo Department: ETech Mathematics

Title of Proposed Course: Digital Electronics (DE)

I. STATEMENT OF NEED

This is the third course from Project Lead The Way (PLTW) in the significant program of study for the Engineering and Technology Academy (ETech), fulfilling the California Partnership Academy (CPA) Ed Code 54692:

- a. Encourages academic subjects within the Academy program to be A-G approved, whenever possible and appropriate.
- b. Gives specific direction and definition to the career technical education sequence of courses provided within the Academy program. This definition aligns with the Perkins definition of a "program of study", and it requires the following:
 - i. CTE in high skill occupations of regional and local economic need
 - ii. Skill development in occupations that lead to higher than minimum level wages
 - iii. Sequence of courses that build upon each other and end in a capstone course with an internship component
 - iv. Preparation for employment and postsecondary education
 - v. Links to certificate and degree programs when possible
 - vi. Preparation for industry-recognized certifications when possible
 - vii. CTE courses that also meet A-G requirements when appropriate and possible

II. STUDENTS INVOLVED

- a. Grade levels 11-12
- b. This is a pre-engineering course that is hands-on, computer-based, project-based and student-centered around learning digital electronics.

III. PREREQUISITES

Algebra 2 or taken concurrently

IV. STAFF REQUIRED

Formula or special funding

Include a statement regarding the support and on-going success of ELL students in this course.

V. PROGRAM LENGTH AND CREDIT

- a. One year course, 10 units
- b. Elective course credit (PLTW is working with UC to make this a Mathematics elective credit.)

VI. OBJECTIVES

- a. General – Students use computer simulation to learn about the logic of electronics as they design, test, and actually construct circuits and devices.
- b. Behavioral – see “Performance Objectives” on attached course outline.
- c. Frameworks – State how the course contributes to the continuum of skills outlined in the appropriate district framework, State Framework and/or State Standards.

VII. COURSE OUTLINE

See attached Detailed Outline

VIII. TEACHING METHODS INVOLVED

The primary method of instruction is teacher as coach/facilitator.

IX. INSTRUCTIONAL MATERIALS AND EQUIPMENT

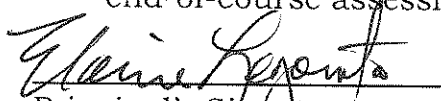
Requires a computer lab, and the following materials:

200-Foot #22 Wire, Solid Red
200-Foot #22, Solid, Blue
200-Foot #22 Wire, Solid, Black
200-Foot Spool #22 Solid Wire, Yellow
Solder Practice Kit
De-Solder Pump
Solder Wick
Magnifying Lens Xlite #RSR060439100
Mini Vise
PLTW/Parallax "Boe-Bot" Microcontroller Robotic Kit, Manuals, Serial Connection with Free USB Adapter
1. Order 4 or less at: \$149.00/each
2. Order 5 or more at: \$134.00/each
Parallax Standard Servo Motor
fischertechnik® Digital Electronics Kit
Random Number Generator Kits
National Instruments Digital Logic Board aka FPGA
Capacitors & Resistors Kit
Integrated Circuits Kit
Green Light Emitting Diode
Red Light Emitting Diode #SR-RLED

Yellow LED
Bi-Color Red (Red/Green)
Stepper Motor 5 Volt, Bipolar #5VDC 350MA
Motor 5 Volt DC, 2mm Shaft
Speaker 2" Dia. 8 Ohm Kelvin #350009
Piezoelectric Buzzer 5 Volt
Logic Probe #B&K DP21
Portable Digital IC Tester. Similar to part no. 01LP1 from Electronics Express
Solderless Breadboard 2.4K TP Co. (1Breadboard per 2 Students)
AA batteries

X. EVALUATION

Students are required to complete several projects on the computer and 3D models that can be evaluated throughout the year. Every PLTW course has an end-of-course assessment done on-line.


Principal's Signature


Department Chairperson's Signature
Engineering & Technology Academy Lead

Director of Curriculum's Signature

CHECK LIST: PROCESS FOR COURSE PROPOSAL

In proposing a high school course, any course, the following steps should be taken:

- _____ 1. General outline of course initiated by high school department.
- _____ 2. Administrator of school contacts Director of Curriculum who organizes a committee of representatives of the three high schools. Committee reviews, revises and recommends to the District Management Team and District Curriculum Committee.
- _____ 3. Management Team Recommends to Governing Board.

2/2/16
Revised 9/14/86
Revised 10/1/86
Revised 10/18/00
Revised 2/21/01

Board Agenda Back-up

Item #

11.6

DATE: November 17, 2010

ITEM: **Migrant & Seasonal Head Start Refunding Application:
Budget for March 1, 2011 – February 28, 2012**

OVERVIEW: The PVUSD Migrant & Seasonal Head Start Program offers comprehensive child development services twelve (12) hours per day, five days per week during the peak agricultural period (May – mid-October). The Program provides child development services in ten (10) center classrooms at five (5) District elementary school sites and also contractually through more than 70 licensed Family Child Care Home Providers. The Program maintains 683 child development slots with a contractual requirement to serve a total of 712 children through child turnover for the 2011 season. A broad range of services are provided to children and families including social services, health, nutrition, mental health, and services for children with disabilities. Parent leaders are involved in key policy and other decision-making processes affecting Program operations. Also, there are many education activities designed to support the role of parents as the primary educators of their children.

Because of changes in the interpretation and/or application of non-federal share ("in-kind") rules, the Program is submitting a request for a partial non-federal share waiver in the amount of \$602,402. This partial waiver request is principally related to the manner in which the value of "donated property" for MSHS center facilities on school-based sites can be determined. The process for requesting this partial non-federal waiver in this refunding application has been coordinated with the grantee.

RECOMMENDATION: Approve the 2011-12 Migrant/Seasonal Head Start Refunding Application Budget.

BUDGET CONSIDERATIONS

Funding Source:

U.S. Department of Health and Human Services via Grantee (Grantee is Central California Migrant Head Start; Stanislaus County Office of Education is grantee fiscal agent)

Budgeted: Yes No
\$5,977,387 federal dollars

Prepared by: Carole L. Clarke, Director, Migrant/Seasonal Head Start Program

Superintendent's Signature

Dorm BCL

CENTRAL CALIFORNIA MIGRANT HEAD START
MIGRANT HEAD START
Basic Funds
March 1, 2011 - February 28, 2012

1

Delegate Agency: Pajaro Unified School District

							Allocated Budget	\$ 5,949,507	\$ 88,848
								\$ 2,237,831	\$ -
6a Personnel	# of Staff	Title	Daily Rate		# of Days	%			
	1	Program Director	\$432.07 /day	x	205 days	x	100%	88,574	
	1	Program Operations Coordinator	\$304.00 /day	x	215 days	x	100%	65,360	
	1	Child Development Coordinator	\$294.47 /day	x	215 days	x	100%	63,311	
	1	Family Child Care Home Coordinator	\$296.23 /day	x	215 days	x	100%	63,689	
	1	Health/Disabilities Coordinator	\$395.93 /day	x	215 days	x	100%	85,125	
	1	Family /Community Services Coordinator	\$287.60 /day	x	205 days	x	100%	58,958	
	1	Nutrition Coordinator	\$287.60 /day	x	66 days	x	100%	18,982	
	2	Parent Involvement Coordinators	\$290.13 /day	x	205 days	x	100%	118,954	
	1	Speech/Language Therapist	\$366.88 /day	x	72 days	x	100%	26,415	
	7	FCCH Specialists	\$172.61 /day	x	142 day	x	100%	171,574	
	5	Site Supervisors	\$199.72 /day	x	133 days	x	100%	132,814	
	2	Infant/Toddler Teachers	\$91.83 /day	x	124 days	x	100%	22,774	
	1	Infant/Toddler Teachers	\$94.07 /day	x	124 day	x	100%	11,665	
	6	Infant/Toddler Teachers	\$96.89 /day	x	124 days	x	100%	72,086	
	1	Infant/Toddler Teachers	\$99.80 /day	x	124 days	x	100%	12,375	
	4	Infant/Toddler Teachers	\$103.68 /day	x	124 days	x	100%	51,425	
	1	Infant/Toddler Teachers	\$105.88 /day	x	124 days	x	100%	13,129	
	2	Infant/Toddler Teachers	\$107.03 /day	x	124 days	x	100%	26,543	
	1	Infant/Toddler Teachers	\$112.94 /day	x	124 days	x	100%	14,005	
	1	Infant/Toddler Teachers	\$117.74 /day	x	124 days	x	100%	14,600	
	2	Infant/Toddler Teachers	\$124.90 /day	x	124 days	x	100%	30,975	
	2	Infant/Toddler Teachers	\$130.48 /day	x	124 days	x	100%	32,359	
	1	Infant/Toddler Teachers	\$170.69 /day	x	124 days	x	100%	21,166	
	2	Preschool Teacher	\$137.19 /day	x	124 day	x	100%	34,023	
	1	Preschool Teachers	\$140.54 /day	x	124 days	x	100%	17,427	
	4	Preschool Teachers	\$143.88 /day	x	124 days	x	100%	71,364	
	1	Preschool Teachers	\$146.34 /day	x	124 days	x	100%	18,146	
	2	Preschool Teacher	\$150.58 /day	x	124 days	x	100%	37,344	
	2	Preschool Teacher	\$182.07 /day	x	124 days	x	100%	45,153	
	32	Teachers (transition)	\$28.36 /day	x	5 days	x	100%	4,538	
	1	Instructional Assistant (Special Needs)	\$84.32 /day	x	118 days	x	100%	9,950	
	2	Instructional Assistants	\$84.32 /day	x	118 days	x	100%	19,900	
	2	Instructional Assistants	\$88.56 /day	x	118 days	x	100%	20,900	
	1	Instructional Assistant	\$93.04 /day	x	118 days	x	100%	10,979	
	3	Instructional Assistants	\$97.76 /day	x	118 days	x	100%	34,607	
	3	Instructional Assistants	\$102.72 /day	x	118 days	x	100%	36,363	
	1	Instructional Assistant	\$107.92 /day	x	118 days	x	100%	12,735	
	5	Parent Ed. Specialists (FSWs)	\$116.16 /day	x	163 days	x	100%	94,670	
	3	Parent Ed. Specialists (FSWs)	\$122.08 /day	x	163 days	x	100%	59,697	
	1	Parent Ed. Specialist (FSW)4hrs	\$55.32 /day	x	163 days	x	100%	9,017	
	3	Parent Ed. Specialists (FSWs)	\$122.08 /day	x	174 days	x	100%	63,726	
	5	Parent Ed. Specialists (FSWs)	\$128.24 /day	x	174 days	x	100%	111,569	
	1	Bilingual Office Assistant II	\$152.02 /day	x	200 days	x	100%	30,404	
	2	Data Entry Specialists	\$154.30 /day	x	215 days	x	100%	66,349	
	1	Administrative Secretary II	\$144.83 /day	x	215 days	x	100%	31,138	
	1	Administrative Secretary III	\$213.79 /day	x	205 days	x	100%	43,827	
	2.5	Custodians I	\$113.36 /day	x	160 days	x	100%	45,344	
	1	Lead Custodian II	\$173.66 /day	x	230 days	x	100%	39,942	
		Custodians (overtime)	\$0.00 /day	x	0 days	x	100%	6,000	
		Child care for meetings	\$8.50 /day	x	1276 days	x	100%	10,846	
		Substitutes	\$88.20 /day	x	397 days	x	100%	35,015	

MIGRANT HEAD START
Basic Funds
March 1, 2011 - February 28, 2012

6b Fringe Benefits

							1	
							\$ 1,447,502	\$ -
Retirement (STRS)	\$ 1,145,042.00	x	8.25%				94,466	
Retirement (PERS)	\$ 904,520.00	x	17.71%				160,163	
Retirement (ARS)	\$ 182,269.00	x	1.33%				2,424	
Retirement (OPEB) Certificated	\$ 274,532.00	x	3.85%				10,577	
Retirement (OPEB) Classified	\$ 500,081.00	x	4.00%				20,028	
OASDI	\$ 1,081,402.00	x	6.2%				67,046	
Medicare	\$ 2,237,831.00	x	1.45%				32,449	
SUI	\$ 2,237,831.00	x	0.30%				6,713	
SUI (LEC)	\$ 1,463,218.00	x	5.54%				81,062	
Workers' Compensation	\$ 2,237,831.00	x	2.40%				53,708	
Health, Dental & Vision Insurance (Including LTD)	\$918,866						918,866	

6c Travel (Out of County)

							\$ 10,500	\$ -
National MSHS Conference, and other national/regional training opportunities (MSPB-TAC 12); may include up to two FCCH Forums	2 staff	x	\$2,000 /person	x	100%		4,000	
Coordinator Training (PITC or other training for content area experts)	3 staff	x	\$800 /person	x	100%		2,400	
California MSHS Coalition Conference	3 staff	x	\$500 /person	x	100%		1,500	
Grantee sponsored Meetings/Training	5 staff	x	\$520 /person	x	100%		2,600	

6d Equipment (Over \$5,000/Unit)

\$ - \$ -

6e Equipment (Under \$5,000/Unit)

\$ 5,000 \$ -

Replacement office equipment	5,000
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6e Supplies

\$ 159,986 \$ -

Classroom (consumables and manipulatives)	180 children	x	\$130 /child	x	100%		23,400	
Furnishings	10 classrooms	x	\$1,000 /classroom	x	100%		10,000	
Feeding and diapering supplies	100 children	x	\$200 /child	x	100%		20,000	
Health, mental health, first aid supplies							7,000	
Sanitation supplies							10,700	
Supplies for children with disabilities or special needs							2,900	
Office supplies for centers							2,300	
Office supplies (inc. duplication, paper, etc.)							24,000	
Computer supplies and licenses							8,000	
Training supplies							15,055	
Parent involvement/meeting supplies							22,161	
Local committee activities (parents)							7,370	
Center employee morale/safety program							2,100	
Other employee morale							5,000	

6f Contracts

\$ - \$ -

6g Construction, Repairs/Renovations

\$ - \$ -

MIGRANT HEAD START
Basic Funds
March 1, 2011 - February 28, 2012

6h Other

1
\$ 1,916,893 \$ 88,848

Child accident liability insurance									6,000	
Uninsured property loss									5,000	
Licensing fees									2,400	
Association fees									1,500	
Audiometer/tympanometer calibration									2,500	
Copier maintenance	\$	833	/month	x	12	months			9,996	
FCCH Preschoolers	\$26	/child	x	249	children	x	114	days x 99% attendance	730,656	
FCCH Preschoolers/special co-hort	\$26	/child	x	9	children	x	77	days x 99% attendance	17,838	
FCCH Infants/Toddlers	\$31	/child	x	244	children	x	114	days x 99% attendance	853,673	
FCCH Disabilities/Medical Reimbursements				502					3,000	
FCCH Qualification-base rate enhancement									28,937	
<u>Parent Mileage and Child Care Reimbursements</u>										
Policy Committee Training Meetings (officials)	\$35.00	/day	x	50	officials				1,750	
Policy Council (non-voting representatives)	\$70.00	/meeting	x	30	reimbursements				2,100	
<u>Participation at each eligible level</u>										
Self-Assessment	\$70	/day	x	5	days	x	7	parents	2,450	
HAC Meeting	\$35	/meeting	x	2	meetings	x	4	parents	280	
Regular PC Meetings	\$35	/meeting	x	6	meetings	x	18	members	3,780	
PC Executive Meetings	\$35	/meeting	x	5	meetings	x	5	members	875	
Participation in interviews/FCCH selection	\$70	/day	x	15	days				1,050	
Educational supplies selection	\$70	/day	x	3	parents				210	
Parent Involvement Consultant	\$350	/session	x	6	sessions				2,100	
First Aid/CPR training for parents	\$50.00	/parent	x	30	parents				1,500	
Family Recruitment									5,000	
Printing Costs									5,000	
Local travel/mileage reimbursement	\$0.50	/mile	x	18000	miles				9,000	
Travel/mileage reimbursement (other counties)	\$0.50	/mile	x	3481	miles				1,741	
Food	\$5.25	/child	x	110	days	x	181	children @ 85%		88,848
gas and Oil									5,000	
Children's dental and medical expenses									15,011	
Telephone costs	\$38	/month	x	16	phones	x	12	months	7,296	
Ongoing building/playground maintenance									20,000	
District office rent	\$6,038.00	/month	x	12	months				72,456	
Meeting rooms rent									3,000	
Food (non-reimbursed snack)	\$0.74	/child	x	181	children	x	110	days	14,733	
Staff meals with children	\$3.25	/staff	x	40	staff	x	110	days	14,300	
Postage									1,000	
Vehicle maintenance and repairs									8,000	
Mental health consultants	\$60.00	/hour	x	140	hours				8,400	
Child development consultants	\$500.00	/day	x	13	days				6,500	
Self-Assessment Consultants	\$500.00	/day	x	10	days				5,000	
Shared Governance/Planning Consultants	\$500.00	/day	x	6	days				3,000	
Car seat installation instructors	\$1,000.00	/person	x	2	instructors				2,000	
Car seat installation certification training for FSW's									2,500	
Disabilities Services									3,000	
Translators/interpreters									10,000	
Child development enhancement-coursework; permits and tutorial assistance									6,361	
Clearances for substitutes and volunteers									1,000	
Staff recruitment/advertising									10,000	

Direct Costs

\$ 5,777,712 \$ 88,848

6i Indirect

\$0.00 x 0.00%

\$ 171,795 \$ -

March-June (3.68%) = 25% of total budget	(1,487,376.75-1,434,584.06)	\$ 52,793
July-February (2.74%) = 75% of total budget	(4,462,130.25-4,343,128.53)	\$ 119,002

MIGRANT HEAD START
Basic Funds
March 1, 2011 - February 28, 2012

1

CCFP Breakfast Reimbursement Projections:	
110 days x 181 children x 85% attendance x \$1.62 reimb rate (free) =	\$ 27,416
CCFP Lunch Reimbursement Projections:	
110 days x 181 children x 85% attendance x \$2.89 reimb rate (free) =	\$ 48,909
CCFP Snack Reimbursement Projections:	
110 days x 181 children x 85% attendance x \$0.74 reimb rate (free) =	\$ 12,523
Total CCFP Projections:	\$ 88,848

* Detail of Out of County Travel			
Out of Area Travel is dependent upon opportunities provided by MSPB, TAC-12, The Grantee, as well as other organizations which offer Head Start related training or meetings (for example: A training opportunity may be available for an incoming Health/Disabilities Coordinator through region IX Head Start or TAC-12). Alternately the Child Development Coordinator may attend a "Trainer of Trainers" Program for Infant/Toddler Caregivers depending upon work schedule availability and location. PVUSD has offered to host at least one FCCH Forum per year but is allowing for a maximum of 2 FCCH Forum trips for two program staff.			
<u>National MSHS Conference*</u>		<u>Coordinator Training</u>	
Registration Fees	600	Registration Fees	900
Flight (\$500/person)	1000	Flight (\$275.00/person)	825
Mileage (139 of miles x \$0.50)	70	Mileage (140 of miles x \$0.55)	77
Parking (\$15.00 per day x 6 days)	90	Parking (\$18.00 per day x 2 days)	36
Lodging (\$170 per night x 5 nights)	1700	Lodging (\$82.00 per night x 2 nights)	492
Per Diem (\$45/person per day x 6 days)	540	Per Diem (\$45/person per day x 2 days)	270
Incidentals	0	Incidentals	0
Total	#####	Total	\$2,600.00
<u>Grantee Sponsored Meetings/Trainings</u>		<u>California MSHS Coalition Conference</u>	
Mileage (2900 miles x \$0.55)	1595	Registration Fees (\$135 per person X 3 staff)	405
Parking (\$18.00 per day x 5 days)	90	Lodging (\$412.50 per night X 2 nights)	825
Per Diem (\$45/person per day x 5 days)	675	Per Diem (\$45/person per day x 2 days)	270
Incidentals	40	Incidentals	0
Total	#####	Total	\$ 1,500

**CENTRAL CALIFORNIA MIGRANT HEAD START
MIGRANT HEAD START
Training and Technical Assistance Funds
March 1, 2011 - February 28, 2012**

Delegate Agency: Pajaro Unified School District

Budget: \$ 27,880

6a Personnel				\$ -
6b Fringe Benefits				\$ -
6c Travel (Out of County)				\$ 6,000
National MSHS conference and/or other national regional training opportunities; may include up to two MSHS FCCH Forums	3	x	\$2,000 /person	\$ 6,000
6d Equipment (Over \$5000/Unit)				\$ -
6e Equipment (Under \$5000/Unit)				\$ -
6e Supplies				\$ 5,225
Pre-service, In-Service & Post-service training for staff/FCCH providers				\$ 4,725
Pre-service, In-Service & Post-service training for Family Service Workers				\$ 500
6f Contracts				\$ -
6g Construction, Repairs/Renovations				\$ -
6h Other				\$ 15,850
Speech & Language Therapy Services (SJSU)				\$ 5,000
First Aid/CPR Certification Training for staff	72	x	\$62 /person	\$ 4,464
Cabrillo College CAEYC conference and other local trainings				\$ 1,125
Consultants:				
Shared Governance/Planning				\$ 3,000
<i>Mexican Indigenous Culture/Cross-Cultural Understanding:</i>				
Pre-service, In-Service & Post-service training for staff/FCCH providers				\$ 1,461
Pre-service, In-Service & Post-service training for Family Service Workers				\$ 800
6i Indirect	0	x	0.00%	\$ 805
March-June (3.68%) = 25% of total budget (\$6,970-\$6,723)				\$ 247
July-February (2.74%) = 75% of total budget (\$20,910-\$20,352)				\$ 558

CENTRAL CALIFORNIA MIGRANT HEAD START
MIGRANT HEAD START
Non - Federal Share
March 1, 2011 - February 28, 2012

Delegate Agency: Pajaro Unified School District

				Budget	\$ 1,494,347
6e Supplies					\$ -
6f Contracts					\$ -
6h Personnel					\$ -
	Rate				
6h Non-Personnel					\$ 1,494,347

	Rate				
Volunteer hours	\$21.70 /hour	x 1853	hours		40,210
Additional Volunteer Hours	\$ 21.70 /hour	x 27760	hours		602,402
FCCH Differential - Infants/Toddlers (Santa Cruz County)		214	children	x \$16.44/day x 114 days x 91%	\$ 364,974
FCCH Differential - Preschoolers (Santa Cruz County)		184	children	x \$18.32/day x 114 days x 91%	\$ 349,695
FCCH Differential - Infants/Toddlers (Monterey County)		30	children	x \$10.71/day x 114 days x 91%	\$ 33,332
FCCH Differential - Preschoolers (Monterey County)		65	children	x \$13.16/day x 114 days x 91%	\$ 88,739
FCCH Differential - Preschoolers -special co-hort (Sta Cruz)		9	children	x \$18.32/day x 77 days x 91%	\$ 11,553
Total children in FCCH		502			
<i>Total differential represents 91% of attendance</i>					

Food

State portion USDA/CCFP for children's breakfast and lunch	181 children	\$.19/meal	110 days		3,442
<i>Total state portion represents 91% of attendance in centers</i>					

**CENTRAL CALIFORNIA MIGRANT HEAD START
MIGRANT HEAD START
Administrative
March 1, 2011 - February 28, 2012**

Delegate Agency: Pajaro Unified School District

Budget: \$ 592,447

6a	Personnel	Basic Amount	Admin Rate	\$ 232,976
	Program Director	88,574	100.00%	88,574
	Program Operations Coordinator	65,360	100.00%	65,360
	Child Development Coordinator	63,311	50.00%	31,656
	Site Supervisors	132,814	10.46%	13,892
	Bilingual Office Assistant II	30,404	17.18%	5,223
	Data Entry Specialists	66,349	17.18%	11,399
	Administrative Secretary II	31,138	17.18%	5,350
	Administrative Secretary III	43,827	17.17%	7,525
	Lead Custodian II	39,942	10.01%	3,997
6b	Fringe Benefits			\$ 150,685
	Retirement (STRS)	\$ 94,466	x 10.41%	9,834
	Retirement (PERS)	\$ 160,163	x 10.41%	16,673
	Retirement (ARS)	\$ 2,424	x 10.41%	252
	Retirement (OPEB) Certificated	\$ 10,577	x 10.41%	1,101
	Retirement (OPEB) Classified	\$ 20,028	x 10.41%	2,085
	OASDI	\$ 67,046	x 10.41%	6,979
	Medicare	\$ 32,449	x 10.41%	3,378
	SUI	\$ 6,713	x 10.41%	699
	SUI (LEC)	\$ 81,062	x 10.41%	8,439
	Workers' Compensation	\$ 53,708	x 10.41%	5,591
	Health, Dental & Vision Insurance (Including LTD)	\$ 918,866	x 10.41%	95,654
6c	Travel (Out of County)			\$ 5,118
	National MSHS Conference, and other national/regional training opportunities (MSPB-TAC 12); may include up to two FCCH Forums	4000	x 48.74%	1,950
	Coordinator Training (PITC or other training for content area experts)	2400	x 48.74%	1,170
	California MSHS Coalition Conference	1500	x 48.74%	731
	Grantee sponsored Meetings/Training	2600	x 48.74%	1,267

6d	Equipment (Over \$5000/Unit)			\$ _____ :
6e	Equipment (Under \$5000/Unit)			\$ <u>5,000</u>
	Replacement office equipment	5,000	100%	5,000
6e	Supplies			\$ <u>9,600</u>
	Office supplies (inc. duplication, paper, etc.)	24,000	30%	7,200
	Computer supplies and licenses	8,000	30%	2,400
6f	Contracts			\$ _____ :
6g	Construction, Repairs/Renovations			\$ _____ :
6h	Other			\$ <u>16,468</u>
	Child accident liability insurance	6,000	4.97%	298
	Licensing fees	2,400	16.27%	390
	Association fees	1,500	21.30%	320
	Copier maintenance	9,996	21.30%	2,129
	Printing costs	5,000	21.30%	1,065
	Local travel/mileage reimbursements	9,000	10.30%	927
	Gas and Oil	5,000	16.27%	814
	Telephone costs	7,296	2.00%	146
	Ongoing building/playground maintenance	20,000	10.00%	2,000
	District office rent	72,456	9.77%	7,078
	Vehicle maintenance and repairs	8,000	16.27%	1,302
6j	Indirect cost	0	100%	\$ <u>172,600</u>
	March-June (3.68%) = 25% of total budget	(1,494,347-1,441,307)		\$ 53,040
	July-February (2.74%) = 75% of total budget	(4,483,040-4363,480)		\$ 119,560

Administrative Rate Calculation:

Basic	\$ 5,949,507
T&TA	\$ 27,880
Non-Federal	\$ 1,494,347
Total Funding	\$ 7,471,734
Admin. Total	\$ 592,447
Divided by Total Funding	7,471,734
Admin. %	7.93%
Maximum Admin Rate Allowed	9.00%
Maximum Admin Budget Allowed	\$ 672,456

**CENTRAL CALIFORNIA MIGRANT HEAD START
MIGRANT HEAD START
March 1, 2011 - February 28, 2012**

The following back-up and explanations are required with the submission of your application budgets:

If there is a change in the number of staff work days, describe the reason for the increase or decrease.

There are 3 less FCCH Specialist work days. There was a reduction in FCCH service days to a total of 114.

If an allocation change has occurred, describe the reason for the increase or decrease.

Describe how all multi-funded costs are allocated.

n/a

Were raises given to staff in 2010-11 greater than federal COLA?

☐

No

☐

Yes - Explain additional rates or amounts.

Step & column increases were given to staff who were eligible for such increases. The Program has previously submitted detailed explanations of how each group of employees (permanent classified, seasonal classified, classified management, seasonal certificated, and certificated management) receive salary increases. The District/Program has followed these requirements and distributed COLA funds in the manner discussed with SCOE finance staff.

Describe fringe calculations, including rates and base amounts.

Submitted to grantee on Excel spreadsheet in this application.

Describe any new costs included.

Minor adjustments have taken place in some non-personnel line items according to historical experience or rate changes (for example, change in mileage rate, rent rate, etc.). Some adjustments have been made to T/TA activities to support current Program plans and best estimates for upcoming training opportunities. Some reductions have been made to balance the budget, as reviewed with SCOE finance staff.

JUSTIFICATION FOR NON-FEDERAL SHARE VOLUNTEER RATE

Effective Date: 5/01/2011

\$10.54 Hourly Rate - Instructional Assistant (Lowest Rate)

\$1.23 Fringe Benefit Costs Per Hour

6.20% FICA

1.33% Retirement (ARS)

1.45% Medicare

2.40% Workers' Comp.

0.30% SUI

11.68% Total Fringe Benefit Costs

\$9.93 Health Benefit Costs per Hour

\$9,378 Average seasonal

118 divided by # days/year

Based on Instructional Asst

8 divided by # hours/day

Based on Instructional Asst

\$9.93 Hourly Rate

\$1,876 X 5 months

118 days x season

\$21.70 Hourly Volunteer Rate

\$10.54 Rate per Hour

\$11.16 Fringe benefit per Hour

\$21.70 Total Hourly Rate

**Central California Migrant Head Start
Report of Total Projected 2011-2012 Compensation
For the Period March 1, 2011 through February 29, 2012
For the Position of**

HEAD START DIRECTOR

Directions: Project the **total compensation** that will be paid to the Head Start Director or equivalent position for the period March 1, 2011 through February 29, 2012. Include all salary and other compensation that will be paid to or on behalf of the Head Start Director by the employer. Return the completed report by October 15, 2010. If you have questions, please contact Pamela Pulford at (209) 238-1800 or at ppulford@stancoe.org.

If you do not employ a Head Start Director or a person with comparable responsibilities, check here, sign and return the form. ()

[illegible]

Verifying Signature: Sheela Bellary Date: 10/15/10

**Central California Migrant Head Start
Report of Total Projected 2011-2012 Compensation
For the Period March 1, 2011 through February 29, 2012
For the Position of**

EXECUTIVE DIRECTOR

Directions: Project the **total compensation** that will be paid to the Executive Director for the period March 1, 2011 through February 29, 2012. Include all salary and other compensation that will be paid to or on behalf of the Executive Director by the employer. Return the completed report by October 15, 2010. If you have questions, please contact Pamela Pulford at (209) 238-1800 or at ppulford@stancoe.org.

If you do not employ an Executive Director or a person with comparable responsibilities, check here, sign and return the form. (x)

[illegible]

Verifying Signature: Helen Bellamy Date: 10/15/10

Central California Migrant Head Start Program

2011-12

Program Service Plan

Delegate Agency Name: Pajaro Valley Unified School District

Center-Based Program Option

- | | | Number of: | |
|----|---|----------------------|-----------|
| | | Infants/
Toddlers | Preschool |
| 1. | Total number of proposed
Center-Based Children by age group: | 77 | 133 |
| 2. | Total number of classes: | 8 | 6 |

3.

Name of Center	# of I/T	# of Prek	Opening Date	Closing Date	# of Days per Week	Total # of Days	Total # of Weeks	Max # of Hours Per Day	Adjusted CDA
Calabases Migrant & Seasonal Head Start	16	20	5/3/2011	10/12/2011	5	110	24	12	4,840
Freedom Migrant & Seasonal Head Start	0	37	5/3/2011	10/12/2011	5	110	24	12	4,070
Hall District Migrant & Seasonal Head Start	16	20	5/3/2011	10/12/2011	5	110	24	12	4,840
HA Hyde Migrant & Seasonal Head Start	16	20	5/3/2011	10/12/2011	5	110	24	12	4,840
Ohlone Migrant & Seasonal Head Start	16	20	5/3/2011	10/12/2011	5	110	24	12	4,840
Turnover	4	6							-
									-
									-
									-
									-
									-
									-
									-
									-
									-
Total	68	123							23,430

- | | | |
|-----|---|---------|
| 4. | Total Number of Infant/Toddler Teachers | 24 |
| 5. | Total Number of Infant/Toddler Assistants | 0 |
| 6. | Total Number of Preschool Teachers | 12 |
| 7. | Total Number of Preschool Assistants: | 13 |
| 8. | Number of hours of teacher employment per week: | 37.5 40 |
| 9. | Number of hours of assistant employment per week: | 0 40 |
| 10. | Number of education home visits per child per year: | 2 2 |
| 11. | Length of each home visit: | 1.5 1.5 |
| 12. | Number of parent conferences per child per year: | 1 1 |

Briefly describe any changes made on this Program Service Plan from the current year's approved plan.

2011-2012 Program Service Plan includes a cohort of 9 kinder-eligible children to be served in Family Child Care Home until school starts. Number of children shown in this PSP represents 712 cumulative children served in 683 slots (pending PC approval).

Paul H. Clarke
Program Director Signature/Date

11-3-10

ATTACHMENT A

Central California Migrant Head Start Program

2011-12

Program Service PlanDelegate Agency Name: Pajaro Valley Unified School DistrictFamily Child Care Program Option

		Number of:		Opening Date	Closing Date	# of Days per Week	Total # of Days	Total # of Weeks	Max # of Hours Per Day	Adjusted CDA
		Infants/Toddlers	Preschool							
1.	Number of proposed Family Child Care Children:	244	249	5/3/2011	10/12/2011	5	114	25	12	70,110
	Number of proposed Family Child Care Children:	0	9	5/3/2011	8/19/2011	5	77	16	12	693
	Number of proposed Family Child Care Turnover Children:	9	10							-
	Total	253	268							70,803
2.	Number of Family Child Care Homes:	70								
Total CDA for Contract: 94,233										
3.	Number of education home visits per child per year:	0								
4.	Length of each home visit:	0								
5.	Number of parent conferences per child per year:	2								

Paul L. Clarke
 Program Director Signature/Date
 11/3/10

Central California Migrant Head Start Program

2011-12

Program Service PlanDelegate Agency Name: Pajaro Valley Unified School DistrictState or Other Funded Collaboration


1. Of the funded slots listed in the two options, the number of slots collaboratively funded with RHS or EHS and another source:

2. Number of Collaboratively Funded Classes

Name of Center (if FCCH, list FCCH not each home)	Number of:		Type
	Infant/Toddlers	Preschool	

Types: Blended = B; Enhanced = E; Colocated = C

3. Briefly explain the collaboration model your agency is proposing and include the source of the Non-Head Start/Early Head Start funds:


Program Director Signature/Date
10/3/10 3 of 3

PAJARO VALLEY UNIFIED SCHOOL DISTRICT



Board Agenda Backup

Item No: 11.7

Date: November 17, 2010

Item: Award of Contract for Copier Equipment & Service RFP #JL102810-001

Overview: Purchasing Services has completed a competitive process for the lease and maintenance of copiers District wide. The Request for Proposals required that bidders;

1. Provide the required documents.
2. Complete the supplier questionnaire in its entirety for evaluation.
3. Complete the Response to Pricing of four (4) categories of copiers the District shall be using for the duration of the contract.

The District received 7 responses of prospective vendors. This contract will be available for five (5) consecutive years. Other non-profit organizations will have the opportunity to utilize the potential savings via the approved piggyback language provided. The Director of Purchasing and Senior Buyer evaluated each proposal for accuracy and consistency of the documents which included the supplier questionnaire and pricing/service for each category of copier submitted. A point system was used to evaluate the responses given on a proposal response form.

The totals of the evaluations are indicated on the bid recap attached.

Recommendation: The Administration recommends that the Copier Equipment & Service RFP #JL102810-001 be awarded to Monterey Business Services of Monterey County in accordance with all terms and conditions of the bid documents.

BUDGET CONSIDERATIONS

Funding Source: N/A Contract will be used by all District funds

Budgeted: Yes: ☒ No: ☐

Amount: TBD

Prepared By: _____ Rich Buse, Director of Purchasing

Chief Business Officer (signature): _____

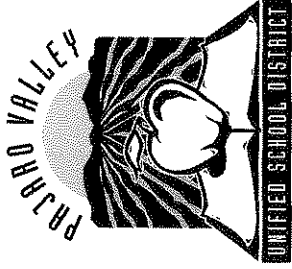
Superintendent (signature): _____

Pajaro Valley Unified School District

294 Green Valley Road

Watsonville, CA 95076

RECAP



Final Ranking

1 (Award)

2

3

3

5

6

7

7

BIDDER

Monterey Bay Systems

Toshiba Business Solutions

Ricoh Business Solutions

Tri County Business Systems

KBA Docusys Canon (BID A)

KBA Docusys Kyocera (BID B)

Newcal Canon Business Solutions

Xerox Corporation

SUPPLIER QUESTIONNAIRE SUMMARY

Reviewed By:	KBA (A)		KBA (B)		MBS		NEWCAL		RICOH		TOSHIBA		TRI COUNTY		XEROX	
	JL	RB	JL	RB	JL	RB	JL	RB	JL	RB	JL	RB	JL	RB	JL	RB
SUBTOTAL	39	40	39	40	33	33	40	41	33	33	38	36	37	37	46	43
TOTAL COMBINED JL+RB (lowest # = best)	79		79		66		81		66		74		74		89	
QUESTIONNAIRE RANK (1 = highest)	5		5		1		6		1		3		3		7	

RESPONSE TO PRICING SUMMARY

Category A	KBA (A)		KBA (B)		MBS		NEWCAL		RICOH		TOSHIBA		TRI COUNTY		XEROX	
	JL	RB	JL	RB	JL	RB	JL	RB	JL	RB	JL	RB	JL	RB	JL	RB
Category B	7		4		1		8		5		2		3		6	
Category C	2		7		1		8		4		3		5		6	
Category D	4		7		1		8		5		2		3		6	
TOTAL (lowest # = best)	16		19		5		29		20		11		19		25	
PRICING RANK (1 = highest)	3		4		1		8		6		2		4		7	

AWARD SUMMARY

QUESTIONNAIRE RANK	KBA (A)		KBA (B)		MBS		NEWCAL		RICOH		TOSHIBA		TRI COUNTY		XEROX	
	JL	RB	JL	RB	JL	RB	JL	RB	JL	RB	JL	RB	JL	RB	JL	RB
PRICING RANK	3		4		1		8		6		2		4		7	
TOTAL (lowest # = best)	8		9		2		14		7		5		7		14	
FINAL RANK (1 = AWARD)	5		6		1		7		3		2		3		7	

SUPPLIER QUESTIONNAIRE

1 = Excellent, 2 = Good, 3 = OK		KBA		MBS		NEWCAL		RICOH		TOSHIBA		TRI COUNTY		XEROX	
Reviewed By: JL= Janet Linney, Senior Buyer Rich Buse, Director of Purchasing		JL	RB	JL	RB	JL	RB	JL	RB	JL	RB	JL	RB	JL	RB
1	Company qualifications	1	1	1	1	1	1	1	1	1	1	1	1	2	1
2	How long in business	3	3	1	1	1	1	1	1	1	1	1	1	1	1
3	Qualifications of Reps	1	1	2	1	2	2	1	1	2	1	1	1	2	1
4	Number of certified Technicians	1	1	1	1	2	2	1	1	1	1	2	2	2	2
5	How long sold copiers	3	3	1	1	1	1	1	1	1	1	1	1	1	1
6	Authorized Distributor	2	2	2	2	2	2	2	2	2	2	2	2	2	2
7	Number of employees	1	1	1	1	1	1	1	1	1	1	2	2	1	1
8	Payments address	3	3	2	2	3	3	3	3	3	3	2	2	3	3
9	District's maintenance Rep	2	2	1	2	2	2	2	2	2	2	2	2	3	3
10	Backup maintenance Rep	2	3	2	2	3	3	2	2	3	2	3	3	3	2
11	Outsource maintenance	2	2	2	2	2	2	2	2	2	2	2	2	2	2
12	OEM parts be used	2	2	3	3	2	2	2	2	2	2	3	3	2	2
13	Service call response time	2	2	2	2	1	1	2	2	2	2	1	1	2	2
14	Service call tracking	2	2	1	1	2	2	1	1	2	2	2	2	2	2
15	Maintenance rep area	1	1	1	1	2	2	1	1	1	1	1	1	2	2
16	PM appointments	2	2	2	2	2	3	2	2	2	2	2	2	3	3
17	Warehoused spare parts	2	2	2	2	2	2	2	2	2	2	2	2	2	2
18	Warehoused copiers	2	2	3	3	3	3	2	2	3	3	2	2	3	3
19	Delivery of copiers to you	1	1	1	1	1	1	1	1	1	1	2	2	3	3
20	Delivery time to us	1	1	1	1	2	2	1	1	1	1	1	1	2	2
21	Emergency delivery of supplies	3	3	1	1	3	3	2	2	3	3	2	2	3	3
SUBTOTAL		39	40	33	33	40	41	33	33	38	36	37	37	46	43
TOTAL COMBINED JL+RB (lowest # = best)		79		66		81		66		74		74		89	
QUESTIONNAIRE RANK (1 = highest)		5		1		6		1		3		3		7	

RESPONSE TO PRICING

CATEGORY A									
AVERAGE ALL MODELS				20-30 Copies Per Minute, Estimated Average Yearly Volume 20,000					
Company	Manuf	Make /Model	Copy / Min	Maint Cost/Copy Bid	Ave Yearly Volume	Est Maint Cost/ Year	Lease+Maint/Yr	RANK	
KBA B	Canon	2525	25	0.0050	20,000	\$100.00	\$764.24	1	
MBS	Konica Minolta	Bizhub 283	28	0.0061	20,000	\$122.00	\$803.50	2	
KBA A	Kyocera	2560	25	0.0045	20,000	\$90.00	\$848.06	3	
Toshiba	Canon	e-Studio 255	25	0.0095	20,000	\$190.00	\$928.99	4	
Newcal	Canon	iR2525	25	0.0140	20,000	\$279.00	\$976.00	5	
Ricoh	Ricoh	MP2851SP	28	0.0075	20,000	\$150.00	\$1,187.79	6	
Xerox	Xerox	3	30	0.0050	Tri County Business System	\$100.00	\$926.63	NR	
TriCounty	Sharp	5	20	0.0060	KBA DocuSys Canon (BID A)	\$120.00	\$1,198.56	7	
KBA B	Canon	6	26/ 28	0.0045	KBA DocuSys Kyocera (BID B	\$90.00	\$1,210.32	8	
KBA A	Kyocera	3001	30	0.0045	20,000	\$90.00	\$1,286.34	NR	
CATEGORY B									
AVERAGE ALL MODELS				40-50 Copies Per Minute, Estimated Average Yearly Volume 90,000					
Company	Manuf	Make /Model	CPM	Maint Cost/Copy Bid	Ave Yearly Volume	Est Maint Cost/ Year	Lease+Maint/Yr	RANK	
MBS	Konica Minolta	Bizhub 423	42	0.0049	90,000	\$441.00	\$1,386.50	1	
Toshiba	Toshiba	e-Studio 455	45	0.0074	90,000	\$666.00	\$1,654.97	2	
TriCounty	Sharp	MX-453U/N	45	0.0035	90,000	\$315.00	\$1,864.05	3	
KBA B	Canon	3245	45	0.0050	90,000	\$450.00	\$1,881.32	4	
Ricoh	Ricoh		50	0.0065	90,000	\$585.00	\$1,948.46	5	
Xerox	Xerox		40	0.0060	90,000	\$540.00	\$1,965.00	6	
KBA A	Kyocera	420	42	0.0045	90,000	\$405.00	\$2,095.52	7	
Newcal	Canon	iR3245	45	0.0084	90,000	\$753.30	\$2,369.30	8	
CATEGORY C									
AVERAGE ALL MODELS				60-70 Copies Per Minute, Estimated Average Yearly Volume 450,000					
Company	Manuf	Make /Model	CPM	Maint Cost/Copy Bid	Ave Yearly Volume	Est Maint Cost/ Year	Lease+Maint/Yr	RANK	
MBS	Konica Minolta		60	0.0042	450,000	\$1,890.00	\$3,449.25	1	
KBA A	Kyocera		62	0.0045	450,000	\$2,025.00	\$3,737.33	2	
Toshiba	Toshiba		65	0.0050	450,000	\$2,250.00	\$3,899.78	3	
Ricoh	Ricoh		60	0.0046	450,000	\$2,070.00	\$4,039.78	4	
TriCounty	Sharp		62	0.0034	450,000	\$1,530.00	\$4,043.09	5	
Xerox	Xerox	5765APT	65	0.0060	450,000	\$2,700.00	\$4,240.02	6	
KBA B	Canon	6065	65	0.0050	450,000	\$2,250.00	\$4,875.79	7	
Newcal	Canon	iR6065	65	0.0084	450,000	\$3,766.50	\$6,766.75	8	
KBA B	Canon		55	0.0050	450,000	\$2,250.00	\$4,503.69	NTS	
CATEGORY D									
AVERAGE ALL MODELS				70+ Copies Per Minute, Estimated Average Yearly Volume 600,000					
Company	Manuf	Make /Model	CPM	Maint Cost/Copy Bid	Ave Yearly Volume	Est Maint Cost/ Year	Lease+Maint/Yr	RANK	
MBS	Konica Minolta		75	0.0040	600,000	\$2,400.00	\$4,313.25	1	
Toshiba	Toshiba	e-Studio 755	75	0.0044	600,000	\$2,640.00	\$4,426.87	2	
TriCounty	Sharp	MX-753U/N	75	0.0034	600,000	\$2,040.00	\$4,896.06	3	
KBA A	Kyocera	820	82	0.0045	600,000	\$2,700.00	\$4,908.72	4	
Ricoh	Ricoh	MP7001	70	0.0046	600,000	\$2,760.00	\$4,968.06	5	
Xerox	Xerox	5775PT	75	0.0060	600,000	\$3,600.00	\$5,265.42	6	
KBA B	Canon	6075	65	0.0050	600,000	\$3,000.00	\$5,787.62	7	
Newcal	Canon	iR6075	75	0.0065	600,000	\$3,906.00	\$7,183.75	8	



Board Agenda Backup

Item No: 13.1

Date: November 17, 2010

Item: Adult Education Overview

Overview: The purpose of this presentation is to highlight the wonderful programs Watsonville/Aptos Adult Education has to offer the students and community. Watsonville/Aptos Adult Education serves approximately 10 percent of the City of Watsonville's population, plus residents in the Aptos community. This school is a viable community asset. Adult Basic Education, High School Diploma classes, General Education Diploma (GED), English-as-a-Second Language, as well as programs for disabled adults, senior citizens and parents are offered. Career Technical Education (CTE) and job training is another important element of the curriculum. Watsonville/Aptos Adult Education also offers a variety of community education courses at nominal fees at convenient locations.

This presentation will also demonstrate how budget reductions have affected the overall program. Students and staff appreciate the District administrative and trustees support during this difficult time.

Recommendation:

Budget Considerations: None

Funding Source:

Budgeted: Yes: ☐ No: ☐

Amount: \$

Prepared By:  Dr. Nancy A. Bilicich, Director

Superintendent's Signature: 



Board Agenda Backup

Item #14.1

Date: November 17, 2010

Item: Federal Education Jobs Fund – Phase One Allocation

Overview: Earlier this year, President Obama and Congress enacted the Federal Education Jobs Fund. This funding was unexpected and amounts to approximately \$3.3 million in one-time funding available for the district's K-Adult services and programs. The district has received 90 percent of its allocation with the remaining 10 percent to be allocated in 2011 pursuant to the act's provisions.

This particular federal funding is available for appropriation in the 2010-11 and 2011-12 fiscal years. It must be spent to save, restore, or create personnel positions that provide direct services to school sites and students among other statutory requirements. All monies must be spent no later than September 30, 2012.

At its October 27 meeting, the Board of Trustees heard an informational item on this matter and received input from staff, teachers, classified employees and other stakeholders. The board instructed staff to cost out various options for appropriating the federal one-time funds, develop a recommended strategy spanning two fiscal years, and present that information to the board at its November meeting for policy consideration.

Analysis

Attached is a spreadsheet that costs out various options for allocation of federal education job funding in 2010-11 and/or 2011-12. These options reflect the input of major stakeholders in the district including the board, teachers, classified staff, principals, and parents.

Staff continues to seek information regarding the allowance of specific restorations using this funding source. These include using federal education jobs funding for athletic coaching stipends and restoring reductions to the Kids Korner Program. Staff will provide further clarification on these two options at the board meeting.

Allocation of this funding should be performed with the following considerations in mind:

- The funding is one-time only. It is meant to provide temporary relief to school districts as they ride out the effects of the financial recession. If the district's financial situation does not significantly improve after 2011-12, personnel restorations associated with this funding would be at risk of possible reduction and/or elimination at that time.
- State education funding remains volatile. The state's overall fiscal situation continues to be extremely dynamic. The recently adopted 2010-11 State Budget was unbalanced the moment it was signed. State education funding remains at risk of additional mid-year and/or budget-year reductions. Should the district's financial position worsen, federal education jobs funding may be necessary to merely protect current district positions and service levels. Most statewide education associations and financial experts are urging districts to remain cautious when it comes to fiscal policy.
- It is merely a band-aid. \$3.3 million is a significant sum of money, but it will not completely address all of the impacts associated with the over \$14 million in personnel and program reductions the district has implemented since 2008-09. Therefore, allocation of this funding should be performed in a manner that yields clear and direct benefits to students and school sites.

Allocation strategy

Utilizing the above criteria, staff recommends the board adopt a two phase strategy to allocating the Federal Education Jobs Funds. The strategy should cover both the 2010-11 and 2011-12 fiscal years. It should also meet the board's recently adopted goals and objectives to maximize student achievement, and protect the district's long term fiscal viability.

Phase one: FY 2010-11

- Restore positions that are critical to school site operations and result in immediate outcomes
- Restore positions that are relatively easy to restore in the mid-year and could be funded into the next fiscal year
- Do not significantly disrupt the current instructional program and/or the calendar

- Provide the board flexibility in case the state enacts additional mid-year funding reductions

Phase two: FY 2011-12

- Utilize remaining funds if the district's overall fiscal situation remains constant and/or improves
- Utilize funding in a manner that yields direct improvements on student achievement

Staff believes that this methodology will best meet the needs of students and school sites. It also provides the board necessary flexibility to protect current positions and services in case the district's fiscal situation suddenly deteriorates.

Recommendation: Discuss and adopt a two-phase strategy to appropriate all Federal Education Jobs Funding and identify specific restorations and program funding for the 2010-11 and 2011-12 fiscal years.

Prepared By: Brett W. McFadden, Chief Business Officer

Superintendent's Signature:

Deanna Baker (A#)

Potential Restoration List

Federal Education Jobs Fund

November 17, 2010

Item	Category and Fiscal Year	Cost	Description
Furlough Days	1 day - All Staff	750,000	Includes management and non-management certificated and classified Positions eligible for Fed Ed Job dollars
	1 day - Eligible Positions	710,000	
K-3 CSR - Addl cost	Staffing at: 27:1	1,050,000	Totals reflect full instructional year of funding
	26:1	1,500,000	
	25:1	1,850,000	
OAll's at Elem Sites	10/11	350,000	(More days in 2nd semester - cost slightly higher than 50/50 split)
	11/12	690,000	
Library Media Techs	10/11	-	Funded through ARRA Title I funds for 10/11. 11/12 will be eliminated
	11/12	700,000	
Campus Safety Coordinator	1 addl at each high school		(More days in 2nd semester - cost a slightly higher than 50/50 split)
	10/11	95,000	
	11/12	180,000	
	Mid schools currently funded at .75 FTE		
	Increase to 1 FTE in 10/11	55,000	
	11/12	110,000	
	Elementary increase to \$10,000/year		
	10/11	25,000	Elementary sites currently funded at \$7,500 per year for yard duty
	11/12	50,000	
IT Technicians (for Site Support)	10/11	85,000	(More days in 2nd semester - cost slightly higher than 50/50 split)
	11/12	155,000	
Custodians - High School	10/11	110,000	Restore 1 custodian for three comprehensive high schools
	11/12	220,000	
Counselors	6 Middle Schools		Funding estimate for full year
	Restore to full FTE, currently at 0.50 FTE	300,000	
	3 High Schools		Average counselor is \$91k, funding estimate for full year
	Restore 1 full FTE at each comprehensive HS	273,000	
Nurse	Restore 1 Nurse (1.0 FTE)	89,000	Funding estimate for full year
Instructional Aides - GE	0.75 FTE for 176 days	41,500	Funding estimate for full year
Maintenance Specialists	1.0 FTE - 4 positions		Approx. \$72,800 for each position total comp
	2010-11	150,000	
	2011-12	295,000	
Super subs for K-3		210,000	\$150 per day per sub, 1 sub to cover two sites for 175 instructional days
			Total of 8 super subs dedicated to elementary sites K-3
			Funding estimates reflect 175 instructional days
Athletics	Restorations for athletics - we pay the HS Athletic Directors but not the MS Athletic Directors and no coaching stipends at MS or HS NOTE: Not sure Fed Ed Job \$ can be used for this expenditure		Athletic Directors receive their regular pay based on the teachers salary schedule for 179 days plus a stipend in the amount of \$3,679 - HS and \$2,290 - MS. Stipends for coaches are: HS - Head Coaches \$3,679, HS - Other Coaches \$2,942, MS - Coaches (6 week program) \$1,397. See 10-11 PVUSD Staffing for #'s of each category (look at 07-08 tab for prior funding). Checking to see if Federal funds can be used for this.
Kid's Korner	Currently checking with PVPSA regarding program structure and cost		\$7,000 per intern for a full year
NOTE: Cost estimates are approximate and rounded up, adjusted for furlough days			



PAJARO VALLEY UNIFIED SCHOOL DISTRICT



Board Agenda Backup

Item No: 14.2

Date:	November 17, 2010
Item:	Changes to Superintendent's Contract.
Overview:	Attached is the Superintendent's contract with the following changes: a change to the end date and the inclusion of furlough days.
Recommendation:	Approve the changes to the Superintendent's Contract.

Prepared By: Libby Wilson, Board President

Superintendent's Signature: Donna B. L.

School District Superintendent Employment Agreement

This Superintendent Employment Agreement ("Agreement") is made this 1st day of June, ~~2008~~ 2010, by and between the Governing Board of the PAJARO VALLEY UNIFIED SCHOOL DISTRICT ("District" or "Board") and Dorma Baker, ("Superintendent").

1. Term. District hereby employs Superintendent for a period commencing on the 1st day of June, ~~2008~~ 2010, and terminating on the 31st day of May, ~~2011~~ 2013, subject to the terms and conditions set forth below.

2. Salary.

- a. Base Salary. The annual salary for the Superintendent shall be One Hundred Eighty Thousand Dollars and no/100 (\$180,000.00) payable in equal monthly installments of Fifteen Thousand Dollars (\$15,000), prorated for any month in which the Superintendent's service is less than a full month. Furlough Days: Along with all management, the Superintendent has agreed to take 6 furlough days at a per diem rate for the fiscal years 2010-11 and 2011-12, which will result in a reduction in salary and days for these two years. The Board of Trustees and Superintendent agree that the Yearly Gross Salary provided for the Superintendent will include the current District-provided contribution that other certificated administrators receive for health and welfare benefits as part of the Superintendent's compensation. The Superintendent may purchase at her own expense the health benefits coverage offered by the District to other management employees or may elect to waive the benefits coverage. The Superintendent may elect to waive health benefits coverage through the District by providing verification of coverage under an outside health insurance carrier. If the District increases its contribution for health premiums for non-contracted management/supervisory employees, the District shall increase the salary of the Superintendent in the same dollar amount.

- c. Salary Changes. The Board reserves the right to increase the annual salary payable to the Superintendent's salary at any time during the term of this Agreement. A change in salary shall not constitute the creation of a new Agreement nor extend the termination date of

this Agreement. At a minimum, the Superintendent's salary shall be increased by any generally applied compensation increase provided to any management employees within the District.

3. Physical Examination. Upon request by the Board, the Superintendent shall undergo a physical examination once every two years. A written report of the Superintendent's fitness to perform the duties and responsibilities set forth herein shall be provided in confidence to the Board. The cost of this examination and report, not reimbursable by an insurance policy shall be paid by the District.

4. Auto Allowance. The District shall provide the Superintendent with an automobile allowance of Six Hundred Dollars (\$600.00) per month for the use of an automobile owned by the Superintendent within the counties of Santa Cruz and Monterey. However this provision shall not be effective until there is an improvement in the District's budget that would allow the implementation of this provision and the Board approves the reinstatement of the allowance.

5. Expense Reimbursement. Because the Superintendent is expected to meet with community leaders, local education leaders and local public officials on behalf of the District for the purpose of advancing the interests of the District, the District shall pay to the Superintendent Two Hundred Dollars (\$200.00) per month to cover the expenses of such meetings. In addition, the District shall reimburse the Superintendent for actual and necessary expenses incurred within the scope of employment so long as such expenses are permitted by District policy or incurred with prior approval of the Board. For reimbursement, the Superintendent shall submit an expense claim in writing supported by appropriate written documentation.

6. Professional Dues. The District agrees to pay the Superintendent's regular dues for the Association of California School Administrators ("ACSA"), the American Association of School Administrators (AASA) and one local community service organization. Other organizations will be subject to Board approval.

7. Superintendent's Duties.

a. General Rules. The Superintendent is hereby employed as District Superintendent and shall perform the duties of District Superintendent as prescribed by the laws of the State of California and the District's job description for Superintendent, if any. The Superintendent shall have primary responsibility for execution of Board Policy and responsibility

for the duties prescribed by Education Code section 35035. The Superintendent shall be the Board's chief executive officer.

b. Personnel Matters. The Superintendent shall have primary responsibility of organizing, reorganizing and arranging the administrative and supervisory staff including instruction and business affairs which, in the Superintendent's judgment, would best serve the District subject to Board approval. The Superintendent shall be responsible for all personnel matters, including selection, assignment and transfer of employees. The employment and termination of personnel shall be effected only upon the recommendation of the Superintendent and the approval by the Board. In the event the Board does not approve the recommendation, the Superintendent shall submit another recommendation to the Board within a reasonable time.

c. Administrative Functions. The duties of the Superintendent, as the chief executive officer, shall include, but not be limited to: (1) reviewing all policies adopted by the Board and making appropriate recommendations to the Board; (2) periodically evaluating, or causing to be evaluated, all District employees; (3) advising the Board of sources of funds that might be available to implement present or contemplated District programs; (4) assuming responsibility for those duties specified in Education Code section 35250; (5) endeavoring to maintain and improve her professional competence by all available means, including subscription to and reading of appropriate periodicals and membership in appropriate professional associations; (6) establishing and maintaining positive community, staff and Board relations; (7) serving as liaison to the Board with respect to all matters of employer-employee relations and making recommendations to the Board concerning those matters; (8) recommending to the Board District goals and objectives; and, (9) unless unavoidably prevented, attending all regular and special meetings of the Board.

8 Board-Superintendent Relations. The Superintendent will work with the Board in developing and maintaining a spirit of cooperation and teamwork in which the Board will accept responsibility for formulating and adopting policy and for taking action on matters which, by law, require Board action. Administrative responsibility and commensurate authority for administering the school system will be delegated by the Board to the Superintendent.

The Board recognizes that it is a collective body and each Board member recognizes that her power as a Board member is derived from the collective deliberation and

action of the Board as a whole in a duly-constituted meeting. Individual Board members will not give direction to the Superintendent or any staff member regarding the management of the District or the solution of specific problems. The Board, individually and collectively, shall promptly refer to the Superintendent all criticisms, complaints and suggestions brought to the attention of the Board or any individual Board member.

The Board shall provide the Superintendent with periodic opportunities to discuss the Board-Superintendent relationship. As a part of this process, when it is deemed necessary by the Board, an outside advisor may be retained to facilitate this process.

9. Outside Professional Activities. By prior approval of the Board, the Superintendent may undertake for consideration outside professional activities, including consulting, speaking and writing. The Superintendent's outside professional activities shall not occur during regular work hours. The Superintendent may, with prior approval of the Board, continue to draw a salary while engaged in the aforementioned outside activity. In such cases, an honoraria paid to the Superintendent in connection with these activities shall be paid to the District. If the Superintendent chooses to use vacation leave to perform outside activities, she may retain any honoraria paid. The Superintendent agrees that she will not utilize District staff or property in performing these outside activities without prior written approval by the Board. In no case will the Board be responsible for any expenses attendant to the performance of such outside activities unless prior approval of the Board is obtained.

10. Evaluation.

a. Evaluation Initiated by Superintendent. The Board and the Superintendent acknowledge that the employment relationship between them is a very special and important relationship which requires regular communication and feedback. By September 15 of each year, the Board and Superintendent shall meet to establish objectives for the ensuing year. These objectives shall be in writing, and progress toward meeting these objectives shall be a major criterion by which the Superintendent is evaluated. If the Board and Superintendent cannot agree on the objectives, the Board shall make the final determination. The parties shall endeavor to reach agreement regarding an evaluation instrument. If agreement cannot be reached, the Board shall select an evaluation instrument. This evaluation shall be based on the factors contained in the evaluation instrument and any mutually agreed upon District goals and objectives.

The Board and Superintendent shall meet informally on a semiannual basis to discuss the Superintendent's performance. In addition, the Board and Superintendent shall meet at least annually to formally evaluate the performance and working relationship between the Superintendent and the Board. To initiate the evaluation process, the Superintendent shall inform the Board President in writing of the need for an evaluation.

b. Self-Evaluation. To assist the Board in the evaluation process, the Superintendent shall complete a self-evaluation, using the evaluation instrument designated by the Board, and shall include a written report to the Board regarding the "State of the District."

c. Board Review. Upon receipt of the self-evaluation, including the review of action plans and the report from the Superintendent, the Board shall meet in closed session and discuss with the Superintendent the evaluation. After such discussion, the Board shall complete the evaluation report in a closed session meeting of the Board. Upon completion, the Board shall meet with and provide a copy of the evaluation report to the Superintendent in a closed session Board meeting. Based upon findings specified in the evaluation report, the Superintendent, in collaboration with the Board, will prepare an action plan, if necessary, which will address areas identified as needing improvement. The action plan will be included as an addendum to the evaluation report. If a jointly prepared action plan cannot be agreed upon, the action plan shall be issued by the Board in its sole discretion. The Superintendent and the Board President shall sign the evaluation report and action plan. The Superintendent shall have ten (10) days from receipt of any evaluation to respond in writing to the evaluation. Evaluations of and action plans relating to the Superintendent and any written comments in response shall be placed in the Superintendent's personnel file.

d. Failure to Evaluate Non-Limiting. The evaluation procedures and requirements set forth in this Agreement shall be the exclusive means by which the Superintendent is evaluated and are intended to supersede any other provisions concerning evaluation which might exist in applicable law or by virtue of any District rules, regulations, policies or other agreements. Any failure on the part of the Board to meet the requirements or deadlines set forth in this Agreement shall not release the Superintendent from fully and faithfully performing the services required to be performed under this Agreement.

e. Contract Extension/Salary Consideration. Following the Board's evaluation of the Superintendent's performance, the Board shall consider whether, in its discretion, the Superintendent's salary shall be increased and/or whether the term of this Agreement shall be extended. Upon a satisfactory evaluation, however, of the Superintendent, the Board shall extend the contract by one year at its next regular meeting. In the event that the Board fails to evaluate the Superintendent, the contract shall be extended a year.

11. Termination of Agreement.

a. Mutual Consent. This Agreement may be terminated at any time by mutual consent of the Board and the Superintendent.

b. Non-Renewal of Agreement by the District. The Board may elect not to renew this Agreement by providing written notice to the Superintendent in accordance with Education Code section 35031 (currently forty-five (45) days prior notice) or other applicable provisions of law.

c. Termination for Cause. The Superintendent may be terminated by the Board at any time for, but not limited to, breach of this Agreement, any ground enumerated in the Education Code, the Superintendent's unsatisfactory performance, the Superintendent's failure to perform her responsibilities, or for other conduct which is seriously prejudicial to the District. The Board shall not terminate this Agreement pursuant to this paragraph until a written statement of the grounds for termination has first been served upon the Superintendent. The Superintendent shall then be entitled to a conference with the Board in closed session, at which time the Superintendent shall be given a reasonable opportunity to address the Board's concerns. The Superintendent shall have a reasonable opportunity to fully respond to all matters raised in the statement of charges, and shall have the opportunity to introduce documentary evidence in her own behalf. This conference with the Board shall be the Superintendent's exclusive right to any hearing otherwise required by law. If the Board, after considering all material presented, decides to terminate this Agreement, it shall provide the Superintendent with a written decision. The decision of the Board shall be final. The Superintendent shall retain any legal rights to which she is entitled to challenge the Board's decision, including recourse to a court of competent jurisdiction.

d. Early Termination. The Board may, without cause or a hearing, terminate this Agreement at any time. In consideration for exercise of this right, the District shall pay to Superintendent for the remainder of the unexpired term of this Agreement, or eighteen (18) months, whichever is less, a sum equal to the difference between Superintendent's gross monthly salary at the salary rate in effect during the Superintendent's last month of service and the amount which Superintendent earns from any other employment-related source (whether as an employee, independent contractor, consultant or self-employed).

As a condition of payment hereunder, the Superintendent shall immediately seek other employment to the fullest extent required by law. In addition, the Superintendent shall notify the District immediately if she earns income from any employment-related activity as defined above. The Superintendent shall also be entitled to District paid health benefits, as those benefits may change from time-to-time for a period of six (6) months or until the Superintendent obtains other employment which provides health benefits, whichever occurs first.

The parties agree that damages to the Superintendent which may result from the Board's early termination of this Agreement cannot be readily ascertained. Accordingly, the parties agree that the damage payment made pursuant to this early termination clause, along with the District's agreement to provide paid health benefits, constitutes reasonable liquidated damages for the Superintendent, fully compensates the Superintendent for all tort, contract and other damages, and does not result in a penalty. The parties agree that the District's completion of its obligations under this provision constitutes the Superintendent's sole remedy to the fullest extent provided by law. Finally, the parties agree that this provision meets the requirements governing maximum cash settlements as set forth in Government Code sections 53260, et. seq.

e. Disability. Upon expiration of the Superintendent's sick leave entitlement and upon written evaluation by a licensed physician designated by the District indicating the inability of the Superintendent to perform the essential functions of the position as a result of a physical or mental disability, with or without reasonable accommodation, this Agreement may be immediately terminated by the Board upon written notice to the Superintendent.

f. Death. Death of the Superintendent terminates the Agreement immediately. In such event, all salary and other monetary amounts due to the Superintendent at the time of death, shall be paid to the Superintendent's estate unless otherwise declared in writing by the Superintendent.

g. Notification of Finalist in a Search. The Superintendent shall notify the Governing Board in the event that she becomes a finalist in the selection process for a position with any other employer.

12. Sick Leave. The Superintendent shall be allocated twelve (12) days of sick leave annually. This leave may be accumulated indefinitely.

13. Holidays. The Superintendent shall receive all paid holidays granted pursuant to Education Code section 37220.

14. Vacation. The Superintendent shall be entitled to the same vacation benefits provided by the District to other management employees. However, once forty (40) days of vacation have accrued, no additional days of vacation shall be earned until the number of unused accrued vacation days is less than forty (40).

15. Notification of Absence. If the Superintendent plans on being absent for any reason from the District five (5) or more continuous days, the Superintendent shall notify the Board President in advance.

16. Retirement. At the termination of employment, the Superintendent shall receive a retirement incentive equal to the one offered for the 05-06 school year to management employees if the following qualifications are met: Minimum of five (5) years in the District and have reached the age of 55 years old.

17. Annual Reporting Requirements. The Superintendent shall report to the Board in writing on an annual basis the Superintendent's use of sick leave days.

18. Professional Meetings. The Superintendent is expected to attend appropriate professional meetings at local, state and national levels. Prior approval of the Board shall be obtained when the Superintendent attends a function outside of the state. The District shall pay expenses related to attendance at all such meetings, including mileage or other travel expenses, as set forth in section 3.

19. General Provisions.

a. Governing Law. This Agreement, and the rights and obligations of the parties shall be construed and enforced in accordance with the laws of the State of California. Venue shall be in Monterey County, California.

b. Entire Agreement. This Agreement contains the entire agreement and understanding between the parties. There are no oral understandings, terms or conditions, and neither party has relied upon any representation, express or implied, not contained in this Agreement.

c. No Assignment. The Superintendent may not assign or transfer any rights granted or obligations assumed under this Agreement.

d. Modification. This Agreement cannot be changed or supplemented orally. It may be modified or superseded only by a written instrument executed by both parties.

e. Exclusivity. To the extent permitted by law, the parties intend and agree that the employment relationship between the District and the Superintendent shall be governed exclusively by the provisions of this Agreement.

f. Severability. If any provision of this Agreement is held to be invalid or unenforceable by a court of competent jurisdiction, the remaining provisions of the Agreement shall continue in full force and effect.

| _____
Kim ~~Turley~~Libby Wilson
President of the Board of Trustees
Governing Board of the
Pajaro Valley Unified School District

ACCEPTANCE OF OFFER

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

I have not entered into an agreement of employment with the Governing Board of another school district or any other employer that will in any way conflict with the terms of this Superintendent Employment Agreement.

I hold legal and valid administrative and teaching credentials each of which are or will be recorded in the Office of the Superintendent of Schools of Santa Cruz County before receipt of my first payroll warrant. I further certify that I meet the qualifications of Education Code section 35028.

DATED: _____

Dorma Baker
Superintendent