



Governing Board Agenda

January 27, 2016

Welcome

Welcome to the meeting of the National School District Governing Board. Your interest in our school district proceedings is appreciated.

Our Governing Board

Our community elects five Board members who serve four-year terms. The Board members are responsible for the overall operation of the school district. Among its duties, the Board adopts an annual budget, approves all expenditures, establishes policies and regulations, authorizes employment of all personnel, approves curriculum and textbooks, and appoints the Superintendent.

Barbara Avalos, Member

Ms. Avalos was first elected to the Governing Board in November 2008 and her present term expires December 2016.

Maria Betancourt-Castañeda, Member

Ms. Betancourt-Castaneda was first elected to the Governing Board in November 2014 and her present term expires December 2018.

Brian Clapper, President

Mr. Clapper was first elected to the Governing Board in November 2012 and his present term expires December 2016.

Maria Dalla, Clerk

Ms. Dalla was first elected to the Governing Board in November 2014 and her present term expires December 2018.

Alma Sarmiento, Member

Ms. Sarmiento was first elected to the Governing Board in November 1992 and her present term expires December 2018.

This meeting may be recorded

In accordance with Board Policy, audiotapes of Board meetings are available for review for 30 days following the meeting. Please contact the Superintendent's Office at 619-336-7705 if you wish to schedule an appointment to listen to the audiotape.

From time-to-time writings that are public records, which are related to open session items on an agenda for a regular meeting, may be distributed to school board members after the posting of the agenda. Whenever this occurs, such writings will be available for public inspection in the office of the Superintendent located at 1500 N Avenue, National City, California, 91950.

Speaking to the Board

If you wish to speak to the Board, please fill out a Request to Speak card located on the table at the entrance to the Board Room and give it to the Recording Secretary. Board policy and state law stipulate that no oral presentation shall include charges or complaints against any employee of the District, including the Superintendent, regardless of whether or not the employee is identified by name or by another reference which tends to identify. California law requires that all charges or complaints against employees be addressed in Closed Session unless the employee requests a public hearing. All such charges or complaints therefore must be submitted to the Board under the provision of the District's policy. At the appropriate time, the Board President will invite speakers to approach the podium. Please use the microphone and state your name and address. This information is necessary in order to maintain accurate records of the meeting. Speakers are requested to limit their remarks to three minutes.

Compliance with Americans With Disabilities Act

The National School District, in compliance with the Americans with Disabilities Act (ADA), requests individuals who may need special accommodation to access, attend, and/or participate in Board meetings to contact the Superintendent's Office at 619-336-7705 at least 48 hours in advance of the meeting for information on such accommodation.

Translation Services

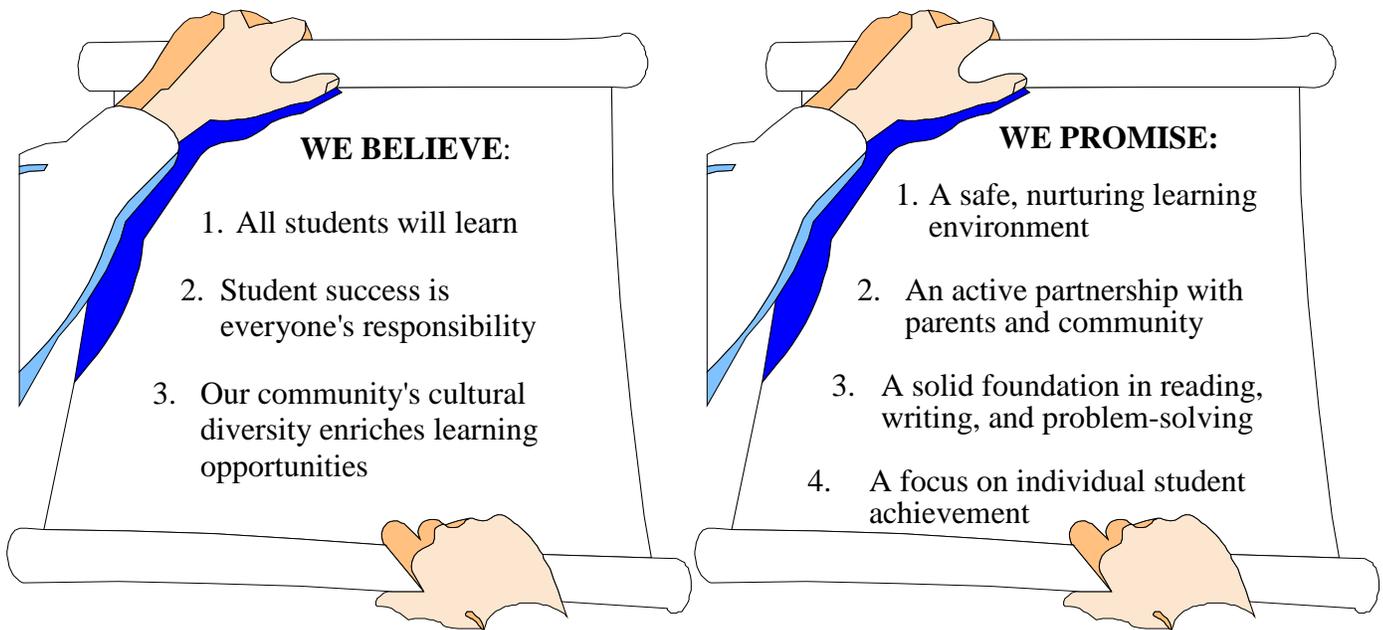
Members of the public who require translation services in order to participate in the meeting should contact the Superintendent's Office at 619-336-7705 at least 48 hours in advance of the meeting for information on such services.

Equal Opportunity Employer

The National School District is committed to providing equal educational, contracting, and employment opportunity to all in strict compliance with all applicable State and Federal laws and regulations. The District official who monitors compliance is the Assistant Superintendent--Human Resources, 1500 N Avenue, National City, California, 91950, phone 619-336-7722. Individuals who believe they have been a victim of unlawful discrimination in employment, contracting, or in an educational program may file a formal complaint with the District's Human Resources Office.

District Vision and Core Values

Creating Successful Learners...NOW





REGULAR MEETING OF THE GOVERNING BOARD

Administrative Center
1500 "N" Avenue
National City, CA 91950

Wednesday, January 27, 2016

Closed Session -- 4:30 p.m.

Open Session -- 6:00 p.m.

AGENDA

If you wish to speak to the Board, please fill out a Request to Speak card located on the table at the entrance to the Board Room.

This meeting may be recorded

NATIONAL SCHOOL DISTRICT

1500 'N' Avenue • National City, CA 91950 • (619) 336-7500 • Fax (619) 336-7505 • <http://nsd.us>

Creating Successful Learners... Now

January 27, 2016

1. CALL TO ORDER

2. PUBLIC COMMUNICATIONS

Public communication provides the public with an opportunity to address the Board regarding an item on the agenda or other topic. Anyone wishing to address the Board shall submit a "Request for Oral Communications" card. Cards are available near the entrance to the Board Room and are to be submitted to the Secretary. A member of the public who wishes to address the Board on any such matter(s) is limited to three (3) minutes for one matter up to a maximum of five (5) minutes for all matters unless such time limit is waived by a majority vote of the Board. There shall be a limit of twenty (20) minutes for any matter unless such time limit is waived by a majority vote of the Board. No Board action can be taken.

3. ADJOURN TO CLOSED SESSION

4. CLOSED SESSION – 4:30 P.M.

Closed session in accordance with Government Code Section 54956.9:
CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION
One Case

Closed session in accordance with Government Code Section 54957:
PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: Superintendent

Closed session in accordance with Government Code Section 54957.6:
CONFERENCE WITH LABOR NEGOTIATOR
Agency negotiator: Cindy Frazee
Employee organizations: California School Employees Association
National City Elementary Teachers Association

5. RETURN TO OPEN SESSION

6. CALL TO ORDER

7. PLEDGE OF ALLEGIANCE

8. ROLL CALL

9. PRESENTATIONS

9.A. Presentation by Lincoln Acres School students.

Luz Vicario, Principal,
Lincoln Acres School

9.B. Recognize Deborah Munoz, Lincoln Acres School, as the National School District Volunteer of the Month for January 2016.

Luz Vicario, Principal,
Lincoln Acres School

January 27, 2016

9.C. Recognize The Rigorous Curriculum Design ELA Team, as National School District Employees of the Month for January 2016. Paula Jameson-Whitney, Assistant Superintendent, Educational Services

9.D. Introduce and welcome the new employees. Cindy Frazee, Assistant Superintendent, Human Resources

10. PUBLIC COMMUNICATIONS

Public communication provides the public with an opportunity to address the Board regarding an item on the agenda or other topic. Anyone wishing to address the Board shall submit a "Request for Oral Communications" card. Cards are available near the entrance to the Board Room and are to be submitted to the Secretary. A member of the public who wishes to address the Board on any such matter(s) is limited to three (3) minutes for one matter up to a maximum of five (5) minutes for all matters unless such time limit is waived by a majority vote of the Board. There shall be a limit of twenty (20) minutes for any matter unless such time limit is waived by a majority vote of the Board. No Board action can be taken.

11. AGENDA

11.A. Approve agenda. Chris Oram, Superintendent

12. CONSENT CALENDAR/ROUTINE ITEMS OF BUSINESS

12.A. Minutes

12.A.I. Approve the minutes of the Regular Board Meeting held on December 9, 2015. Chris Oram, Superintendent

12.A.II. Approve the minutes of the Special Board Meeting held on January 7, 2016. Chris Oram, Superintendent

12.B. Administration

12.B.I. Approve the Quarterly Report to the San Diego County Office of Education on Williams Complaints. Chris Oram, Superintendent

12.B.II. Adopt Resolution #15-16.23 in support of the 2016 Annual Support Campaign for the South Bay Family YMCA. Chris Oram, Superintendent

12.C. Human Resources

12.C.I. Ratify/approve recommended actions in personnel activity list. Cindy Frazee, Assistant Superintendent, Human Resources

January 27, 2016

12.C.II. Pre-approval to hire temporary employee. Cindy Frazee, Assistant Superintendent, Human Resources

12.C.III. The employee resignations on the attached list were accepted by Cindy Frazee, Assistant Superintendent of Human Resources. Cindy Frazee, Assistant Superintendent, Human Resources

12.D. Educational Services

12.D.I. Approve Contract #CT3272 with Loren Tarantino Consulting, Inc. to facilitate the Local Control Accountability Planning. Paula Jameson-Whitney, Assistant Superintendent, Educational Services

12.D.II. Approve School Accountability Report Cards (SARC) for the 2014-2015 school year (see Exhibit A). Paula Jameson-Whitney, Assistant Superintendent, Educational Services

12.E. Business Services

12.E.I. Authorize the Assistant Superintendent of Business Services to advertise for Bid #15-16-157 Electronic Device Charging Cabinets. Christopher Carson, Assistant Superintendent, Business Services

12.E.II. Ratify/approve purchase orders, contracts and warrants summarized and detailed in Exhibit B. Christopher Carson, Assistant Superintendent, Business Services

13. GENERAL FUNCTIONS

13.A. Ratify Contract #CT3267 with Fred Pryor Seminars/CareerTrack to provide professional development for classified clerical staff on January 11, 2016. Chris Oram, Superintendent

13.B. Approve Contract #CT3268 with Scanning Service Corp to provide file scanning services. Chris Oram, Superintendent

13.C. Adopt Resolution #15-16.24 to form a Parent Teacher Association (PTA) at each District school. Chris Oram, Superintendent

14. EDUCATIONAL SERVICES

14.A. Amend Consultant Contracts #CT3200 through #CT3207 for teacher coaches in the California Math and Science Project (CaMSP) Partnership Grant Program. Paula Jameson-Whitney, Assistant Superintendent, Educational Services

January 27, 2016

- 14.B.** Approve Contract #CT3273 with UCSD to provide Diagnostic Observation Scales (ADOS) Professional Development for School Psychologists during the 2015-2016 school year. Paula Jameson-Whitney, Assistant Superintendent, Educational Services
- 14.C.** Approve Contract #CT3279 with Red Schoolhouse Software for Online Assessment Reporting Systems (OARS). Paula Jameson-Whitney, Assistant Superintendent, Educational Services
- 14.D.** Approve a decrease in the number of days of instruction from 20 (4-hour days) to 15 (5.35 hour days) for the 2015-2016 Extended School Year Session. Paula Jameson-Whitney, Assistant Superintendent, Educational Services

15. BUSINESS SERVICES

- 15.A.** Presentation and approval of Audit Report and its findings for National School District for the 2014-2015 fiscal year. Christopher Carson, Assistant Superintendent, Business Services
- 15.B.** Approve Audit Report and its findings for the Integrity Charter School for the 2014-2015 fiscal year. Christopher Carson, Assistant Superintendent, Business Services
- 15.C.** Approve Contract #CT3275 with Webb Cleff Architecture and Engineering, Inc. for Architectural Services for the Electrical and Mechanical Upgrades at John Otis, Kimball, Las Palmas, and Olivewood Schools. Christopher Carson, Assistant Superintendent, Business Services
- 15.D.** Approve Contract #CT3276 with Nyhart Actuary and Employee Benefits to provide post-employment actuarial valuation services. Christopher Carson, Assistant Superintendent, Business Services
- 15.E.** Approve Contract #CT3277 with Dale Scott & Company to provide Continuing Disclosure Services for the Measure N Bonds. Christopher Carson, Assistant Superintendent, Business Services
- 15.F.** Ratify Contract #CT3278 with Managed Health Network to provide an Employee Assistance Program for non-benefited staff. Christopher Carson, Assistant Superintendent, Business Services

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15.G. Accept the following gifts:

Christopher Carson,
Assistant

1. \$500.00 from Kiwanis Club of Sweetwater to the National City Collaborative Family Resource Centers to cover the cost of the holiday food box presentations for NSD families. Superintendent, Business Services
2. \$50.00 from Mental Health Association of San Diego to the National City Collaborative Family Resource Centers for use of classroom space.
3. \$500.00 from Ira Harbison PTO to Ira Harbison School for an anti-bullying assembly.
4. \$32.00 from United Cerebral Palsy Association of San Diego County to Ira Harbison School for school and classroom supplies.
5. \$400.00 from Central School Second Grade Teachers to Central School for field trip transportation.
6. \$250.00 from Maria Dela Paz via Sempra Employee Giving Network to Palmer Way School to be used for educational purposes.
7. \$400.00 from Olivewood School First Grade Students to Olivewood School for field trip transportation.
8. \$50.00 from Michelle Mendoza to El Toyon School for field trip transportation.
9. \$35.00 from El Toyon PTO to El Toyon School for field trip transportation.
10. Two iPads, two Otter Box Defender Cases and four Cyber Acoustic Headsets valued at \$1,800.00 from Donors Choose to National School District to be used by Speech/Language Pathologists to develop clear speech through electronic self-monitoring.

16. HUMAN RESOURCES - None

Cindy Frazee, Assistant
Superintendent, Human
Resources

17. BOARD WORKSHOP

17.A. Board Presentation on Local Control Accountability Plan: Update and 2016-2017 Development Process.

Paula Jameson-
Whitney, Assistant
Superintendent,
Educational Services

17.B. Board Presentation and update of facilities projects.

Christopher Carson,
Assistant
Superintendent,
Business Services

18. BOARD/CABINET COMMUNICATIONS

19. ADJOURNMENT

January 27, 2016

Agenda Item: **1. CALL TO ORDER**

Agenda Item: **2. PUBLIC COMMUNICATIONS**

Quick Summary / Abstract: Public communication provides the public with an opportunity to address the Board regarding an item on the agenda or other topic. Anyone wishing to address the Board shall submit a "Request for Oral Communications" card. Cards are available near the entrance to the Board Room and are to be submitted to the Secretary. A member of the public who wishes to address the Board on any such matter(s) is limited to three (3) minutes for one matter up to a maximum of five (5) minutes for all matters unless such time limit is waived by a majority vote of the Board. There shall be a limit of twenty (20) minutes for any matter unless such time limit is waived by a majority vote of the Board. No Board action can be taken.

Agenda Item: **3. ADJOURN TO CLOSED SESSION**

Agenda Item: **4. CLOSED SESSION – 4:30 P.M.**

Quick Summary / Abstract: Closed session in accordance with Government Code Section 54956.9:
CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION
One Case

Closed session in accordance with Government Code Section 54957:
PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: Superintendent

Closed session in accordance with Government Code Section 54957.6: **CONFERENCE WITH LABOR NEGOTIATOR**
Agency negotiator: Cindy Frazee
Employee organizations: California School Employees Association
National City Elementary Teachers Association

Agenda Item: **5. RETURN TO OPEN SESSION**

Agenda Item: **6. CALL TO ORDER**

Agenda Item: **7. PLEDGE OF ALLEGIANCE**

Agenda Item: **8. ROLL CALL**

Quick Summary / Abstract: Board:
Barbara Avalos
Maria Betancourt-Castañeda
Brian Clapper
Maria Dalla
Alma Sarmiento

Staff:
Chris Oram, Ed.D., Superintendent
Chris Carson, Assistant Superintendent-Business Services
Paula Jameson-Whitney, Assistant Superintendent-Educational Services
Cindy Frazee, Assistant Superintendent-Human Resources

January 27, 2016

Agenda Item: **9. PRESENTATIONS**

Agenda Item: **9.A. Presentation by Lincoln Acres School students.**

Author/Speaker: Luz Vicario, Principal, Lincoln Acres School
Board Member Betancourt-Castañeda

Agenda Item: **9.B. Recognize Deborah Munoz, Lincoln Acres School, as the National School District Volunteer of the Month for January 2016.**

Author/Speaker: Luz Vicario, Principal, Lincoln Acres School
Board Member Dalla

Comments: Debbie Munoz is a retired speech therapist from the Sweetwater Union High School District. Throughout her career she was and continues to be active in numerous organizations. She has served as PTA President during her children's elementary, middle and high school years. Most recently Debbie has been president of the International Association of Orofacial Myology and Starlarks of Bonita. Debbie is currently a member of the National Association of Parliamentarians of San Diego and is working towards becoming a Professional Registered Parliamentarian. Debbie has volunteered here at Lincoln Acres School to train our PTO leadership on agenda building, setting goals for annual budgets, bookkeeping and basic parliamentary procedures for maintaining a healthy parent/teacher organization. She is doing this completely on a volunteer basis and our parents have welcomed her with open arms. We feel very fortunate to have such a skilled individual working with our school and community.

January 27, 2016

Agenda Item: **9.C. Recognize The Rigorous Curriculum Design ELA Team, as National School District Employees of the Month for January 2016.**

Author/Speaker: Paula Jameson-Whitney, Assistant Superintendent, Educational Services
Board Members Avalos and Sarmiento

Quick Summary / Abstract: National School District is in the midst of dramatic change. The implementation of Common Core State Standards in English Language Arts and math, a new assessment system, changing technologies allowing for ongoing innovation, and the Local Control Funding Formula have enabled NSD to be poised as a leading district in the county.

Comments: For the past year and a half, teacher leaders have engaged in the process of creating Common Core instructional units. Organizing the Common Core State Standards into a logical sequence, emphasizing priority standards designed to bring the standards into focus. With formative pre and post-assessments, the units provide a structure for all teachers in NSD to utilize as they prepare students for college and career. It has been challenging work, yet these teacher leaders know that by joining together, by stepping outside their classrooms, they are influencing the future of National City's children beyond what they could do individually.

This team has worked collaboratively to establish a vision of equity and excellence that they share with the entire National School District community. They represent the spirit of National School District's teaching force. Tonight is time to thank them for their service and continued commitment.

Attachments:
RCD ELA Team

RCD ELA Team Members

Delia Arancibia

Lisa Baeza

Callie Coffin

Eleanor Cruz

Maria Duarte

Sarah Flora

Angela Franco

Martha Garcia-Gallaga

Dalilah Gil-Dang

Rachael Hallett

Amber Koubeserian

Jamie Lathers

Breanne McCartney

Gisela Marable

Kathrina Mendez

Cynthia Murillo

Patricia Peña

Sarah Peterson

Shannon Schafer

Linda Vazquez

Diana Whitaker

Jessica Yoon

January 27, 2016

Agenda Item: **9.D. Introduce and welcome the new employees.**

Author/Speaker: Cindy Frazee, Assistant Superintendent, Human Resources

Quick Summary /
Abstract: The employees on the attached list were approved at the December 9, 2015, governing Board meeting.

Comments: Cindy Frazee, Assistant Superintendent, Human Resources, will introduce and welcome new employees.

Attachments:
Introduce and welcome

Introduce & Welcome 1/27/16		
Name	Position	Location
Gabriela Manriquez	Instructional Assistant – Health Care	Central School
Margarita Suarez	Instructional Assistant – Health Care	Palmer Way School

January 27, 2016

Agenda Item: **10. PUBLIC COMMUNICATIONS**

Quick Summary /
Abstract:

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January 27, 2016

Agenda Item: **11. AGENDA**

Agenda Item: **11.A. Approve agenda.**

Author/Speaker: Chris Oram, Superintendent

Superintendent's
Recommended
Motion: Approve agenda

January 27, 2016

Agenda Item:

12. CONSENT CALENDAR/ROUTINE ITEMS OF BUSINESS

Quick Summary /
Abstract:

All items listed under the Consent Calendar are considered by the Board in one action. There will be no discussion of these items prior to the time the Board votes on the motion, unless members of the Board, staff, or public request specific items to be discussed and/or removed from the Consent Calendar.

Superintendent's
Recommended
Motion:

Approve Consent Calendar

January 27, 2016

Agenda Item: **12.A. Minutes**

Agenda Item: **12.A.I. Approve the minutes of the Regular Board Meeting held on December 9, 2015.**

Author/Speaker: Chris Oram, Superintendent

Attachments:
Board Minutes - 12/09/2015

Agenda Item: **12.A.II. Approve the minutes of the Special Board Meeting held on January 7, 2016.**

Author/Speaker: Chris Oram, Superintendent

Attachments:
Special Board Minutes - 01/07/2016

**NATIONAL SCHOOL DISTRICT
Minutes of the Regular Meeting
GOVERNING BOARD**

December 09, 2015
6:00 PM
Administrative Center
1500 "N" Avenue
National City, CA 91950

Attendance Taken at 6:04 PM:

Present:

Ms. Barbara Avalos
Ms. Maria Betancourt-Castañeda
Mr. Brian Clapper
Ms. Maria Dalla
Ms. Alma Sarmiento

1. CALL TO ORDER

President Avalos called the public meeting to order at 4:00 p.m.

2. PUBLIC COMMUNICATIONS

None

3. ADJOURN TO CLOSED SESSION

4. CLOSED SESSION - 4:00 P.M.

Closed session was held from 4:00 p.m. to 6:00 p.m. and from 8:22 p.m. to 9:24 p.m. President, Barbara Avalos announced that the Board held Closed session in accordance with Government Code Section 54957: Public Employee Discipline/Dismissal/Release; Government Code Section 54957: Public Employee Performance Evaluation - Superintendent; and with Government Code Section 54957.6: Conference with Labor Negotiator - Agency negotiator: Cindy Frazee, Employee organizations: California School Employees Association and National City Elementary Teachers Association. All board members were present. Chris Carson was present from 4:00 p.m. to 6:00 p.m. and from 8:22 p.m. to 8:51 p.m. Cindy Frazee was present from 4:28 p.m. to 4:52 p.m. and from 8:22 p.m. to 8:51 p.m. Chris Oram was present from 4:00 p.m. to 6:00 p.m. and from 8:22 p.m. to 9:24 p.m.

5. RETURN TO OPEN SESSION

6. CALL TO ORDER

7. PLEDGE OF ALLEGIANCE

8. ROLL CALL

9. ANNUAL ORGANIZATIONAL MEETING

9.A. Election of Board President

Motion Failed: Nominate Barbara Avalos as Board President Failed with a motion by Ms. Alma Sarmiento and a second by Ms. Barbara Avalos.

Yes Ms. Barbara Avalos
No Ms. Maria Betancourt-Castañeda
No Mr. Brian Clapper
No Ms. Maria Dalla
Yes Ms. Alma Sarmiento

Motion Passed: Nominate Brian Clapper as Board President Passed with a motion by Ms. Maria Dalla and a second by Ms. Maria Betancourt-Castañeda.

Abstain Ms. Barbara Avalos
Yes Ms. Maria Betancourt-Castañeda
Yes Mr. Brian Clapper
Yes Ms. Maria Dalla
No Ms. Alma Sarmiento

9.B. Election of Board Clerk

Motion Withdrawn: Nominate Alma Sarmiento as Board Clerk (declined by Alma Sarmiento) was Withdrawn by Ms. Maria Betancourt-Castañeda.

Motion Passed: Nominate Maria Dalla as Board Clerk Passed with a motion by Ms. Maria Betancourt-Castañeda and a second by Mr. Brian Clapper.

Abstain Ms. Barbara Avalos
Yes Ms. Maria Betancourt-Castañeda
Yes Mr. Brian Clapper
Yes Ms. Maria Dalla
Yes Ms. Alma Sarmiento

9.C. Appointment of Secretary to the Governing Board: Chris Oram, Ed.D., District Superintendent.

Motion Passed: Appointment of Chris Oram as Secretary to the Governing Board Passed with a motion by Ms. Maria Dalla and a second by Ms. Maria Betancourt-Castañeda.

Yes Ms. Barbara Avalos
Yes Ms. Maria Betancourt-Castañeda
Yes Mr. Brian Clapper
Yes Ms. Maria Dalla
Yes Ms. Alma Sarmiento

10. PRESENTATIONS

10.A. Presentation by Ira Harbison School students.

Students from Ira Harbison School gave a presentation on their REACH Program. Board member, Maria Betancourt-Castañeda and Superintendent, Chris Oram, presented each of the students with a certificate, book and bookmark.

10.B. Recognize Mrs. Manuela Ramirez, Ira Harbison Elementary School, as the National School District Volunteer of the Month for December 2015.

Recognized Mrs. Manuela Ramirez, Ira Harbison School, as the National School District Volunteer of the Month for December 2015. Principal, Elena De La Rosa, introduced Mrs. Ramirez and commented on her many fine qualities.

On behalf of the Governing Board, Brian Clapper presented Mrs. Ramirez with a certificate and a logo clock.

10.C. Recognize Rachel Pedregal, Administrative Assistant, Educational Services, as National School District Employee of the Month for December 2015.

Recognized Rachel Pedregal, Administrative Assistant, Educational Services, as National School District Employee of the Month for December 2015.

On behalf of the Governing Board, Maria Dalla presented Rachel Pedregal with a framed certificate and a District logo watch.

10.D. Presentation of Certificate of Appreciation to Frank Motors Group for their partnership and support of National School District students.

The representative from Frank Motors Group was unable to attend the meeting. The certificate will be presented at a later date.

11. PUBLIC COMMUNICATIONS

Jannette Colada-Tacto, NCETA, spoke regarding OneSight donation and negotiations.

12. AGENDA

12.A. Approve agenda.

Motion Passed: Approve agenda Passed with a motion by Ms. Maria Dalla and a second by Ms. Maria Betancourt-Castañeda.

Yes Ms. Barbara Avalos

Yes Ms. Maria Betancourt-Castañeda

Yes Mr. Brian Clapper

Yes Ms. Maria Dalla

Yes Ms. Alma Sarmiento

13. CONSENT CALENDAR/ROUTINE ITEMS OF BUSINESS

Motion Passed: Approve Consent Calendar, with the exception of item 13.B.I, which was pulled for separate vote Passed with a motion by Ms. Maria Betancourt-Castañeda and a second by Ms. Maria Dalla.

Yes Ms. Barbara Avalos
Yes Ms. Maria Betancourt-Castañeda
Yes Mr. Brian Clapper
Yes Ms. Maria Dalla
Yes Ms. Alma Sarmiento

13.A. Minutes

13.A.I. Approve the minutes of the Regular Board Meeting held on November 18, 2015.

13.B. Administration

13.B.I. Ratify travel request for Maria Betancourt-Castañeda to attend the National Association of Latino Elected and Appointed Officials (NALEO) Conference in Washington D.C. on September 18-19, 2015.

Motion Passed: Following discussion, ratify travel request Passed with a motion by Ms. Maria Dalla and a second by Mr. Brian Clapper.

Yes Ms. Barbara Avalos
Abstain Ms. Maria Betancourt-Castañeda
Yes Mr. Brian Clapper
Yes Ms. Maria Dalla
Yes Ms. Alma Sarmiento

13.C. Human Resources

13.C.I. Ratify/approve recommended actions in personnel activity list.

13.C.II. Pre-approval to hire temporary employees.

13.C.III. The employee resignation on the attached list was accepted by Cindy Frazee, Assistant Superintendent of Human Resources.

13.D. Educational Services

13.D.I. Approve MOU with Guitars in the Classroom to provide instruction, materials, and support for Enrichment Teacher Music Program teachers.

13.D.II. Approve School Site Plan Revisions for 2015-2016.

13.E. Business Services

13.E.I. Authorize the Assistant Superintendent of Business Services to advertise for asphalt maintenance projects for the 2016 calendar year.

13.E.II. Ratify/approve purchase orders, contracts and warrants as summarized and detailed in Exhibit A.

14. GENERAL FUNCTIONS

15. EDUCATIONAL SERVICES

15.A. Approve Consultant Contract #CT3229 with Literature Comes to Life, to provide an Interactive Drama Assembly at Las Palmas School on March 16, 2016.

Motion Passed: Approve Contract Passed with a motion by Ms. Maria Dalla and a second by Ms. Maria Betancourt-Castañeda.

Yes Ms. Barbara Avalos

Yes Ms. Maria Betancourt-Castañeda

Yes Mr. Brian Clapper

Yes Ms. Maria Dalla

Yes Ms. Alma Sarmiento

15.B. Approve Contract #CT3263 with Hanover Research for Local Control Funding Formula evaluation services.

Motion Passed: Following discussion, Approve Contract Passed with a motion by Ms. Maria Dalla and a second by Ms. Maria Betancourt-Castañeda.

Yes Ms. Barbara Avalos

Yes Ms. Maria Betancourt-Castañeda

Yes Mr. Brian Clapper

Yes Ms. Maria Dalla

Yes Ms. Alma Sarmiento

16. BUSINESS SERVICES

16.A. Adopt Resolution #15-16.22 of the National School District to withdraw membership in Schools Excess Liability Fund effective July 1, 2016.

Motion Passed: Adopt Resolution Passed with a motion by Ms. Maria Dalla and a second by Ms. Maria Betancourt-Castañeda.

Yes Ms. Barbara Avalos

Yes Ms. Maria Betancourt-Castañeda

Yes Mr. Brian Clapper

Yes Ms. Maria Dalla

Yes Ms. Alma Sarmiento

16.B. Report on and Approval of the Positive Certification and Budget Revisions for the First Period Interim Financial Report as of October 31, 2015 (see Exhibit B).

Motion Passed: Following a presentation by Chris Carson, Approve the Positive Certification and Budget Revisions for the First Period Interim Financial Report as of October 31, 2015 Passed with a motion by Ms. Barbara Avalos and a second by Ms. Maria Betancourt-Castañeda.

Yes Ms. Barbara Avalos

Yes Ms. Maria Betancourt-Castañeda

Yes Mr. Brian Clapper

Yes Ms. Maria Dalla

Yes Ms. Alma Sarmiento

16.C. Accept the following gifts:

Motion Passed: Accept gifts Passed with a motion by Ms. Barbara Avalos and a second by Ms. Maria Dalla.

Yes Ms. Barbara Avalos

Yes Ms. Maria Betancourt-Castañeda

Yes Mr. Brian Clapper

Yes Ms. Maria Dalla

Yes Ms. Alma Sarmiento

17. HUMAN RESOURCES

17.A. Approve the job description for a Registered Dietitian.

Motion Passed: Following discussion, Approve the job description for a Registered Dietitian Passed with a motion by Ms. Barbara Avalos and a second by Ms. Maria Dalla.

Yes Ms. Barbara Avalos

Yes Ms. Maria Betancourt-Castañeda

Yes Mr. Brian Clapper

Yes Ms. Maria Dalla

Yes Ms. Alma Sarmiento

17.B. Approve the negotiated three year agreement between California School Employees Association (CSEA), Chapter 206, and the Governing Board of the National School District.

Motion Passed: Approve the negotiated three year agreement between California School Employees Association (CSEA), Chapter 206, and the Governing Board of the National School District. Passed with a motion by Ms. Barbara Avalos and a second by Ms. Maria Dalla.

Yes Ms. Barbara Avalos

Yes Ms. Maria Betancourt-Castañeda

Yes Mr. Brian Clapper

Yes Ms. Maria Dalla

Yes Ms. Alma Sarmiento

18. BOARD WORKSHOP

18.A. Board Workshop regarding PTA services.

Sue King and Carol Green of PTA gave a presentation regarding PTA services.

19. BOARD/CABINET COMMUNICATIONS

Mrs. Sarmiento shared that she is looking forward to working with PTA. She shared that she attended the CSBA conference last week as well as the pancake breakfast on Saturday.

Mrs. Betancourt-Castañeda congratulated the students, the Volunteer of the Month and the Employee of the Month. She shared that she attended the CSBA conference last week as well as Girls on the Run event on Sunday. She invited everyone to attend the spaghetti dinner at Olivewood School next Wednesday evening.

Mrs. Avalos shared that she attended the CSBA conference last week. She commented she was unable to attend school functions due to the conference. She wished everyone a Merry Christmas and Happy New Year.

Mrs. Dalla thanked the teachers for sharing their concerns. She thanked Mrs. Avalos for her hard work as Board President. She congratulated Mr. Clapper.

Mrs. Frazee thanked the students for their great presentation and congratulated the Volunteer of the Month and the Employees of the Month. She wished everyone Happy Holidays.

Mr. Carson shared that he and Mr. Martinez met with the architects to discuss the projects at the remaining four schools. He also shared that the drawings will be submitted to DSA by the end of the week. He shared that he will be attending the Governor's Budget Meeting on January 14 and will bring information to the January 27 meeting.

Mrs. Jameson-Whitney shared that she and Dr. Vasquez attending the Title III conference this week. She shared information regarding the music program.

Dr. Oram shared that he attended the music festival on Tuesday and was very impressed with how well the students performed. He also shared that the pancake breakfast brought in over \$2,000. He shared that the Kiwanis members will finish delivering 60 bikes to students by the end of the week. The bikes were purchased thanks to the fundraiser put on by Sweetwater High School Principal, Maribel Gavin. He shared that he attended the CBOC meeting last week and members of the committee were able to visit the sites to see the work that had been completed over the summer.

Mr. Clapper shared that he was not able to attend most of the CSBA conference. He shared that 120 families have applied for Spirit of the Holidays. On behalf of OneSight, he thanked NCETA for their donation. He reminded everyone that the tree lighting is tomorrow night and there will also be a free ice skating rink for all to enjoy.

20. ADJOURNMENT

The meeting was adjourned to Closed Session at 8:22 p.m.

The meeting was adjourned at 9:24 p.m.

Clerk of the Governing Board

Secretary to the Governing Board

**NATIONAL SCHOOL DISTRICT
Minutes of the Special Meeting
GOVERNING BOARD**

January 07, 2016
3:00 PM
Administrative Center
1500 "N" Avenue
National City, CA 91950

Attendance Taken at 3:00 PM:

Present:

Ms. Barbara Avalos
Ms. Maria Betancourt-Castañeda
Mr. Brian Clapper
Ms. Maria Dalla
Ms. Alma Sarmiento

1. CALL TO ORDER

President Clapper called the public meeting to order at 3:00 p.m.

2. PLEDGE OF ALLEGIANCE

President Clapper led the Pledge of Allegiance.

3. ROLL CALL

4. PUBLIC COMMUNICATIONS

None

5. ADJOURN TO CLOSED SESSION

6. CLOSED SESSION

Closed session was held from 3:00 p.m. to 6:30 p.m. President, Brian Clapper announced that the Board held Closed session in accordance with Closed session in accordance with Government Code Section 54956.9: Conference with Legal Counsel-Anticipated Litigation-One Case; Government Code Section 54957: Public Employee Discipline/Dismissal/Release; Government Code Section 54957: Public Employee Performance Evaluation - Superintendent; and with Government Code Section 54957.6: Conference with Labor Negotiator - Agency negotiator: Cindy Frazee, Employee organizations: California School Employees Association and National City Elementary Teachers Association. All board members were present. Chris Oram, Chris Carson and Cindy Frazee were present from 3:00 p.m. to 6:30 p.m.

President, Brian Clapper, announced that in closed session the Governing Board voted unanimously to accept the voluntary retirement agreement with employee #261-985. He also announced that in closed session the Governing Board voted unanimously to terminate employee #538-865.

7. ADJOURNMENT

The meeting was adjourned at 6:30 p.m.

Clerk of the Governing Board

Secretary to the Governing Board

January 27, 2016

Agenda Item: **12.B. Administration**

Agenda Item: **12.B.I. Approve the Quarterly Report to the San Diego County Office of Education on Williams Complaints.**

Author/Speaker: Chris Oram, Superintendent

Quick Summary / Abstract: In May 2000, a lawsuit was filed against the State of California complaining that low-performing schools across the State were housed in facilities that were dirty, unsafe and inadequate with further allegations that these schools were additionally burdened with unqualified teachers and insufficient instructional materials. A settlement in Williams vs. California was agreed to in August 2004 and subsequently enacted into law through SB 6, SB 550, AB 1550, AB 2727 and AB 3001 (chaptered September 29, 2004).

The intent of the Williams settlement is to ensure that all students have equal access to:

- Instructional materials
- Qualified teachers
- Safe, clean and adequate facilities

Comments: A stipulation of the settlement is that all school districts must update Uniform Complaint Procedures to include:

- Instructional materials
- Teacher vacancies and misassignments
- Emergency or urgent facilities issues

The Governing Board of National School District enacted changes to the Uniform Complaint Procedures on December 8, 2004.

Notices have been posted in each classroom in every school informing parents/guardians that all classes in all California public schools must have sufficient instructional materials and that the facilities must be clean, safe and in “good repair.” The notices also provide information on how and where to file a complaint.

The District is obligated to present a quarterly summary report of complaints to the Governing Board and to the San Diego County Office of Education. For the period of October through December 2015, no Williams Complaints were filed in the District.

See attached quarterly uniform complaint report summary.

Attachments:
Williams Quarterly Report

National School District

Quarterly Uniform Complaint Report Summary

For submission to National School District Governing Board

and

San Diego County Office of Education

District Name: National School District

Quarter covered by this report: October – December 2015

Please fill in the following table. Enter 0 in any cell that does not apply.

	Number of complaints received in quarter	Number of complaints resolved	Number of complaints unresolved
Instructional Materials	0	0	0
Facilities	0	0	0
Teacher Vacancy and Misassignment	0	0	0
Totals:	0	0	0

Submitted by: Yvette Olea

Title: Executive Assistant to the Superintendent

January 27, 2016

Agenda Item: **12.B.II. Adopt Resolution #15-16.23 in support of the 2016 Annual Support Campaign for the South Bay Family YMCA.**

Author/Speaker: Chris Oram, Superintendent

Quick Summary / Abstract: The Annual Support Campaign for the South Bay Family YMCA is a local effort to raise money so people in our community can benefit from the services offered by the YMCA.

Comments: The 2016 Annual Support Campaign for the South Bay Family YMCA runs from February 1 through March 1, 2016. The campaign will be coordinated by Chris Oram, with representatives from each work site. The campaign goal for the National School District for the 2015-2016 school year is to realize contributions from 50% or more of our employees. To support this campaign, a South Bay Family YMCA resolution has been submitted for consideration by the Governing Board.

National City families benefit directly from our South Bay Family YMCA contributions.

Attachments:
Resolution #15-16.23

January 27, 2016

Agenda Item: **12.C. Human Resources**

Agenda Item: **12.C.I. Ratify/approve recommended actions in personnel activity list.**

Author/Speaker: Cindy Frazee, Assistant Superintendent, Human Resources

Quick Summary /
Abstract: Background information on individuals submitted under separate cover to Board Members.

Financial Impact: See staff recommendation table.

Attachments:
Staff Recommendations

CERTIFICATED STAFF RECOMMENDATIONS

January 27, 2016

Name **Position** **Effective Date** **Placement** **Funding Source**

Employment

1. Vicky Shay	Teacher of Special Day Class Early Childhood Kimball School	January 11, 2016	Class I, Step 1	General Fund
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Temporary Employment

None				
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Additional Duties

None				
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Contract Extension/Change

None				
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Unpaid Leave of Absence

2. Daniela Butler	Speech Language Pathologist	January 15, 2016 to January 22, 2016	FMLA	
3. Carin Ritter	Teacher Palmer Way School	January 28, 2016 to June 8, 2016	FMLA	

CLASSIFIED STAFF RECOMMENDATIONS

January 27, 2016

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Placement</u>	<u>Funding Source</u>
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Employment

4. Krista Falcetta	Instructional Assistant – Special Education 3 hours per day 210 days per year Ira Harbison School	January 28, 2016	Range 18, Step 1	General Fund
5. Claudia Fonseca	Instructional Assistant – Special Education 3 hours per day 210 days per year Central School	January 28, 2016	Range 18, Step 1	General Fund
6. Teresa Hernandez	Child Nutrition Assistant 3 hours per day 208 days per year Lincoln Acres School	January 28, 2016	Range 11, Step 1	General Fund

Contract Extension/Change

7. Jennifer Greer	From Office Technician – District Child Nutrition Services to Assistant Buyer/Storekeeper – District Purchasing 8 hours per day 12 months per year	January 28, 2016	Range 21, Step 1	General Fund
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Unpaid Leave of Absence

None				
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January 27, 2016

Agenda Item: **12.C.II. Pre-approval to hire temporary employee.**

Author/Speaker: Cindy Frazee, Assistant Superintendent, Human Resources

Quick Summary / Abstract: At the May 27, 2015 Board meeting the Governing Board pre-authorized the Assistant Superintendent of Human Resources to offer employment to temporary certificated employees.

Attachments:

Pre-approved temporary employee

Temporary Hires Pre-Approved 1/27/16			
Name	Position	Location	Effective Date
1. Sandra Mauldin	SDC Temporary Teacher	Central School	12/14/15

At the May 27, 2015 Board meeting the Governing Board pre-authorized the Assistant Superintendent of Human Resources to offer employment to temporary certificated employees.

January 27, 2016

Agenda Item: **12.C.III. The employee resignations on the attached list were accepted by Cindy Frazee, Assistant Superintendent of Human Resources.**

Author/Speaker: Cindy Frazee, Assistant Superintendent, Human Resources

Quick Summary /
Abstract: None

Attachments:
Resignations

**Resignations
1/27/16**

Name	Position	Location	Effective Date
Sheryll Celladora	Payroll/Benefits Specialist	District Office	January 7, 2016
Charity Johnson	Child Nutrition Services Area Supervisor	District Office	January 8, 2016

January 27, 2016

Agenda Item: **12.D. Educational Services**

Agenda Item: **12.D.I. Approve Contract #CT3272 with Loren Tarantino Consulting, Inc. to facilitate the Local Control Accountability Planning.**

Author/Speaker: Paula Jameson-Whitney, Assistant Superintendent, Educational Services

Quick Summary / Abstract: National School District has approved Local Control Accountability Plans (LCAP) in 2014 and 2015. This comprehensive plan is the result of many hours of input, committee meetings, and planning. Consultant Kris Flynn, has facilitated the Local Control Accountability Planning Committee for the last two years of plan development. Her role as a neutral, yet knowledgeable facilitator has enabled the process to be transparent and authentic.

The Local Control Accountability Plan is a three-year rolling plan that must be reviewed and revised annually. Beginning in February 18, 2016, the LCAP committee will reconvene to assess the effectiveness of the current plan, determine next steps, and develop the 2016-2017 plan. With Kris Flynn again serving as facilitator of the process, we can maintain the consistency, transparency and community involvement established the last two years.

Comments: In addition to facilitating the Local Control Accountability Plan meetings, Kris Flynn also assists with the development of the agendas for the meetings, provides legislative updates to the Ed Services staff pertaining to the plan, and assists with needed research and fact finding.

Financial Impact: Not to exceed \$5,000
One time cost
Local Control Funding Formula

January 27, 2016

Agenda Item: **12.D.II. Approve School Accountability Report Cards (SARC) for the 2014-2015 school year (see Exhibit A).**

Author/Speaker: Paula Jameson-Whitney, Assistant Superintendent, Educational Services

Quick Summary / Abstract: We are again providing our parents and the community with information about education at the schools in the National School District with the state-mandated School Accountability Report Cards. This state-mandated document is required to be updated yearly and submitted to the Board for approval by February 1 of each school year.

In the past the State has provided much of the data required in the SARC. However, due to budget deficits and lack of staff in Sacramento, the State no longer provides the data previously supplied to districts. Our principals, working with our consultant, Martha Gutierrez and Educational Services staff, have worked hard to complete these documents in a timely manner.

Comments: The Executive Summary of the School Accountability Report Cards will be sent home with all students in February. The full report will be made available in both English and Spanish at each site. Additional copies will be kept on hand for individual requests by families new to the community and/or any community member or businesses requesting one. The SARCs can also be obtained through the Internet by accessing our web site at www.nsd.us.

Attachments:
Exhibit A - 01/27/2016

January 27, 2016

Agenda Item: **12.E. Business Services**

Agenda Item: **12.E.I. Authorize the Assistant Superintendent of Business Services to advertise for Bid #15-16-157 Electronic Device Charging Cabinets.**

Author/Speaker: Christopher Carson, Assistant Superintendent, Business Services

Quick Summary / Abstract: As the District undertakes to achieve one-to-one device integration in the classrooms, it will be necessary to have a standardized method of storing the devices when not in use. Additionally, the storage cabinets and/or carts also serve to recharge the devices, and provide security against theft. Cabinets take less classroom floor space than carts. Some cabinets are available through approved purchasing cooperatives such as NCEPC, WSCA, NJPA, and CMAS, however, many are not and must be purchased through a formal bid process if the purchase will exceed the California Bid Threshold (currently \$87,800).

Comments: The administration requests authorization to advertise for Bid #15-16-157 Electronic Device Charging Cabinets.

Financial Impact: Approximately \$300
One time cost
General Fund

January 27, 2016

Agenda Item: **12.E.II. Ratify/approve purchase orders, contracts and warrants as summarized and detailed in Exhibit B.**

Author/Speaker: Christopher Carson, Assistant Superintendent, Business Services

Financial Impact: See exhibit for summary of expenditures
All funds are included in the totals

Attachments:
Exhibit B - 01/27/2016

January 27, 2016

Agenda Item: **13. GENERAL FUNCTIONS**

Agenda Item: **13.A. Ratify Contract #CT3267 with Fred Pryor Seminars/CareerTrack to provide professional development for classified clerical staff on January 11, 2016.**

Author/Speaker: Chris Oram, Superintendent

Quick Summary / Abstract: Microsoft Excel is one of today's most powerful and versatile business tools, but if not familiar with its basic functions, formulas, commands and keystrokes, it can be frustrating to use. This Excel training seminar gives strong fundamentals to build on. Staff will learn how to use charts, graphs, fonts, borders, shading and more, as well as learn to produce spreadsheets that communicate better and really get attention.

Comments: This one day Excel training covered topics such as:

- Master Excel formulas and functions
- Design and organize professional looking worksheets
- Add charts and graphs to give spreadsheets a visual punch
- Copy, move, delete, insert or replace anything with ease
- Create and use simple macros that save time and sidestep mistakes

The District asked for input from the school clerical staff as to what professional development they felt would benefit them most. The staff requested a training on Excel. After doing some research, the District was able to secure the training with Fred Pryor Seminars. It was too late to include this contract in the December agenda and is therefore being brought forward for ratification.

Superintendent's Recommended Motion: Ratify Contract

Financial Impact: \$3,600
One time cost
General Fund

January 27, 2016

Agenda Item: **13.B. Approve Contract #CT3268 with Scanning Service Corp to provide file scanning services.**

Author/Speaker: Chris Oram, Superintendent

Quick Summary / Abstract: The District currently has a contract with Questys Management Systems for storing and maintaining permanent records in electronic format. Scanning of the backlog of documents has proven to be a time consuming project which cannot be completed by existing staff. As per the Board goals for the Superintendent, the District will contract with an outside company for scanning services in order to expedite the process.

Scanning Service Corp has been developing imaging products and scanning since 1985. They provide service nationwide and perform all services in house. Their scanning services include scanning paper files, microfilm, microfiche and aperture cards. They can provide the scanned image in .tif, .jpg and .pdf for ease of use in any imaging system. Scanning Service Corp scan mostly for government and educational clients

Comments: Scanning of backlog documents will be broken up over a five year period. District staff will scan current documents from this point forward.

Superintendent's Recommended Motion: Approve Contract

Financial Impact: Not to exceed \$200,000 (over five year period)
Annual cost broken up over five year period
General Fund

January 27, 2016

Agenda Item: **13.C. Adopt Resolution #15-16.24 to form a Parent Teacher Association (PTA) at each District school.**

Author/Speaker: Chris Oram, Superintendent

Quick Summary / Abstract: One of the goals of the District's Strategic Plan is to have effective communication and outreach, which includes parent involvement. The mission of California State PTA is to positively impact the lives of all children and families. Together, the District and the California PTA can help to increase parent involvement, which has a great impact on the students, schools and community.

Comments: The California State PTA represents more than 800,000 members. As part of a century-long, nationwide, grassroots movement, California State PTA is a professional, non-profit volunteer organization committed to the well-being of all children and families. They work to promote the welfare of children and youth in home, school, community, and place of worship; raise the standards of home life; secure adequate laws for the care and protection of children and youth; bring into closer relation the home and the school, that parents and teachers may cooperate intelligently in the education of children and youth; and develop between educators and the general public such united efforts as will secure for all children and youth the highest advantages in physical, mental, social and spiritual education.

PTA offers extensive support for local affiliates including:

- Training of new officers
- Templates for bylaws
- Well-developed organizational procedures
- Support for the establishment of non-profit status and the filing of required state and federal reports
- Liability insurance for PTA sponsored events

These supports, along with the structure PTA provides will provide greater stability for the parent groups at each school site.

Attachments:
Resolution #15-16.24

National School District Resolution

#15-16.24

FORMING A PARENT TEACHER ASSOCIATION (PTA) AT EACH DISTRICT SCHOOL

WHEREAS, the California State PTA represents more than 800,000 members. As part of a century-long, nationwide, grassroots movement, California State PTA is a professional, non-profit volunteer organization committed to the well-being of all children and families; and

WHEREAS, the California State PTA believes every adult has a responsibility to ensure that all children develop to their full potential and believe parents are children's first teachers and that parent involvement is essential throughout a child's educational experience; and

WHEREAS, the California State PTA believes that family is the basic unit of society responsible for the support and nurturing of all children, and recognize that "the family" may be defined in many ways; and.

WHEREAS, the California State PTA believes their responsibility includes advocating for the safety and welfare of all children and the opportunity for a quality public education for each child.

WHEREAS, the California PTA works to promote the welfare of children and youth in home, school, and community; raise the standards of home life; secure adequate laws for the care and protection of children and youth; bring into closer relation the home and the school, that parents and teachers may cooperate intelligently in the education of children and youth; and develop between educators and the general public such united efforts as will secure for all children and youth the highest advantages in physical, mental, and social education.

THEREFORE, BE IT RESOLVED, that beginning with the 2016-2017 school year, all parent/teacher organizations at District schools shall become an affiliate of the California PTA.

January 27, 2016

Agenda Item: **14. EDUCATIONAL SERVICES**

Agenda Item: **14.A. Amend Consultant Contracts #CT3200 through #CT3207 for teacher coaches in the California Math and Science Project (CaMSP) Partnership Grant Program.**

Author/Speaker: Paula Jameson-Whitney, Assistant Superintendent, Educational Services

Quick Summary / Abstract: National School District, the University of California San Diego, Chula Vista Elementary School District, Sweetwater Union School District, and the San Diego County Office of Education, applied for and were awarded a three-year California Mathematics and Science Partnership Grant titled: Solving Problems through Engineering in the Physical Sciences (Power). National School District serves as the lead agency on this grant. The three year grant will provide professional development to assist with the implementation of the Next Generation Science Standards(NGSS).

Teacher coaching is an integral component of the program. Coaches work one-on-one with teacher participants as they incorporate Next Generation Science Standards into their science instruction and lessons focusing on physical science and engineering. The coaches will provide in-classroom support, assist grade level teams with unit planning and coach teachers during pre-observations, post-observations and three additional coaching sessions throughout each school year. Coaching contracts are as follows:

<u>Contract #</u>	<u>Coach</u>	<u>Amount</u>	<u>Start Date</u>
#CT3200	Joan Commons	\$14,000	April 1, 2015
#CT3201	Kathryn Schulz	\$14,000	April 1, 2015
#CT3202	Stephen Rodecker	\$10,000	January 1, 2016
#CT3203	Sherrin Robinson	\$10,000	April 1, 2015
#CT3204	Clint Taylor	\$10,000	April 1, 2015
#CT3205	Jane Lee	\$10,000	April 1, 2015
#CT3206	Dale Chatfield	\$10,000	April 1, 2015
#CT3207	Bonnie Styles	\$10,000	April 1, 2015

Comments: On October 14, 2015, the Board approved contracts #CT3200 - #CT3207 for teacher coaches in the California Math and Science Project (CaMSP) Grant Program. However, San Diego County Office of Education (SDCOE) informed us that we had incorrectly indicated dates on the contracts.

Contracts #CT3200 - #CT3207 should be corrected to reflect the start date as listed above. Also, two of the coaches are providing professional development beyond the coaching, and their salary has been corrected to reflect this.

Superintendent's Recommended Motion: Amend contracts

Financial Impact: Not to exceed \$88,000 (amended cost)
Annual cost per year of the three year CaMSP Grant
CaMSP Grant Funds

January 27, 2016

Agenda Item: **14.B. Approve Contract #CT3273 with UCSD to provide Diagnostic Observation Scales (ADOS) Professional Development for School Psychologists during the 2015-2016 school year.**

Author/Speaker: Paula Jameson-Whitney, Assistant Superintendent, Educational Services

Quick Summary / Abstract: Autism Diagnostic Observation Scales (ADOS) is an observational assessment of Autism Spectrum Disorders (ASDs). It is a semi-structured, standardized assessment of communication, social interaction, play, and restricted and repetitive behaviors. It presents various activities that elicit behaviors directly related to a diagnosis of ASD. By observing and coding these behaviors, you can obtain information that informs diagnosis, treatment planning, and educational placement. The administration for the ADOS and coding are highly standardized. Therefore, valid assessment requires training.

Comments: Dr. Christina Corsell from Rady's Children's Hospital at UCSD will be providing this two-day professional development to all school psychologists. This seminar aligns with the current best evaluative practices and procedures and will be used in the educational planning for students from Pre-Kinder to sixth grade.

Superintendent's Recommended Motion: Approve contract

Financial Impact: Not to exceed \$3,500
One time cost
Special Education

January 27, 2016

Agenda Item: **14.C. Approve Contract #CT3279 with Red Schoolhouse Software for Online Assessment Reporting Systems (OARS).**

Author/Speaker: Paula Jameson-Whitney, Assistant Superintendent, Educational Services

Quick Summary / Abstract: On May 27, 2015, the Board approved a contract with Red Schoolhouse Software for Online Assessment Reporting System (OARS) in an amount not to exceed \$65,000. This contract provided additional item bank modules in English and Spanish. In addition, this amount included the report card and gradebook modules aligned to the Common Core Standards.

Comments: As NSD's instructional program grows to include dual language, a TK-6 Dual Language report cards in Spanish and English is needed, as well as Spanish Special Day Class report card. Red School House will provide these services for \$15,500.

Superintendent's Recommended Motion: Approve Contract

Financial Impact: Not to exceed \$15,500
One time cost
General Fund

January 27, 2016

Agenda Item: **14.D. Approve a decrease in the number of days of instruction from 20 (4-hour days) to 15 (5.35 hour days) for the 2015-2016 Extended School Year Session.**

Author/Speaker: Paula Jameson-Whitney, Assistant Superintendent, Educational Services

Quick Summary / Abstract: California Code of Regulations (CCR), Title 5, Section 3043(d) requires that a District provide extended school year services (between the close of one academic year and the beginning of the next) to a student who has unique needs and requires special education and related services in excess of the regular academic year. CCR, Title 5 Section 3043(d) requires that the program be provided for a minimum of 20 instructional days, typically for four hours each day for a total of 80 hours of instruction. The term “extended year” as used in this section means the period of time between the close of one academic year and the beginning of the succeeding academic year. The term “academic year” as used in this section means that portion of the school year during which the regular day school is maintained, which period must include not less than the number of days required to entitle the district, special education services region, or county office to apportionments of state funds.

Comments: In previous years, extended school year had been established at 15 (5.35 hour days) for a total of 80 instructional hours during the Extended Year School session. Enrollment maintained consistent throughout the shortened amount of days.

Students who participate, in Extended School Year benefit from having consistent time of instructional day as it supports the structure of their programs, maintains educational benefit and provides a learning environment that address regression and recoupment of identified students with disabilities. They are able to maintain their schedules associated with Designated Service Providers and educational programming to maximize educational benefit with an educational day that is more closely aligned to the hours of the traditional calendared school days. Due to the current alignment in calendars within the South County, National School District staff that work during the Extended School Year do not get an extended break with the 20 day Extended School Year Calendar as it is currently utilized. There have been times when it is difficult to find staff volunteers to fill the Special Education teaching positions during the summer session.

Superintendent’s Recommended Motion: Approve decrease in number of days

Financial Impact: N/A

January 27, 2016

Agenda Item: **15. BUSINESS SERVICES**

Agenda Item: **15.A. Presentation and approval of Audit Report and its findings for National School District for the 2014-2015 fiscal year.**

Author/Speaker: Christopher Carson, Assistant Superintendent, Business Services

Quick Summary / Abstract: It is the intent of the Legislature to encourage sound fiscal management practices among school districts for the most efficient and effective use of public funds for the education of the children in California by strengthening fiscal accountability at the district, county and state level.

Education Code 41020 requires the Governing Board to provide an audit of the books and accounts of the District, including an audit of school district income and expenditures by source of funds. The audit for the preceding fiscal year shall be conducted no later than December 15 and reported to the Board on or before January 31 and filed with the County Superintendent of Schools, the State Department of Education and the State Controller.

Comments: The annual audit of all funds of National School District for the 2014-2015 fiscal year was conducted by Wilkinson & Hadley & Co., LLP, CPA's (Bob Wilkinson, Partner). A copy of the Audit Report is available for review at the National School District Business Office.

Bob Wilkinson worked on the audit, and will be present at the Board meeting to answer any questions.

Audit findings and recommendations are attached.

Superintendent's Recommended Motion: Approve Audit Report

Financial Impact: N/A

Attachments:
NSD Audit Report and Findings

AUDIT FINDINGS AND RECOMMENDATIONS

June 30, 2015

FINANCIAL STATEMENT FINDINGS

FINDING 2015-1 (30000)
ELEMENTARY STUDENT BODY FUNDS

Criteria or Specific Requirement

Determine whether internal controls are in place over student body funds that will ensure all student body receipts collected are properly documented and that all funds collected are deposited on a timely basis.

Condition

In our review of the receipts and cash collections of the student activities fund, we noted that some deposits did not have sufficient documentation. In two instances, the District could not locate any backup documentation for the deposits. In other instances, some deposits did not have cash transmittal forms or receipts. We also noted that one deposit did not appear to be deposited timely.

Questioned Costs

None

Recommendation

Require cash transmittal forms for all student body revenues and sales collected to be prepared, signed, and dated by the individual collecting the funds and subsequently verified and dated by the same school clerk prior to deposit. Cash transmittal forms should be reviewed by the school site to ensure they are completed, signed, and dated properly before submission to the District Office for review. School site personnel should also ensure all back up documentation for deposits is accounted for and submitted to the District Office. In addition, cash transmittal forms should be submitted immediately to the District Office to ensure deposits are made timely.

District Response: 2015-1 (30000)

The District will provide training to the site administrators and office staff to ensure that all revenues and sales are verified for accuracy and completeness, deposited and submitted to the District Office in a timely manner. Once training has been provided, the District Office will then closely monitor that all supporting documentation is properly accounted for. .

FINDING 2015-002 (30000)
DISTRICT CASH CLEARING ACCOUNT

Criteria or Specific Requirement

Determine whether internal controls are in place over the cash clearing account that will ensure all receipts deposited are cleared to the county treasury on a timely basis in order to maximize earning potential.

Condition

In our review of the receipts, deposits, and expenditures within the District clearing account, we noted that cash balances throughout the fiscal year were not being cleared to the cash in treasury on a timely basis. In some instances, significant cash balances were not cleared from the account in some instances for over four months.

Questioned Costs

None

Recommendation

Implement procedures to ensure deposits to the District cash clearing account are cleared to the county treasury on a timely basis in order to maximize potential earnings. The account should be monitored and reviewed effectively to make sure that cash balances are cleared within one or two weeks after initial deposit and bank statements should be reviewed monthly to ensure all deposits are being cleared to the county treasury within the allowable time period.

District Response: 2015-2 (30000)

The District administration will ensure via a routine verification that all deposits made into the clearing account are properly cleared to the county treasury. These verifications will be done at the time clearing account checks are signed and reviewing monthly bank reconciliations.

FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

None

STATE AWARD FINDINGS AND QUESTIONED COSTS

None

January 27, 2016

Agenda Item: **15.B. Approve Audit Report and its findings for the Integrity Charter School for the 2014-2015 fiscal year.**

Author/Speaker: Christopher Carson, Assistant Superintendent, Business Services

Quick Summary / Abstract: It is the intent of the Legislature to encourage sound fiscal management practices among school districts for the most efficient and effective use of public funds for the education of the children in California by strengthening fiscal accountability at the district, county and state level.

Education Code 41020 requires the Governing Board to provide an audit of the books and accounts of the District, including an audit of school district income and expenditures by source of funds. The audit for the preceding fiscal year shall be conducted no later than December 15 and reported to the Board on or before January 31 and filed with the County Superintendent of Schools, the State Department of Education and the State Controller.

Comments: The annual audit of all funds of Integrity Charter School for the 2014-2015 fiscal year was conducted by Wilkinson & Hadley & Co., LLP, CPA's (Bob Wilkinson, Partner). A copy of the Integrity Charter School Audit Report is available for review at the National School District Business Office and the Integrity Charter School Office.

Bob Wilkinson will be present at the Board meeting to answer any questions.

Integrity Charter School had no findings.

Superintendent's Recommended Motion: Approve Audit Report

Financial Impact: N/A

January 27, 2016

Agenda Item: **15.C. Approve Contract #CT3275 with Webb Cleff Architecture and Engineering, Inc. for Architectural Services for the Electrical and Mechanical Upgrades at John Otis, Kimball, Las Palmas, and Olivewood Schools.**

Author/Speaker: Christopher Carson, Assistant Superintendent, Business Services

Quick Summary / Abstract: On August 8, 2012, the Governing Board authorized the administration to issue RFP 12-13/139 for Architectural Services for the District. The District received 19 responsive proposals, and conducted an interview with seven different firms. On May 14, 2014, the Governing Board approved Webb Cleff as the District's architect.

Comments: The proposed contract is to upgrade the electrical and mechanical systems at four sites. This would bring Air Conditioning to the last four non air conditioned schools in the District.

The following is a summary of proposed fees:

	Estimated Project Cost	Architect Fee
John Otis School	\$1,716,000.00	\$135,120.00
Kimball School	\$1,826,000.00	\$142,820.00
Las Palmas School	\$2,112,000.00	\$169,560.00
Olivewood School	<u>\$2,332,000.00</u>	<u>\$198,160.00</u>
Total	<u>\$7,986,000.00</u>	<u>\$645,660.00</u>

Superintendent's Recommended Motion: Approve contract

Financial Impact: Not to Exceed \$645,660
One time cost
Capital Facilities Fund

January 27, 2016

Agenda Item: **15.D. Approve Contract #CT3276 with Nyhart Actuary and Employee Benefits to provide post-employment actuarial valuation services.**

Author/Speaker: Christopher Carson, Assistant Superintendent, Business Services

Quick Summary / Abstract: The Governmental Accounting Standards Board Statement number 45 (GASB 45) establishes requirements for "Accounting and Financial Reporting by Employers for Post-employment Benefits Other Than Pensions." GASB 45 establishes standards for governmental agencies to report their costs and obligations relating to post-employment benefits. The term "post-employment benefits" refers to benefits earned during employment but taken after employment has ended. The most common example of post-employment benefits other than pensions is retiree health benefits.

Comments: Most school districts pay for post-employment health benefits on a "pay-as-you-go" basis. Until the implementation of GASB 45, school district have not been required to set funds aside to pay for future retiree health benefits. GASB 45 now requires school districts to report this unfunded liability in their audited financial statements.

GASB 45 is an accounting standard, which requires a significant number of actuarial calculations on which post-employment benefit costs are determined. Once these costs are finalized, a report is provided to the District identifying all liabilities and projected expenses required to meet its retiree health benefit program costs according to GASB 45 guidelines. National School District is required to disclose this data annually in its Audit Report, and must have an actuarial study conducted at least every two years.

The last actuarial study was conducted two years ago by the Epler Company at a cost of \$6,250. The Epler Company has merged with Nyhart since this time.

Superintendent's Recommended Motion: Approve contract

Financial Impact: Not to Exceed \$6,450
One time cost
General Fund

January 27, 2016

Agenda Item: **15.E. Approve Contract #CT3277 with Dale Scott & Company to provide Continuing Disclosure Services for the Measure N Bonds.**

Author/Speaker: Christopher Carson, Assistant Superintendent, Business Services

Quick Summary / Abstract: The District must comply with the required secondary market disclosures as required under the tax regulations of the Treasury Department for the Measure N General Obligation Bonds. With approval of this contract, Dale Scott & Company will ensure District compliance with the required disclosures.

Comments: Dale Scott & Company shall perform all the required disclosures, including the following:

- A. Preparation of Annual Report: Include all relevant district information and required items from the continuing disclosure certificate (CDC) from each of the District's outstanding financings.
- B. Annual Filing of Annual Report, Budget and Audit: File all materials as required under each CDC with the Municipal Securities Rulemaking Board (MSRB) through its Electronic Municipal Market Access (EMMA) portal.
- C. Preparation and Filing of Significant Events: Significant market events are required to be filed within 10 days of their occurrence (as reported in publicly available media or as so informed by the District). Examples of these events include delinquencies, defaults, unscheduled drawdowns of debt service reserves or credit enhancements, defeasances, bankruptcies, bond calls, adverse tax opinions, or any other significant event.

The agreement is for 5 years, with no annual price escalation. The cost of the services is \$5,000, with the District agreeing to pay for all reasonable and necessary out-of-pocket expenses at their direct cost plus 5%.

Superintendent's Recommended Motion: Approve contract

Financial Impact: Not to Exceed \$6,000
One time cost
General Fund

January 27, 2016

Agenda Item: **15.F. Ratify Contract #CT3278 with Managed Health Network to provide an Employee Assistance Program for non-benefited staff.**

Author/Speaker: Christopher Carson, Assistant Superintendent, Business Services

Quick Summary / Abstract: The District previously had an Employee Assistance Plan through the San Diego County Office of Education Joint Powers Authority. That plan was called EASE. Managed Health Network would provide a similar service for District non-benefited staff. VEBA, the District's health and welfare provider, provides a similar service at no additional charge to District benefited staff.

Comments: An Employee Assistance Plan provides services as follows:

- A. Problem Solving Support and Counseling Services - Marriage, workplace, grief, alcohol and drug use, etc.
- B. Work and Life Services - Provide contact information for Childcare and Eldercare Assistance, Financial Services, Legal Services, Identify Theft Recovery Services, and Daily Living Services
- C. Health and Wellness Resources - Assess your health, track progress towards your wellness goals, and provide interactive and e-learning programs.

These services are confidential, and staff can contact them 24 hours a day, seven days a week.

Superintendent's Recommended Motion: Ratify Contract

Financial Impact: \$4,680
Annual Cost
General Fund

January 27, 2016

Agenda Item: **15.G. Accept the following gifts:**

Author/Speaker: Christopher Carson, Assistant Superintendent, Business Services

Rationale:

1. \$500.00 from Kiwanis Club of Sweetwater to the National City Collaborative Family Resource Centers to cover the cost of the holiday food box presentations for NSD families.
2. \$50.00 from Mental Health Association of San Diego to the National City Collaborative Family Resource Centers for use of classroom space.
3. \$500.00 from Ira Harbison PTO to Ira Harbison School for an anti-bullying assembly.
4. \$32.00 from United Cerebral Palsy Association of San Diego County to Ira Harbison School for school and classroom supplies.
5. \$400.00 from Central School Second Grade Teachers to Central School for field trip transportation.
6. \$250.00 from Maria Dela Paz via Sempra Employee Giving Network to Palmer Way School to be used for educational purposes.
7. \$400.00 from Olivewood School First Grade Students to Olivewood School for field trip transportation.
8. \$50.00 from Michelle Mendoza to El Toyon School for field trip transportation.
9. \$35.00 from El Toyon PTO to El Toyon School for field trip transportation.
10. Two iPads, two Otter Box Defender Cases and four Cyber Acoustic Headsets valued at \$1,800.00 from Donors Choose to National School District to be used by Speech/Language Pathologists to develop clear speech through electronic self-monitoring.

Quick Summary /
Abstract:

- The Kiwanis Club of Sweetwater is committed to serving children by having a greater service impact on their communities.
- Mental Health Association of San Diego is a local organization with an interest in supporting youth.
- Ira Harbison PTO works throughout the year to support various programs at Ira Harbison School and National School District.
- United Cerebral Palsy Association of San Diego County is an agency committed to serving people with cerebral palsy and other disabilities and their families.
- Central School Second Grade Teachers donate funds to help make it possible for their students to attend field trips and activities throughout the year.
- Maria Dela Paz is a community member and an employee of San Diego Gas & Electric. Through the Sempra Employee Giving Network (SEGN), employees of any of the Sempra Energy family of companies can support their local communities by donating through payroll deduction to any public charity.
- Olivewood School First Grade Students have an interest in supporting school functions.
- Michelle Mendoza is a local community member with an interest in supporting youth.
- El Toyon PTO works throughout the year to support various programs at El Toyon School and National School District.
- Donors Choose make it easy for anyone to help a classroom in need, so that students in every community have the tools and experiences they need for a great education.

Comments: National School District appreciates the support of individuals and organizations that contribute to the enhancement of the District's educational programs. These gifts are in keeping with the criteria of Board Policy 3290.

January 27, 2016

Superintendent's
Recommended
Motion: Accept gifts

January 27, 2016

Agenda Item: **16. HUMAN RESOURCES**

Author/Speaker: Cindy Frazee, Assistant Superintendent, Human Resources

Quick Summary /
Abstract: None

January 27, 2016

Agenda Item: **17. BOARD WORKSHOP**

Agenda Item: **17.A. Board Presentation on Local Control Accountability Plan: Update and 2016-2017 Development Process.**

Author/Speaker: Paula Jameson-Whitney, Assistant Superintendent, Educational Services

Quick Summary / Abstract: Since 2013-2014, the Local Control Funding Formula (LCFF) has replaced revenue limits and most state categorical programs. The LCFF creates funding targets based on student characteristics and provides greater flexibility to use these funds to improve student outcomes.

The Local Control Accountability Plan (LCAP) is an important component of the LCFF. Under the LCFF all LEAs are required to prepare an LCAP, which describes how they intend to meet annual goals for all pupils, with specific activities to address state and local priorities.

National School District is at the mid-point in the implementation of the 2015-2016 Local Control Accountability Plan, and beginning the process of developing the 2016-2017 plan. In this presentation, Assistant Superintendent Paula Jameson-Whitney will present information on the status of the planned 2015-2016 activities, as well as outline the process for development of the 2016-2017 plan.

January 27, 2016

Agenda Item: **17.B. Board Presentation and update of facilities projects.**

Author/Speaker: Christopher Carson, Assistant Superintendent, Business Services

Quick Summary /
Abstract: The District will provide the Governing Board and the public with an update on the status of the measure N bond measure. Additionally, information will be provided on summer 2016 projects and next steps in the construction process.

January 27, 2016

Agenda Item: **18. BOARD/CABINET COMMUNICATIONS**

Agenda Item: **19. ADJOURNMENT**