

5:00 p.m., CLOSED SESSION  
6:00 p.m., REGULAR SESSION

PLACENTIA-YORBA LINDA UNIFIED SCHOOL DISTRICT  
1301 E. Orangethorpe Avenue  
Placentia, CA

Agenda  
Board Meeting  
Board of Education

5:00 p.m., Tuesday, June 7, 2022  
District Educational Center  
1301 E. Orangethorpe Avenue  
Placentia, CA 92870

A Regular Meeting of the Board of Education of the Placentia-Yorba Linda Unified School District, called by Mrs. Carrie Buck, President, in accordance with Government Code Section 54950 et. seq., and Education Code Section 35140 et seq., is to be held at 5:00 p.m., Tuesday June 7, 2022 at the District Educational Center, 1301 E. Orangethorpe Avenue, Placentia, CA. Time: \_\_\_\_\_

Doors will open 15 minutes prior to the start of the meeting. Closed session is scheduled for 5:00 p.m. and open session is scheduled for 6:00 p.m.; doors will open to the public at 4:45 p.m. Seating will be available on a first-come, first-served basis. Standing room will not be available. Seats may not be reserved or held if an individual leaves the Board Room.

Despite the addition of the live stream feed, Board meetings will continue to be open to the public for individuals who wish to attend in person or participate in public comment.

Pursuant to Government Code 54953.5, regularly scheduled Board Meetings are recorded and available for live public viewing on the district's website. A recording may capture images and sounds of those in attendance. View the live stream at [www.pylusd.org/liveboardmeetings](http://www.pylusd.org/liveboardmeetings). You may also go to [www.pylusd.org](http://www.pylusd.org) > Board > Live Stream Feed.

*All documents related to the open session agenda which are provided to all or a majority of the members of the Board of Education are available for public inspection 72 hours prior to the regularly-scheduled Board meeting by contacting the Superintendent's Office at the above-referenced address.*

### **CLOSED SESSION**

Adjourn to Closed Session for the purpose of discussing matters expressly authorized by Government Code Sections 3549.1, 54956.8, 54956.95, 54957, and 54957.6 at \_\_\_\_\_ p.m.

**Page(s)**

1. Expulsion
  - 2213C
2. Conference with labor negotiators Dr. James Elsasser, Superintendent; Rick Lopez, Assistant Superintendent, Human Resources; David Giordano, Assistant Superintendent, Business Services
  - CSEA
3. Public Employment per Human Resources Report 40-51
4. Conference with Labor Negotiator Unrepresented  
Employee: Interim Superintendent  
Agency Negotiator: Todd Robbins, Partner, Atkinson, Andelson, Loya, Ruud and Romo (AALRR)

Facilitators in attendance: Dr. Suzette Lovely and Dr. Alan Rasmussen, Education Support Services (ESS)

### **REGULAR SESSION**

Reconvene to Regular Session at \_\_\_\_\_ p.m.

**PLEDGE OF ALLEGIANCE** – Mrs. Leandra Blades**MOMENT OF SILENCE****ROLL CALL**

Members Present	_____
Members Absent	_____
Late Arrivals	_____
Early Departures	_____

**APPROVAL OF AGENDA**

Approve the June 7, 2022 Board of Education agenda as recommended by the Superintendent.

Action \_\_\_\_\_  
 Ayes \_\_\_\_\_ Noes \_\_\_\_\_

Motion \_\_\_\_\_  
 Second \_\_\_\_\_

**PUBLIC COMMENT ANNOUNCEMENT**

Those audience members wishing to address the Board during the Public Comment segment of the agenda are reminded to fill out a public comment form available in the foyer and turn it in prior to the Board holding Public Comment. The Board's bylaws do not allow forms to be submitted once the presiding officer has called for Public Comment.

Public comment speakers are expected to abide by Board Policy 1312, *Civility Policy*, which promotes mutual respect, civility, and orderly conduct among district employees, parents, and the public. This policy is not intended to deprive any person of his/her right to freedom of expression, but only to maintain, to the extent possible and reasonable, a safe, harassment-free environment. Any individual who disrupts or threatens to disrupt school/office operations; threatens the health and safety of students or staff; willfully causes property damage; uses loud and/or offensive language which could provoke a violent reaction; or who has otherwise established a continued pattern of unauthorized entry on school district property, will be directed to leave school or school district property promptly.

Education Code 220 prohibits discrimination on the basis of disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or any other characteristic that is contained in the definition of hate crimes set forth in Section 422.55 of the Penal Code, including immigration status.

A maximum of thirty (30) minutes is set aside for public comment at each meeting; speakers are allowed a maximum of five minutes to address the Board in English and/or in their primary language on any item(s) within the Board's jurisdiction. When translation is requested, up to five additional minutes will be provided for English translation.

Persons with a disability who require a disability-related modification or accommodation, including auxiliary aids, in order to participate in a meeting, and persons who need translation assistance or services, may request such modification, accommodation, or services from the PYLUSD District Office at (714) 985-8400 or by fax at (714) 993-4875. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements.

**PUBLIC COMMENT**

**PUBLIC HEARINGS**

1. A Public Hearing will be held relative to the adoption of the 2022-23 Local Control and Accountability Plan (LCAP).

Public Hearing Declared Open: \_\_\_\_\_ p.m.      Closed: \_\_\_\_\_ p.m.

2. A Public Hearing will be held relative to the adoption of the 2022-23 Proposed Budget.

Public Hearing Declared Open: \_\_\_\_\_ p.m.      Closed: \_\_\_\_\_ p.m.

**HUMAN RESOURCES**

Recommend approval of interim superintendent employment agreement for Dr. Michael Matthews finalized in closed session prior to the open session of this meeting.

1

Action \_\_\_\_\_  
Ayes \_\_\_\_\_ Noes \_\_\_\_\_

Motion \_\_\_\_\_  
Second \_\_\_\_\_

**CONSENT CALENDAR**

Actions proposed for Consent Calendar (block vote) items are consistent with approved practices of the district and are deemed routine in nature. Since trustees receive Board agenda backup information in advance of scheduled meetings, they are prepared to vote with knowledge on the block vote items.

Consent Calendar items are voted on at one time, although any such item can be considered separately at a Board member's request, in which event it will be acted upon subsequent to action on the Consent Calendar. The purchase order master list, warrant registers, and contracts considered at this meeting are available to the Board under separate cover.

1. Approve the declaration of property surplus, disposal of the items by public auction, and disposal of any items not acceptable for auction by the most economical means. 2
2. Approve designation of textbooks as obsolete and approve disposal. 3
3. Approve contract renewal per RFP No. 2021-02 for facility equipment services to Control Air Enterprises, LLC and F.M. Thomas Air Conditioning, Inc., effective July 1, 2022 through June 30, 2023. 4
4. Approve contract renewal per RFP No. 2021-03 for emergency restoration services to CRT Restoration Inc., dba ServPro of Downey, Montebello, Compton and Vernon, effective July 1, 2022 through June 30, 2023. 5
5. Approve contract renewal per Unit Bid No. 221-06 for landscaping and irrigation services to Johnson Landscapes, effective July 1, 2022 through June 30, 2023. 6
6. Approve contract renewal per Unit Bid No. 219-02 for general contractor services with New Dimension General Construction, Inc. and J S Easterday Construction, Inc. effective July 1, 2022 through June 30, 2023. 7

**CONSENT CALENDAR (Continued)**

7. Approve rejection of all bids for Unit Bid No. 222-09 for concrete services. 8
8. Approve contract renewal per Bid No. 221-05 for fiber fall and mulch installation services to RWP Transfer, Inc., dba Recycled Wood Products, effective July 1, 2022 through June 30, 2023 9
9. Approve contract renewal per Unit Bid No. 220-07 for NFPA 72 fire alarm testing and inspection services and a unit bid for low-voltage services with Time and Alarm Systems, effective July 1, 2022 to June 30, 2023. 10
10. Approve contract renewal per RFP No. 2019-02 for tree trimming, removal, and inventory services to West Coast Arborists, Inc., effective July 1, 2022 through June 30, 2023. 11
11. Approve District organizational membership in California Association of School Business Officials (CASBO), effective July 1, 2022 through June 30, 2023. 12
12. Approve contract renewal per Bid No. 221-09 for the distribution of frozen, refrigerated, processed commodities and dry food products with Goldstar Foods, effective July 1, 2022 through June 30, 2023. 13
13. Authorize contract renewal per Riverside Unified School District RFP No. 2017/18-11 for the purchase of fresh bread and tortilla products with Goldstar Foods, effective July 1, 2022 through June 30, 2023. 14
14. Approve the contract for a food safety and sanitation program to Food Safety Systems, effective July 1, 2022 through June 30, 2023. 15
15. Approve contract renewal per RFP No. 2021-04 for the purchase of paper goods and cleaning supplies by the Beach Cities Nutrition Services Cooperative from P&R Paper Supply Co. and IFS, Inc., effective July 1, 2022 through June 30, 2023. 16
16. Approve reclassification of records listed as Class 1-permanent to Class 3-disposable and the destruction of the Class 3 records in accordance with legal codes and administrative regulations. 17
17. Approve extension of the agreement per RFP No. 2020-03 for beverage and snack vending services to Vending One, Inc., effective July 1, 2022 through June 30, 2024. 18
18. Approve renewal of the contracts for elementary photography services with Artistryfoto, Cantrell Photography Inc., LifeTouch School Photography Inc., School Portraits by Adams Photography Inc., Pictures With Class, School House Photos, and Legacy Photo Studio for the 2022-23 school year. 19
19. Approve the Joint Powers Agreement with Orange County Department of Education for courier service, effective July 1, 2022 through June 30, 2023. 20
20. Authorize the use of DGS Contract No. 3-17-36-0030B in order to procure a 60-month lease and maintenance agreement for three copiers at Esperanza High School and one copier at George Key School with Xerox Financial Services, effective August 1, 2022 through July 30, 2027. 21

**CONSENT CALENDAR (Continued)**

21. Approve contract renewal to provide employee life insurance coverage with Anthem Blue Cross Life and Health Insurance Company, effective October 1, 2022 through September 30, 2023. 22
22. Approve contract renewal for HMO dental insurance with CIGNA Dental Health of California, Inc., effective October 1, 2022 through September 30, 2023. 23
23. Approve accidental death and dismemberment insurance provided by National Union Fire Insurance Company of Pittsburgh, PA, effective October 1, 2022 through September 30, 2023. 24
24. Approve renewal of the agreement to provide property and liability insurance with Southern California ReLiEF, effective July 1, 2022 through June 30, 2023. 25
25. Approve contract renewal for voluntary long-term insurance with UNUM Life Insurance Company of America, effective October 1, 2022 through September 30, 2023. 26
26. Approve renewal of the software license/support subscription for the student information system with Aeries Software, Inc., dba Eagle Software, effective July 1, 2022 through June 30, 2023. 27
27. Approve agreement renewal for a mobile app and notification system with Blackboard, Inc., effective July 1, 2022 through June 30, 2023. 28
28. Approve the agreement for data center site services with Orange County Department of Education, effective July 1, 2022 to June 30, 2023. 29
29. Approve agreement renewal for the Destiny Library Management System with Follett, Inc., effective July 1, 2022 through June 30, 2023. 30
30. Approve the agreement for Internet access services with Orange County Superintendent of Schools, effective July 1, 2022 through June 30, 2023. 31
31. Approve the agreement for an electronic document management system with Orange County Department of Education, effective July 1, 2022 through June 30, 2023. 32
32. Approve agreement renewal for the business information and human resources systems with OCDE, effective July 1, 2022 through June 30, 2023. 33
33. Approve contract renewal for crossing guard services at City determined locations with All City Management Services, Inc., effective July 1, 2022 through June 30, 2023. 34
34. Approve extended field trip for Yorba Linda High School to participate in the Annual UC Santa Barbara Women's Basketball Team Camp, June 17-19, 2022 in Santa Barbara, California. 35
35. Approve the memorandum of understanding with the Los Angeles Pacific University effective July 1, 2022 to June 30, 2025. 37

**CONSENT CALENDAR (Continued)**

36. Approve the amendment to the student teaching agreement with the University of California, Irvine, and extend the expiration date to February 5, 2024. 38
37. Approve the Supervised Paid Internship Fieldwork Agreement with Chapman University, from June 8, 2022 to July 31, 2025. 39
38. Approve Classified Human Resources Report. 40
39. Approve Certificated Human Resources Report. 46

Approve the above listed recommendations.

Action \_\_\_\_\_  
Ayes \_\_\_\_\_ Noes \_\_\_\_\_

Motion \_\_\_\_\_  
Second \_\_\_\_\_

**ADJOURNMENT**

Time: \_\_\_\_\_

Action \_\_\_\_\_  
Ayes \_\_\_\_\_ Noes \_\_\_\_\_

Motion \_\_\_\_\_  
Second \_\_\_\_\_

**NEXT SCHEDULED MEETING**

June 21, 2022

**TO:** Board of Education

**FROM:** Rick Lopez, Assistant Superintendent, Human Resources

**SUBJECT: APPROVAL OF EMPLOYMENT CONTRACT – INTERIM SUPERINTENDENT**

**DATE:** June 7, 2022

**BACKGROUND:** The Board of Education of the Placentia-Yorba Linda Unified School District has engaged in the process of selecting a new interim superintendent. On May 18, 2022, the Board interviewed Dr. Michael Matthews for this position. With the Board action to appoint Dr. Michael Matthews as Interim Superintendent, the Board must also approve an employment contract.

**RATIONALE:** In accordance with Government Code 53262(a), the purpose of this agenda item is to present the terms and conditions of Dr. Michael Matthew's employment contract as Interim Superintendent of the Placentia-Yorba Linda Unified School District. Copies of Dr. Michael Matthew's employment contract shall be available to members of the public upon request.

**FUNDING:** The District shall pay the interim superintendent an annual salary agreed upon in the contract between the Board of Education and the Interim Superintendent.

**BOARD FOCUS AREA:** This board agenda item supports Focus Area 2.0, *Effective Instruction/Leadership* – "A dynamic, high-quality instructional program facilitates life-long habits of intellectual inquiry. We actively engage each student in the learning process through the implementation of the core curriculum and effective instructional strategies, including the use of technology. To this end, we strive to attract, train, and retain employees as well as develop strategic leaders who embrace the vision and values of our district."

**RECOMMENDATION:** Recommend approval of interim superintendent employment agreement for Dr. Michael Matthews finalized in closed session prior to the open session of this meeting.

**TO:** Dr. James Elsasser, Superintendent

**FROM:** David Giordano, Assistant Superintendent, Business Services

**SUBJECT:** **DISPOSAL OF SURPLUS PROPERTY - OBSOLETE MATERIALS, SUPPLIES, AND EQUIPMENT**

**DATE:** June 7, 2022

**BACKGROUND:** The District has a contract in place to conduct public auctions on behalf of the district for the disposal of surplus and obsolete property. As the property is identified, a listing is brought to the Board to request the property be declared surplus and authorize staff to dispose of it in the appropriate manner. The majority of these items are obsolete.

Education Code 17545(a) authorizes the governing Board to sell for cash any property belonging to the district, if the property is not required for school purposes, is in unsatisfactory condition, or is not suitable for school use. Since the storage of these items takes up valuable space, the district would like to proceed to dispose of these items by means of a public auction conducted by contract with a private auction firm.

**RATIONALE:** By approving this request, the Board will be authorizing the district to properly dispose of the list of surplus property, allow a private auction firm to execute a public auction, and authorize disposal by other legal means if such property is not sold.

**FUNDING:** Additional local income anticipated

**BOARD FOCUS AREA:** This board agenda item supports Focus Area 5.0, *Optimized Resources* – “A critical measure of a school district’s performance is the effectiveness with which it utilizes and generates resources. We ensure that all fiscal and capital resources maximize educational opportunities.”

**RECOMMENDATION:** Approve the declaration of property surplus, disposal of the items by public auction, and disposal of any items not acceptable for auction by the most economical means.

**PREPARED BY:** Don Rosales, Director, Purchasing



**TO:** Dr. James Elsasser, Superintendent  
**FROM:** David Giordano, Assistant Superintendent, Business Services  
**SUBJECT:** **DISPOSAL OF OBSOLETE TEXTBOOKS**  
**DATE:** June 7, 2022

**BACKGROUND:** Periodically, the Board of Education designates certain school textbooks as obsolete. The schools submit lists to the Board to be declared obsolete and for authorization for disposal pursuant to Education Code Sections 60510-60511. The schools have submitted lists according to district procedure.

When textbooks become outdated, have exceeded the adoption period, and do not meet other legal criteria, the Board of Education designates them as obsolete. The textbooks are then disposed of pursuant to Education Code Chapter 4, Article 1, Sections 60510-60511, which states, in part, that books may be disposed of: "...in any of the following ways: (a) By donation to a governing board, county free library, or other state institution. (b) By donation to a public agency or institution of any territory or possession of the United States, or the government of a country that formerly was a territory or possession of the United States. (c) By donation to a nonprofit charitable organization. (d) By donation to children or adults in the state of California, or foreign countries for the purpose of increasing the general literacy of the people. (e) By sale.

**RATIONALE:** By approving this request, the Board will be authorizing the district to dispose of any books pursuant to Education Code Sections 60510-60511.

**FUNDING:** Additional local income anticipated

**BOARD FOCUS AREA:** This board agenda item supports Focus Area 5.0, *Optimized Resources* – "A critical measure of a school district's performance is the effectiveness with which it utilizes and generates resources. We ensure that all fiscal and capital resources maximize educational opportunities."

**RECOMMENDATION:** Approve designation of textbooks as obsolete and approve disposal.

**PREPARED BY:** Don Rosales, Director, Purchasing

**TO:** Dr. James Elsasser, Superintendent  
**FROM:** David Giordano, Assistant Superintendent, Business Services  
**SUBJECT:** RFP NO. 2021-02, FACILITY EQUIPMENT SERVICES  
**DATE:** June 7, 2022

**BACKGROUND:** On June 22, 2021, the Board of Education awarded RFP No. 2021-02 for facility equipment services to Control Air Enterprises, LLC and F.M. Thomas Air Conditioning, Inc. The facility equipment services include annual service and repair needs on existing equipment, and labor and materials for new installations. The existing equipment annual service requirements include ice machines, cooling towers, chillers, and various HVAC equipment throughout the district. The initial contract term was for one year after award of bid and could be extended for four additional one-year periods in accordance with provisions contained in Education Code Section 17596, not to exceed a total of five years. This renewal will exercise the first one-year period allowed for extension from July 1, 2022 to June 30, 2023. All other terms and conditions remain the same.

**RATIONALE:** Renewal of contract per RFP No. 2021-02 for facility equipment services will enable the district to respond to annual service and repair needs for existing equipment, as well as labor and materials for new installation needs in a timely manner.

**FUNDING:** General Fund (0101) Routine Restricted Maintenance \$430,000  
General Fund (0101) – ESSER III  
Deferred Maintenance Fund (1414)  
Capital Facilities Fund (2525)  
Capital Facilities Agency Fund (2545)  
School Facilities Fund (3539)

**BOARD FOCUS AREA:** This board agenda item supports Focus Area 5.0, *Optimized Resources* – “A critical measure of a school district’s performance is the effectiveness with which it utilizes and generates resources. We ensure that all fiscal and capital resources maximize educational opportunities.”

**RECOMMENDATION:** Approve contract renewal per RFP No. 2021-02 for facility equipment services to Control Air Enterprises, LLC and F.M. Thomas Air Conditioning, Inc., effective July 1, 2022 through June 30, 2023.

**PREPARED BY:** Bradd Runge, Director, Maintenance and Facilities

**TO:** Dr. James Elsasser, Superintendent  
**FROM:** David Giordano, Assistant Superintendent, Business Services  
**SUBJECT:** RFP NO. 2021-03, EMERGENCY RESTORATION SERVICES  
**DATE:** June 7, 2022

**BACKGROUND:** On June 22, 2021, the Board of Education awarded RFP No. 2021-03 for emergency restoration services based on labor and material pricing to CRT Restoration Inc., dba ServPro of Downey, Montebello, Compton and Vernon. The initial contract term was for one year after award of bid and could be extended for four additional one-year periods in accordance with provisions contained in Education Code Section 17596, not to exceed a total of five years. This renewal will exercise the first one-year period allowed for extension from July 1, 2022 to June 30, 2023. All other terms and conditions remain the same.

**RATIONALE:** Renewal of contract per RFP No. 2021-03 for emergency restoration services will enable the district to respond to emergency restoration needs in a timely manner.

**FUNDING:** General Fund (0101) Routine Restricted Maintenance \$200,000  
Deferred Maintenance Fund (1414)

**BOARD FOCUS AREA:** This board agenda item supports Focus Area 5.0, *Optimized Resources* – “A critical measure of a school district’s performance is the effectiveness with which it utilizes and generates resources. We ensure that all fiscal and capital resources maximize educational opportunities.”

**RECOMMENDATION:** Approve contract renewal per RFP No. 2021-03 for emergency restoration services to CRT Restoration Inc., dba ServPro of Downey, Montebello, Compton and Vernon, effective July 1, 2022 through June 30, 2023.

**PREPARED BY:** Bradd Runge, Director, Maintenance and Facilities

**TO:** Dr. James Elsasser, Superintendent

**FROM:** David Giordano, Assistant Superintendent, Business Services

**SUBJECT:** **UNIT BID NO. 221-06, LANDSCAPING AND IRRIGATION SERVICES**

**DATE:** June 7, 2022

**BACKGROUND:** On May 11, 2021, the Board of Education awarded Unit Bid No. 221-06 for landscaping and irrigation services on a unit cost basis, and an hourly rate cost for equipment rental, labor, and materials to Johnson Landscapes. The initial contract term was for one year after award of bid and could be extended for four additional one-year periods in accordance with provisions contained in Education Code Section 17596, not to exceed a total of five years. This renewal will exercise the first one-year period allowed for extension from July 1, 2022 to June 30, 2023. All other terms and conditions remain the same.

**RATIONALE:** Renewal of contract per Unit Bid No. 221-06 for landscaping and irrigation services will enable the district to respond to various landscaping and irrigation needs in a timely manner.

**FUNDING:** General Fund (0101) Routine Restricted Maintenance \$650,000  
Deferred Maintenance Fund (1414)  
Capital Facilities Fund (2525)  
Capital Facilities Agency Fund (2545)  
School Facilities Fund (3539)

**BOARD FOCUS AREA:** This board agenda item supports Focus Area 5.0, *Optimized Resources* – “A critical measure of a school district’s performance is the effectiveness with which it utilizes and generates resources. We ensure that all fiscal and capital resources maximize educational opportunities.”

**RECOMMENDATION:** Approve contract renewal per Unit Bid No. 221-06 for landscaping and irrigation services to Johnson Landscapes, effective July 1, 2022 through June 30, 2023.

**PREPARED BY:** Bradd Runge, Director, Maintenance and Facilities

**TO:** Dr. James Elsasser, Superintendent  
**FROM:** David Giordano, Assistant Superintendent, Business Services  
**SUBJECT:** **UNIT BID NO. 219-02, GENERAL CONTRACTOR SERVICES**  
**DATE:** June 7, 2022

**BACKGROUND:** On June 19, 2018, the Board of Education awarded Unit Bid No. 219-02 for general contractor services to New Dimension General Construction, Inc. and J S Easterday Construction, Inc. The initial contract term was for one year after award of bid and could be extended for four additional one-year periods in accordance with provisions contained in Education Code Section 17596, not to exceed a total of five years. This renewal will exercise the fourth and final one-year period allowed for extension from July 1, 2022 to June 30, 2023. All other terms and conditions remain the same.

**RATIONALE:** Renewal of contract per Unit Bid No. 219-02 for general contractor services will enable the district to respond to various general contractor services needs in a timely manner.

**FUNDING:** General Fund (0101) – Routine Restricted Maintenance \$925,000  
Deferred Maintenance (1414)  
Capital Facilities Fund (2525)  
Capital Facilities Agency Fund (2545)  
School Facilities Fund (3539)

**BOARD FOCUS AREA:** This board agenda item supports Focus Area 5.0, *Optimized Resources* – “A critical measure of a school district’s performance is the effectiveness with which it utilizes and generates resources. We ensure that all fiscal and capital resources maximize educational opportunities.”

**RECOMMENDATION:** Approve contract renewal per Unit Bid No. 219-02 for general contractor services with New Dimension General Construction, Inc. and J S Easterday Construction, Inc. effective July 1, 2022 through June 30, 2023.

**PREPARED BY:** Bradd Runge, Director, Maintenance and Facilities

**TO:** Dr. James Elsasser, Superintendent  
**FROM:** David Giordano, Assistant Superintendent, Business Services  
**SUBJECT:** **UNIT BID NO. 222-09, CONCRETE SERVICES**  
**DATE:** June 7, 2022

**BACKGROUND:** Subsequent to the required advertising and bid solicitation for Unit Bid No. 222-09 for concrete services, one bid was submitted for the proposed work. It is in the best interest of the district to reject Unit Bid No. 222-09 due to budgetary reasons and rebid at a later time.

**RATIONALE:** Board approval is required for the rejection of all bids for Unit Bid No. 222-09 per Public Contract Code 4106.

**FUNDING:** No impact

**BOARD FOCUS AREA:** This board agenda item supports Focus Area 5.0, *Optimized Resources* – “A critical measure of a school district’s performance is the effectiveness with which it utilizes and generates resources. We ensure that all fiscal and capital resources maximize educational opportunities.”

**RECOMMENDATION:** Approve rejection of all bids for Unit Bid No. 222-09 for concrete services.

**PREPARED BY:** Bradd Runge, Director, Maintenance and Facilities

**TO:** Dr. James Elsasser, Superintendent  
**FROM:** David Giordano, Assistant Superintendent, Business Services  
**SUBJECT:** **BID NO. 221-05, FIBER FALL AND MULCH INSTALLATION SERVICES**  
**DATE:** June 7, 2022

**BACKGROUND:** On May 11, 2021, the Board of Education awarded Unit Bid No. 221-05 for fiber fall and mulch installation services to RWP Transfer, Inc., dba Recycled Wood Products. The services include playground woodchip installation and planter mulch installation. The initial contract term was for one year after award of bid and could be extended for four additional one-year periods in accordance with provisions contained in Education Code Section 17596, not to exceed a total of five years. This renewal will exercise the first one-year period allowed for extension from July 1, 2022 to June 30, 2023. All other terms and conditions remain the same.

**RATIONALE:** Renewal of contract per Unit Bid No. 221-05 for fiber fall and mulch installation services will enable the district to respond to various fiber fall and mulch installation service needs in a timely manner.

**FUNDING:** General Fund (0101) – Grounds \$225,000  
Deferred Maintenance Fund (1414)  
Capital Facilities Fund (2525)  
Capital Facilities Agency Fund (2545)

**BOARD FOCUS AREA:** This board agenda item supports Focus Area 5.0, *Optimized Resources* – “A critical measure of a school district’s performance is the effectiveness with which it utilizes and generates resources. We ensure that all fiscal and capital resources maximize educational opportunities.”

**RECOMMENDATION:** Approve contract renewal per Bid No. 221-05 for fiber fall and mulch installation services to RWP Transfer, Inc., dba Recycled Wood Products, effective July 1, 2022 through June 30, 2023.

**PREPARED BY:** Bradd Runge, Director, Maintenance and Facilities

**TO:** Dr. James Elsasser, Superintendent

**FROM:** David Giordano, Assistant Superintendent, Business Services

**SUBJECT:** **UNIT BID NO. 220-07, NFPA 72 FIRE ALARM TESTING AND INSPECTION SERVICES AND UNIT BID LOW-VOLTAGE SERVICES**

**DATE:** June 7, 2022

**BACKGROUND:** On June 16, 2020, the Board of Education awarded Unit Bid No. 220-07 for NFPA 72 fire alarm testing and inspection services, and a unit bid for low-voltage services to Time and Alarm Systems. The initial contract term was for one year after the award of bid and could be extended for four additional one-year periods in accordance with provisions contained in Education Code Section 17596, not to exceed a total of five years. This renewal will exercise the second one-year period allowed for extension from July 1, 2022 to June 30, 2023. All other terms and conditions remain the same.

**RATIONALE:** Extended dates of service will enable the district to respond to various fire alarm testing, inspection, and low-voltage service needs throughout the district in a timely manner.

**FUNDING:** General Fund (0101) Routine Restricted Maintenance \$450,000  
Deferred Maintenance (1414)  
Capital Facilities Fund (2525)  
Capital Facilities Agency Fund (2545)  
School Facilities Fund (3539)

**BOARD FOCUS AREA:** This board agenda item supports Focus Area 5.0, *Optimized Resources* – “A critical measure of a school district’s performance is the effectiveness with which it utilizes and generates resources. We ensure that all fiscal and capital resources maximize educational opportunities.”

**RECOMMENDATION:** Approve contract renewal per Unit Bid No. 220-07 for NFPA 72 fire alarm testing and inspection services and a unit bid for low-voltage services with Time and Alarm Systems, effective July 1, 2022 to June 30, 2023.

**PREPARED BY:** Bradd Runge, Director, Maintenance and Facilities



**TO:** Dr. James Elsasser, Superintendent  
**FROM:** David Giordano, Assistant Superintendent, Business Services  
**SUBJECT:** RFP NO. 2019-02, TREE TRIMMING, REMOVAL, AND INVENTORY SERVICES  
**DATE:** June 7, 2022

**BACKGROUND:** On June 19, 2018, the Board of Education awarded RFP No. 2019-02 for tree trimming, removal, and inventory services to West Coast Arborists, Inc. The initial contract term was for one year after award of RFP and could be extended for four additional one-year periods in accordance with provisions contained in Education Code Section 17596, not to exceed a total of five years. This renewal will exercise the fourth and final one-year period allowed for extension and will extend the term from July 1, 2022 to June 30, 2023. All other terms and conditions remain the same.

**RATIONALE:** Renewal of contract per RFP No. 2019-02 for tree trimming, removal, and inventory services will enable the district to respond to various tree trimming, removal, and inventory service needs in a timely manner.

**FUNDING:** General Fund (0101) Routine Restricted Maintenance \$250,000  
Deferred Maintenance (1414)

**BOARD FOCUS AREA:** This board agenda item supports Focus Area 5.0, *Optimized Resources* – “A critical measure of a school district’s performance is the effectiveness with which it utilizes and generates resources. We ensure that all fiscal and capital resources maximize educational opportunities.”

**RECOMMENDATION:** Approve contract renewal per RFP No. 2019-02 for tree trimming, removal, and inventory services to West Coast Arborists, Inc., effective July 1, 2022 through June 30, 2023.

**PREPARED BY:** Bradd Runge, Director, Maintenance and Facilities

**TO:** Dr. James Elsasser, Superintendent

**FROM:** David Giordano, Assistant Superintendent, Business Services

**SUBJECT:** **CALIFORNIA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS (CASBO) ORGANIZATIONAL MEMBERSHIP**

**DATE:** June 7, 2022

**BACKGROUND:** The California Association of School Business Officials (CASBO) is an educational organization of school business executives in the state of California. The CASBO organizational membership is a single-price, umbrella package that covers all business services employees and provides professional development opportunities.

**RATIONALE:** Organizational membership provides savings on professional development seminars and workshops and also provides access to other valuable information.

**FUNDING:** General Fund (0101) \$5,250

**BOARD FOCUS AREA:** This board agenda item supports Focus Area 5.0, *Optimized Resources* – “A critical measure of a school district’s performance is the effectiveness with which it utilizes and generates resources. We ensure that all fiscal and capital resources maximize educational opportunities.”

**RECOMMENDATION:** Approve District organizational membership in California Association of School Business Officials (CASBO), effective July 1, 2022 through June 30, 2023.

**PREPARED BY:** David Giordano, Assistant Superintendent, Business Services

**TO:** Dr. James Elsasser, Superintendent

**FROM:** David Giordano, Assistant Superintendent, Business Services

**SUBJECT:** **BID NO. 221-09, DISTRIBUTION OF FROZEN, REFRIGERATED, PROCESSED COMMODITIES AND DRY FOOD PRODUCTS**

**DATE:** June 7, 2022

  

**BACKGROUND:** On July 27, 2021, the Board of Education awarded Bid No. 221-09 for distribution of frozen, refrigerated, processed commodities and dry food products to Goldstar Foods. The initial contract term was for one year after award of bid and could be extended for three additional one-year periods in accordance with provisions contained in Education Code Section 17590 and 81644, not to exceed a total of four years. This renewal will exercise the first one-year period allowed for extension from July 1, 2022 to June 30, 2023. All other terms and conditions remain the same.

**RATIONALE:** Goldstar Foods has provided pricing for the 2022-23 school year consistent with current contract language and allowable CPI adjustment. Renewal of contract per Bid No. 221-09 will enable the district to utilize distribution pricing established through competitive bidding for the distribution of frozen, refrigerated, processed commodities and dry food products.

**FUNDING:** Cafeteria Fund (1313) \$3,000,000

**BOARD FOCUS AREA:** This board agenda item supports Focus Area 5.0, *Optimized Resources* – “A critical measure of a school district’s performance is the effectiveness with which it utilizes and generates resources. We ensure that all fiscal and capital resources maximize educational opportunities.”

**RECOMMENDATION:** Approve contract renewal per Bid No. 221-09 for the distribution of frozen, refrigerated, processed commodities and dry food products with Goldstar Foods, effective July 1, 2022 through June 30, 2023.

**PREPARED BY:** Suzanne Morales, Director, Nutrition Services

**TO:** Dr. James Elsasser, Superintendent  
**FROM:** David Giordano, Assistant Superintendent, Business Services  
**SUBJECT:** RFP NO. 2017/18-11, FRESH BREAD AND TORTILLA PRODUCTS  
**DATE:** June 7, 2022

**BACKGROUND:** Fresh bread is a staple in menu selections for nutrition services programs. On June 5, 2018, the Riverside Unified School District (RUSD) awarded RFP No. 2017/18-11 for fresh bread and tortilla products to Goldstar Foods. On June 1, 2021, the Board of Education authorized district use of piggyback RFP No. 2017/18-11 for fresh bread and tortilla products. On April 28, 2022, RUSD approved renewal of the contract for the 2022-23 school year.

**RATIONALE:** Renewal of the contract per RFP No. 2017/18-11 will enable Nutrition Services to purchase fresh bread and tortilla products, and maintain competitive pricing throughout the year.

**FUNDING:** Cafeteria Fund (1313) \$60,000

**BOARD FOCUS AREA:** This board agenda item supports Focus Area 5.0, *Optimized Resources* – “A critical measure of a school district’s performance is the effectiveness with which it utilizes and generates resources. We ensure that all fiscal and capital resources maximize educational opportunities.”

**RECOMMENDATION:** Authorize contract renewal per Riverside Unified School District RFP No. 2017/18-11 for the purchase of fresh bread and tortilla products with Goldstar Foods, effective July 1, 2022 through June 30, 2023.

**PREPARED BY:** Suzanne Morales, Director, Nutrition Services

**TO:** Dr. James Elsasser, Superintendent  
**FROM:** David Giordano, Assistant Superintendent, Business Services  
**SUBJECT:** **FOOD SAFETY SYSTEMS (FSS)**  
**DATE:** June 7, 2022

**BACKGROUND:** The District sent out a request for pricing for food safety and sanitation materials and services. Food Safety Systems (FSS) was the only vendor to respond. FSS has supplied sanitation materials, monitored kitchen cleanliness, trained staff on procedures in safe food preparation, and provided documentation for continuing education at all district kitchen sites for the past several years.

**RATIONALE:** In order to ensure compliance with the Occupational Health and Safety Administration requirements and mandated professional standards curriculum, FSS will provide required food safety and sanitation materials and services.

**FUNDING:** Cafeteria Fund (1313) \$41,560

**BOARD FOCUS AREA:** The board agenda item supports Focus Area 4.0, *Safe and Respectful Environment* – “A safe and respectful environment is essential to student success. We foster a culture that promotes the emotional health, safety, and well-being of students, staff and parents.”

**RECOMMENDATION:** Approve the contract for a food safety and sanitation program to Food Safety Systems, effective July 1, 2022 through June 30, 2023.

**PREPARED BY:** Suzanne Morales, Director, Nutrition Services

**TO:** Dr. James Elsasser, Superintendent

**FROM:** David Giordano, Assistant Superintendent, Business Services

**SUBJECT:** **BEACH CITIES NUTRITION SERVICES COOPERATIVE RFP NO. 2021-04,  
PAPER PRODUCTS AND CLEANING SUPPLIES**

**DATE:** June 7, 2022

**BACKGROUND:** The District has been a member of the Orange County Cooperative buying group referred to as the Beach Cities Nutrition Services Cooperative for several years. Participation in the cooperative strengthens the collective buying power of members for paper products and cleaning supplies. On June 22, 2021, the district awarded RFP No. 2021-04 to P&R Paper Supply Co. and IFS, Inc. on behalf of the purchasing cooperative for the 2021-22 school year. The initial contract term was for one year after award of RFP and could be extended for two additional one-year periods in accordance with provisions contained in Education Code Section 17596, not to exceed a total of three years. This renewal will exercise the first one-year period allowed for extension from July 1, 2022 to June 30, 2023. All other terms and conditions remain the same.

**RATIONALE:** Renewal of the contract per RFP No. 2021-04 for the Beach Cities Nutrition Services Cooperative ensures competitive pricing for paper products and cleaning supplies used by districts within the Orange County region.

**FUNDING:** Cafeteria Fund (1313) \$200,000

**BOARD FOCUS AREA:** This board agenda item supports Focus Area 5.0, *Optimized Resources* – “A critical measure of a school district’s performance is the effectiveness with which it utilizes and generates resources. We ensure that all fiscal and capital resources maximize educational opportunities.”

**RECOMMENDATION:** Approve contract renewal per RFP No. 2021-04 for the purchase of paper goods and cleaning supplies by the Beach Cities Nutrition Services Cooperative from P&R Paper Supply Co. and IFS, Inc., effective July 1, 2022 through June 30, 2023.

**PREPARED BY:** Suzanne Morales, Director, Nutrition Services

**TO:** Dr. James Elsasser, Superintendent  
**FROM:** David Giordano, Assistant Superintendent, Business Services  
**SUBJECT:** **DESTRUCTION OF DISTRICT RECORDS**  
**DATE:** June 7, 2022

**BACKGROUND:** Per Article 2, Sections 16020-16030 of Title 5, California Code of Regulations, Class 1-permanent records that have been microfilmed and held for the required legal retention period may be reclassified as Class 3-disposable records. The Class 1-permanent documents recommended for destruction are student records and other documents that meet Title 5 requirements of the California Code of Regulations have been stored for four years and scanned and saved electronically as a permanent record. Annually, upon Board approval, the recommended records are processed for destruction. The responsible administrators have signed the Destruction Eligibility Reports.

**RATIONALE:** The reclassification and disposal of Class 3 records must be approved by the Board of Education for destruction.

**FUNDING:** No cost to the district

**BOARD FOCUS AREA:** This board agenda item supports Focus Area 5.0, *Optimized Resources* – “A critical measure of a school district’s performance is the effectiveness with which it utilizes and generates resources. We ensure that all fiscal and capital resources maximize educational opportunities.”

**RECOMMENDATION:** Approve reclassification of records listed as Class 1-permanent to Class 3-disposable and the destruction of the Class 3 records in accordance with legal codes and administrative regulations.

**PREPARED BY:** Don Rosales, Director, Purchasing

**TO:** Dr. James Elsasser, Superintendent  
**FROM:** David Giordano, Assistant Superintendent, Business Services  
**SUBJECT:** **RFP NO. 2020-03, BEVERAGE AND SNACK VENDING SERVICES**  
**DATE:** June 7, 2022

**BACKGROUND:** At the Board meeting on August 13, 2019, RFP No. 2020-03 was awarded to Vending One, Inc. for districtwide vending and snack services. The initial award was from August 14, 2019 through June 30, 2022. Vending One has agreed to extend the agreement an additional two years through June 30, 2024. There is no cost to the district for the service and the district will receive monthly commission checks based on a percentage of sales. Any commissions collected will be transferred to the sites.

**RATIONALE:** Extending the agreement per RFP No. 2020-03 for an additional two years will allow the district to provide beverage and snack vending services at all district sites.

**FUNDING:** Additional local income anticipated

**BOARD FOCUS AREA:** This board agenda item supports Focus Area 5.0, *Optimized Resources* – “A critical measure of a school district’s performance is the effectiveness with which it utilizes and generates resources. We ensure that all fiscal and capital resources maximize educational opportunities.”

**RECOMMENDATION:** Approve extension of the agreement per RFP No. 2020-03 for beverage and snack vending services to Vending One, Inc., effective July 1, 2022 through June 30, 2024.

**PREPARED BY:** Don Rosales, Director, Purchasing



**TO:** Dr. James Elsasser, Superintendent

**FROM:** David Giordano, Assistant Superintendent, Business Services

**SUBJECT:** **ELEMENTARY SCHOOL PHOTOGRAPHY SERVICES**

**DATE:** June 7, 2022

**BACKGROUND:** On August 14, 2018, the Board of Education approved contracts for elementary school photography services to Artistryfoto, Cantrell Photography Inc., LifeTouch School Photography Inc., School Portraits by Adams Photography Inc., Pictures With Class, School House Photos, and Legacy Photo Studio. The initial contract term was for one year and could be extended for four additional one-year periods in accordance with provision contained in Education Code Section 17590, not to exceed a total of five years. This renewal will exercise the fourth one-year period of four allowable extensions. All other terms and conditions remain the same. Annual price adjustments are not to exceed the average twelve-month change in the Consumer Price Index.

**RATIONALE:** Renewing photography contracts with annual price adjustments streamlines the process so schools can make choices earlier in the year with any vendor on the approved list.

**FUNDING:** No cost to the district

**BOARD FOCUS AREA:** This board agenda item supports Focus Area 5.0, *Optimized Resources* – “A critical measure of a school district’s performance is the effectiveness with which it utilizes and generates resources. We ensure that all fiscal and capital resources maximize educational opportunities.”

**RECOMMENDATION:** Approve renewal of the contracts for elementary photography services with Artistryfoto, Cantrell Photography Inc., LifeTouch School Photography Inc., School Portraits by Adams Photography Inc., Pictures With Class, School House Photos, and Legacy Photo Studio for the 2022-23 school year.

**PREPARED BY:** Don Rosales, Director, Purchasing

**TO:** Dr. James Elsasser, Superintendent  
**FROM:** David Giordano, Assistant Superintendent, Business Services  
**SUBJECT:** **COURIER SERVICE**  
**DATE:** June 7, 2022

**BACKGROUND:** Under a Joint Powers Agreement (JPA), the Orange County Department of Education provides courier service to deliver mail, warrants, and payroll checks to participating Orange County school districts. The agreement is renewable annually. The SchoolsFirst Federal Credit Union has agreed to subsidize the annual fees for the courier service. The participants' share of the cost is \$5,000 per district.

**RATIONALE:** Participating in the Courier Service JPA administered by the Orange County Department of Education is more cost effective and efficient than using district staff or the US Postal Service.

**FUNDING:** General Fund (0101) \$5,000

**BOARD FOCUS AREA:** This board agenda item supports Focus Area 5.0, *Optimized Resources* – “A critical measure of a school district’s performance is the effectiveness with which it utilizes and generates resources. We ensure that all fiscal and capital resources maximize educational opportunities.”

**RECOMMENDATION:** Approve the Joint Powers Agreement with Orange County Department of Education for courier service, effective July 1, 2022 through June 30, 2023.

**PREPARED BY:** Don Rosales, Director, Purchasing

**TO:** Dr. James Elsasser, Superintendent

**FROM:** David Giordano, Assistant Superintendent, Business Services

**SUBJECT:** **DGS CONTRACT NO. 3-17-36-0030B, XEROX FINANCIAL SERVICES**

**DATE:** June 7, 2022

**BACKGROUND:** On February 8, 2022, the Board approved use of the State of California Department of General Services (DGS) Procurement Division Contract No. 3-17-36-0030B for the lease and maintenance of Xerox brand products. Contract No. 3-17-36-0030B is available for use through August 21, 2026.

Esperanza High School and George Key School have copiers that have reached the end of useful life. Purchasing staff requested quotes to replace three copiers at Esperanza High School and one copier at George Key School. The replacement copiers will meet or exceed the existing copier specifications and be leased through Xerox Financial Services for 60 months.

**RATIONALE:** Per the provisions of Public Contract Code Sections 10299, 10298, 12100, and 20118, the school district may, without further competitive bidding, utilize contracts, master agreements, multiple award schedules, cooperative agreements, or other types of agreements established by the department for use by school districts for the acquisition of information technology, goods, and services.

**FUNDING:** General Fund (0101) \$92,000  
(Includes annual maintenance and sales tax)

**BOARD FOCUS AREA:** This board agenda item supports Focus Area 5.0, *Optimized Resources* – “A critical measure of a school district’s performance is the effectiveness with which it utilizes and generates resources. We ensure that all fiscal and capital resources maximize educational opportunities.”

**RECOMMENDATION:** Authorize the use of DGS Contract No. 3-17-36-0030B in order to procure a 60-month lease and maintenance agreement for three copiers at Esperanza High School and one copier at George Key School with Xerox Financial Services, effective August 1, 2022 through July 30, 2027.

**PREPARED BY:** Don Rosales, Director, Purchasing

**TO:** Dr. James Elsasser, Superintendent  
**FROM:** David Giordano, Assistant Superintendent, Business Services  
**SUBJECT:** **LIFE INSURANCE**  
**DATE:** June 7, 2022

**BACKGROUND:** The District has provided employee life insurance coverage to benefit eligible employees since 1988. There is no change to the current Anthem Blue Cross premium rate of \$7.00 per employee, per month.

**RATIONALE:** The District is contractually obligated to provide life insurance to its eligible employees.

**FUNDING:** Health and Welfare Fund (6769) \$160,000

**BOARD FOCUS AREA:** This board agenda item supports Focus Area 5.0, *Optimized Resources* – “A critical measure of a school district’s performance is the effectiveness with which it utilizes and generates resources. We ensure that all fiscal and capital resources maximize educational opportunities.”

**RECOMMENDATION:** Approve contract renewal to provide employee life insurance coverage with Anthem Blue Cross Life and Health Insurance Company, effective October 1, 2022 through September 30, 2023.

**PREPARED BY:** Elaine Marshall, Administrator, Risk Management

**TO:** Dr. James Elsasser, Superintendent  
**FROM:** David Giordano, Assistant Superintendent, Business Services  
**SUBJECT:** **HMO DENTAL INSURANCE**  
**DATE:** June 7, 2022

**BACKGROUND:** The CIGNA Dental Health of California Plan provides the District's HMO dental insurance for eligible employees and dependents. There is no increase in the premium for the 2022-23 plan year.

**RATIONALE:** The agreement with CIGNA Dental Health of California, Inc. provides HMO dental insurance for the district's eligible employees and dependents.

**FUNDING:** Health and Welfare Fund (6769) \$15,000

**BOARD FOCUS AREA:** This board agenda item supports Focus Area 5.0, *Optimized Resources* – "A critical measure of a school district's performance is the effectiveness with which it utilizes and generates resources. We ensure that all fiscal and capital resources maximize educational opportunities."

**RECOMMENDATION:** Approve contract renewal for HMO dental insurance with CIGNA Dental Health of California, Inc., effective October 1, 2022 through September 30, 2023.

**PREPARED BY:** Elaine Marshall, Administrator, Risk Management

**TO:** Dr. James Elsasser, Superintendent  
**FROM:** David Giordano, Assistant Superintendent, Business Services  
**SUBJECT:** **ACCIDENTAL DEATH AND DISMEMBERMENT INSURANCE**  
**DATE:** June 7, 2022

**BACKGROUND:** National Union Fire Insurance Company of Pittsburgh, PA provides the district's voluntary accidental death and dismemberment insurance. This insurance offers employees additional financial resources to pay for the care of their families when a serious accidental injury or death occurs and is 100% paid by the employee through payroll deductions.

**RATIONALE:** Offering voluntary accidental death and dismemberment insurance allows district employees to purchase insurance that provides substantial lump-sum payments to help ease the financial impact if an accident happens.

**FUNDING:** No cost to the district

**BOARD FOCUS AREA:** This board agenda item supports Focus Area 5.0, *Optimized Resources* – "A critical measure of a school district's performance is the effectiveness with which it utilizes and generates resources. We ensure that all fiscal and capital resources maximize educational opportunities."

**RECOMMENDATION:** Approve accidental death and dismemberment insurance provided by National Union Fire Insurance Company of Pittsburgh, PA, effective October 1, 2022 through September 30, 2023.

**PREPARED BY:** Elaine Marshall, Administrator, Risk Management

**TO:** Dr. James Elsasser, Superintendent  
**FROM:** David Giordano, Assistant Superintendent, Business Services  
**SUBJECT:** **PROPERTY AND LIABILITY INSURANCE**  
**DATE:** June 7, 2022

**BACKGROUND:** Southern California ReLiEF (SCR) is the Joint Powers Authority (JPA) provider for District Property and Liability Insurance. The District has been a member of Southern California ReLiEF JPA since July 1, 2017 and has been satisfied with the JPA's services.

**RATIONALE:** Property and liability insurance protects the district against losses from property damage and general liability claims. A third-party administrator is required to purchase insurance and administer claims for the district. Southern California ReLiEF has a long history of providing expert service in the areas of claims administration, while maintaining stable premium costs for clients in an unstable market.

**FUNDING:** Insurance Property Loss Fund (6770) \$2,500,000

**BOARD FOCUS AREA:** This board agenda item supports Focus Area 5.0, *Optimized Resources* – “A critical measure of a school district’s performance is the effectiveness with which it utilizes and generates resources. We ensure that all fiscal and capital resources maximize educational opportunities.”

**RECOMMENDATION:** Approve renewal of the agreement to provide property and liability insurance with Southern California ReLiEF, effective July 1, 2022 through June 30, 2023.

**PREPARED BY:** Elaine Marshall, Administrator, Risk Management

**TO:** Dr. James Elsasser, Superintendent  
**FROM:** David Giordano, Assistant Superintendent, Business Services  
**SUBJECT:** **VOLUNTARY LONG-TERM CARE INSURANCE**  
**DATE:** June 7, 2022

**BACKGROUND:** Unum Life Insurance Company of America provides the District's voluntary long-term care insurance and is 100% paid by the employee through payroll deductions.

**RATIONALE:** The district's voluntary long-term care insurance allows employees, spouses, and extended family members to apply for insurance that provides a benefit to deal with the challenges of extended care when the need arises. Extended family members are billed directly by Unum.

**FUNDING:** No cost to the district

**BOARD FOCUS AREA:** This board agenda item supports Focus Area 5.0, *Optimized Resources* – "A critical measure of a school district's performance is the effectiveness with which it utilizes and generates resources. We ensure that all fiscal and capital resources maximize educational opportunities."

**RECOMMENDATION:** Approve contract renewal for voluntary long-term insurance with UNUM Life Insurance Company of America, effective October 1, 2022 through September 30, 2023.

**PREPARED BY:** Elaine Marshall, Administrator, Risk Management



**TO:** Dr. James Elsasser, Superintendent  
**FROM:** David Giordano, Assistant Superintendent, Business Services  
**SUBJECT:** **SOFTWARE/LICENSE SUPPORT SUBSCRIPTION**  
**DATE:** June 7, 2022

**BACKGROUND:** Aeries Software, Inc., dba Eagle Software, has been providing the District's Student Information System (SIS) since January 2006. The SIS provides functionality critical to district business, administrative, and instructional operations that includes enrollment, attendance, scheduling, gradebook, progress reports, report cards, discipline tracking, transcripts, progress towards graduation, college eligibility and counseling, guidance, and intervention tracking. The Aeries Software, Inc. software/license support subscription includes annual maintenance and software updates to the SIS.

**RATIONALE:** Renewing the software license/support subscription with Aeries Software, Inc. dba Eagle Software will ensure the district has an up-to-date SIS that meets district needs and legal requirements.

**FUNDING:** General Fund (0101) \$100,000

**BOARD FOCUS AREA:** This board agenda item supports Focus Area 5.0, *Optimized Resources* – "A critical measure of a school district's performance is the effectiveness with which it utilizes and generates resources. We ensure that all fiscal and capital resources maximize educational opportunities."

**RECOMMENDATION:** Approve renewal of the software license/support subscription for the student information system with Aeries Software, Inc., dba Eagle Software, effective July 1, 2022 through June 30, 2023.

**PREPARED BY:** Jeremy Powell, Chief Technology Officer

**TO:** Dr. James Elsasser, Superintendent  
**FROM:** David Giordano, Assistant Superintendent, Business Services  
**SUBJECT:** **MOBILE APP AND NOTIFICATION SYSTEM**  
**DATE:** June 7, 2022

**BACKGROUND:** Blackboard, Inc. is a mobile app and notification system that provides easy access to district and school news, event information, lunch menus, and student grades from a mobile phone.

**RATIONALE:** Renewal of the agreement with Blackboard, Inc. will allow district staff and parents to continue using the mobile app and school-to-home notification system for the 2022-23 school year.

**FUNDING:** General Fund (0101) \$45,000

**BOARD FOCUS AREA:** This board agenda item supports Focus Area 5.0, *Optimized Resources* – “A critical measure of a school district’s performance is the effectiveness with which it utilizes and generates resources. We ensure that all fiscal and capital resources maximize educational opportunities.”

**RECOMMENDATION:** Approve agreement renewal for a mobile app and notification system with Blackboard, Inc., effective July 1, 2022 through June 30, 2023.

**PREPARED BY:** Jeremy Powell, Chief Technology Officer

**TO:** Dr. James Elsasser, Superintendent  
**FROM:** David Giordano, Assistant Superintendent, Business Services  
**SUBJECT:** **DATA CENTER SITE SERVICES**  
**DATE:** June 7, 2022

**BACKGROUND:** Since 2016, the Orange County Department of Education (OCDE) has been providing the district's required data center site services to increase reliability and capacity of Internet access and phone services. The district continues to be satisfied with OCDE's services.

**RATIONALE:** Approval of the OCDE agreement for data center site services will provide the most cost-effective way for the district to increase the reliability and capacity of Internet access and phone services.

**FUNDING:** General Fund (0101) \$15,000

**BOARD FOCUS AREA:** This board agenda item supports Focus Area 5.0, *Optimized Resources* – "A critical measure of a school district's performance is the effectiveness with which it utilizes and generates resources. We ensure that all fiscal and capital resources maximize educational opportunities."

**RECOMMENDATION:** Approve the agreement for data center site services with Orange County Department of Education, effective July 1, 2022 to June 30, 2023.

**PREPARED BY:** Jeremy Powell, Chief Technology Officer

**TO:** Dr. James Elsasser, Superintendent  
**FROM:** David Giordano, Assistant Superintendent, Business Services  
**SUBJECT:** **DESTINY LIBRARY MANAGEMENT SYSTEM**  
**DATE:** June 7, 2022

**BACKGROUND:** Follett, Inc. has provided the Destiny Library Management System to the district since 2018. The system allows all school librarians to track library, textbook, and Chromebook resources more efficiently. Renewing the agreement with Follett, Inc. will allow librarians to continue to successfully manage the status and distribution of textbooks, library books, and Chromebooks.

**RATIONALE:** In order to ensure efficiency and accuracy of tracking book materials at all school sites, the district is recommending the renewal of the agreement with Follett, Inc. for the Destiny Library Management System for library, textbook, and Chromebook processing.

**FUNDING:** General Fund (0101) \$48,000

**BOARD FOCUS AREA:** This board agenda item supports Focus Area 5.0, *Optimized Resources* – “A critical measure of a school district’s performance is the effectiveness with which it utilizes and generates resources. We ensure that all fiscal and capital resources maximize educational opportunities.”

**RECOMMENDATION:** Approve agreement renewal for the Destiny Library Management System with Follett, Inc., effective July 1, 2022 through June 30, 2023.

**PREPARED BY:** Jeremy Powell, Chief Technology Officer

**TO:** Dr. James Elsasser, Superintendent  
**FROM:** David Giordano, Assistant Superintendent, Business Services  
**SUBJECT:** **INTERNET ACCESS SERVICES**  
**DATE:** June 7, 2022

**BACKGROUND:** The Orange County Superintendent of Schools (OCSS) has been providing access to Internet services to the district since 2003. The service is provided through the Corporation for Education Network Initiatives in California (CENIC), California's K-12 high-speed telecommunications network.

**RATIONALE:** The Orange County Superintendent of Schools will provide Internet services to the district for the 2022-23 school year. The district will only be billed an Internet access fee if OCSS receives an invoice from California K-12 High Speed Network for Internet access.

**FUNDING:** No charge to the district

**BOARD FOCUS AREA:** This board agenda item supports Focus Area 5.0, *Optimized Resources* – "A critical measure of a school district's performance is the effectiveness with which it utilizes and generates resources. We ensure that all fiscal and capital resources maximize educational opportunities."

**RECOMMENDATION:** Approve the agreement for Internet access services with Orange County Superintendent of Schools, effective July 1, 2022 through June 30, 2023.

**PREPARED BY:** Jeremy Powell, Chief Technology Officer

**TO:** Dr. James Elsasser, Superintendent  
**FROM:** David Giordano, Assistant Superintendent, Business Services  
**SUBJECT:** **ELECTRONIC DOCUMENTS MANAGEMENT SYSTEM**  
**DATE:** June 7, 2022

**BACKGROUND:** The Orange County Department of Education (OCDE) has been providing electronic document management system services (imaging, scanning and workflow systems) to school districts since 2017. OCDE has issued an agreement for the 2022-23 school year to continue to provide these services.

**RATIONALE:** The electronic document management system is a web-based imaging, scanning, and workflow system that meets the district's requirements for business services document archival and retrieval. The system is hosted and supported by OCDE. All archived documents are backed up by OCDE.

**FUNDING:** General Fund (0101) \$3,000

**BOARD FOCUS AREA:** This board agenda item supports Focus Area 5.0, *Optimized Resources* – "A critical measure of a school district's performance is the effectiveness with which it utilizes and generates resources. We ensure that all fiscal and capital resources maximize educational opportunities."

**RECOMMENDATION:** Approve the agreement for an electronic document management system with Orange County Department of Education, effective July 1, 2022 through June 30, 2023.

**PREPARED BY:** Jeremy Powell, Chief Technology Officer

**TO:** Dr. James Elsasser, Superintendent  
**FROM:** David Giordano, Assistant Superintendent, Business Services  
**SUBJECT:** **BUSINESS INFORMATION SYSTEM AND HUMAN RESOURCES SYSTEM**  
**DATE:** June 7, 2022

**BACKGROUND:** On August 15, 2017, the Board approved a support service agreement for district use of the Orange County Department of Education (OCDE) business information and human resources systems. The OCDE systems provide an efficient web interface for the general ledger, accounts payable, accounts receivable, purchasing, budget development and monitoring, asset tracking, warehouse inventory, and human resources. Additionally, the agreement includes required training and support for the systems, which are hosted and supported by OCDE.

**RATIONALE:** Renewal of the support service agreement will enable the district to continue to use OCDE's business information and human resources systems, training, and support.

**FUNDING:** General Fund (0101) \$192,500

**BOARD FOCUS AREA:** This board agenda item supports Focus Area 5.0, *Optimized Resources* – "A critical measure of a school district's performance is the effectiveness with which it utilizes and generates resources. We ensure that all fiscal and capital resources maximize educational opportunities."

**RECOMMENDATION:** Approve agreement renewal for the business information and human resources systems with OCDE, effective July 1, 2022 through June 30, 2023.

**PREPARED BY:** Jeremy Powell, Chief Technology Officer

**TO:** Dr. James Elsasser, Superintendent  
**FROM:** David Giordano, Assistant Superintendent, Business Services  
**SUBJECT:** **CROSSING GUARD SERVICES**  
**DATE:** June 7, 2022

**BACKGROUND:** The City of Placentia (City) determines and provides school crossing guard services at established district locations. The City has reduced funding for this service due to fiscal restraints, and for the past several years has decreased the number of guards from 16 to 5. All City Management Services, Inc. provides services for the remaining 11 crossing guards that are needed at district locations and will be adding 1 additional crossing guard in the Valadez Middle School Academy area for a total of 12 crossing guards.

**RATIONALE:** Staff has determined that 12 crossing guards are needed at district locations to ensure the safety of students.

**FUNDING:** General Fund (0101) \$219,000

**BOARD FOCUS AREA:** This board agenda item supports Focus Area 5.0, *Optimized Resources* – “A critical measure of a school district’s performance is the effectiveness with which it utilizes and generates resources. We ensure that all fiscal and capital resources maximize educational opportunities.”

**RECOMMENDATION:** Approve contract renewal for crossing guard services at City determined locations with All City Management Services, Inc., effective July 1, 2022 through June 30, 2023.

**PREPARED BY:** Richard Jimenez, Director, Transportation



**TO:** Dr. James Elsasser, Superintendent

**FROM:** Dr. Linda Adamson, Assistant Superintendent, Educational Services

**SUBJECT:** **ANNUAL UC SANTA BARBARA WOMEN’S BASKETBALL TEAM CAMP FOR YORBA LINDA HIGH SCHOOL**

**DATE:** June 7, 2022

**BACKGROUND:** The Annual UC Santa Barbara Women’s Basketball Team Camp will be held on June 17-19, 2022 in Santa Barbara, California. The girls basketball head coach, two assistants, and two parents will chaperone sixteen athletes. Coaches and athletes will be staying in the dorms at UC Santa Barbara. Parents will stay in a local hotel. Transportation will be provided by parents. No school will be missed.

**RATIONALE:** This summer tournament and camp will provide a great opportunity for the Yorba Linda High School girls basketball team to gain exposure and compete against athletes from outside the local area.

**FUNDING:** No cost to the district

**BOARD FOCUS AREA:** This board agenda item supports Focus Area 1.0, *Academic Achievement* – “Student achievement is at the core of the PYLUSD mission and vision. We expect all students to demonstrate continued and improved academic achievement in order to emerge college and career ready. In addition, students are provided an array to enrichment opportunities to expand their educational experience.”

**RECOMMENDATION:** Approve extended field trip for Yorba Linda High School to participate in the Annual UC Santa Barbara Women’s Basketball Team Camp, June 17-19, 2022 in Santa Barbara, California.

**PREPARED BY:** Dr. Richard Dinh, Principal

**Yorba Linda High School  
Annual UC Santa Barbara Women's  
Basketball Team Camp  
Santa Barbara, California  
June 17-19, 2022  
Itinerary**

**Friday, June 17**

9:00 a.m.	Meet at Yorba Linda High School/Meet with chaperones/athletes to review policies, behavioral expectations, and the school's code of conduct.
9:30 a.m.	Leave YLHS/Parents driving students to Santa Barbara
12:00 p.m. - 3:00 p.m.	Arrive in Santa Barbara/Lunch/Check into UC Santa Barbara dorms
3:00 p.m. - 7:00 p.m.	Practice/Dinner
7:00 p.m. - 9:30 p.m.	Supervised Activity/Team Meeting/Return to dorm rooms
10:00 p.m.	Lights out

**Saturday, June 18**

9:00 a.m.	Wake-up call
10:00 a.m. - 11:00 a.m.	Breakfast/Team Meeting
11:00 a.m. - 7:00 p.m.	Camp/Lunch/Competition
7:00 p.m. - 9:30 p.m.	Return to Dorms to clean up/Dinner/Supervised Activity/Return to dorm room
10:00 p.m.	Lights out

**Sunday, June 19**

8:00 a.m.	Wake-up call/Breakfast
9:00 a.m. - 12:00 p.m.	Camp and Competition Continues
12:00 p.m.	Camp Ends/Check out of UC Santa Barbara dorms/Lunch
1:00 p.m.	Leave Santa Barbara/Parents driving students
3:30 p.m.	Arrive at Yorba Linda High School/Parents pick up their students and drive them home

**TO:** Dr. James Elsasser, Superintendent

**FROM:** Rick Lopez, Assistant Superintendent, Human Resources

**SUBJECT:** **STUDENT TEACHING MEMORANDUM OF UNDERSTANDING – LOS ANGELES PACIFIC UNIVERSITY, JULY 1, 2022 – JUNE 30, 2025**

**DATE:** June 7, 2022

**BACKGROUND:** The Placentia-Yorba Linda Unified School District and the Los Angeles Pacific University would like to begin a partnership in placing student teachers and student teacher interns in our classrooms to complete the necessary requirements to become fully credentialed teachers.

**RATIONALE:** Providing future teacher candidates an opportunity to participate in the fieldwork experience helps to assure that they are adequately trained and possess the necessary skills to be competent employees. All student are carefully screened by the university to assure that they are fully qualified prior to placement in the classroom.

Participation by our district with the Los Angeles Pacific University in the placement of students assists us in the recruitment of future teachers.

**FUNDING:** The Master Teacher will receive \$100 per student teacher.

**BOARD FOCUS AREA:** This board agenda item supports Focus Area 2.0, *Effective Instruction/Leadership* – “A dynamic, high quality instruction program facilitates life-long habits of intellectual inquiry. We actively engage each student in the learning process through the implementation of the core curriculum and effective instructional strategies, including the use of technology. To this end, we strive to attract, train, and retain employees as well as develop strategic leaders who embrace the vision of our district.”

**RECOMMENDATION:** Approve the memorandum of understanding with the Los Angeles Pacific University effective July 1, 2022 to June 30, 2025.

**PREPARED BY:** Martha Suarez, Administrative Secretary

**TO:** Dr. James Elsasser, Superintendent

**FROM:** Rick Lopez, Assistant Superintendent, Human Resources

**SUBJECT:** **STUDENT TEACHING AGREEMENT AMENDMENT – UNIVERSITY OF CALIFORNIA, IRVINE, FEBRUARY 6, 2022 TO FEBRUARY 5, 2024**

**DATE:** June 7, 2022

**BACKGROUND:** The Placentia-Yorba Linda Unified School District and University of California, Irvine, wish to renew their partnership in placing student teachers in our classrooms. The university has submitted an amendment to the terms of the agreement and extend the expiration date to February 5, 2024.

**RATIONALE:** Providing future teachers an opportunity to participate in the student teaching experience helps to assure that they are adequately trained and possess the necessary skills to be competent teachers. All student teachers are carefully screened by the university to assure that they are fully qualified prior to placement in the classroom.

Approving the amendment will allow the University of California, Irvine, to continue the placement of student teachers in our district and assist us in the recruitment of future teachers and qualified substitute teachers.

**FUNDING:** There is no cost to the general fund for participation in this partnership.

**BOARD FOCUS AREA:** This board agenda item supports Focus Area 2.0, *Effective Instruction/Leadership* – “A dynamic, high quality instruction program facilitates life-long habits of intellectual inquiry. We actively engage each student in the learning process through the implementation of the core curriculum and effective instructional strategies, including the use of technology. To this end, we strive to attract, train, and retain employees as well as develop strategic leaders who embrace the vision of our district.”

**RECOMMENDATION:** Approve the amendment to the student teaching agreement with the University of California, Irvine, and extend the expiration date to February 5, 2024.

**PREPARED BY:** Martha Suarez, Administrative Secretary

**TO:** Dr. James Elsasser, Superintendent

**FROM:** Rick Lopez, Assistant Superintendent, Human Resources

**SUBJECT:** **SUPERVISED PAID INTERNSHIP FIELDWORK AGREEMENT – CHAPMAN UNIVERSITY, JUNE 8, 2022 – JULY 31, 2025**

**DATE:** June 7, 2022

  

**BACKGROUND:** The Placentia-Yorba Linda Unified School District and Chapman University wish to renew the existing agreement which allows for the placement of school psychologist interns in our schools across the district.

**RATIONALE:** Providing the opportunity to employ school psychologist interns allows the district to work directly with Chapman University in the selection and training of future employees.

Participation in this partnership with Chapman University will assist the district in future recruitment of school psychologists.

**FUNDING:** An annual stipend paid from general fund.

**BOARD FOCUS AREA:** This board agenda item supports Focus Area 2.0, *Effective Instruction/Leadership* – “A dynamic, high quality instruction program facilitates life-long habits of intellectual inquiry. We actively engage each student in the learning process through the implementation of the core curriculum and effective instructional strategies, including the use of technology. To this end, we strive to attract, train, and retain employees as well as develop strategic leaders who embrace the vision of our district.”

**RECOMMENDATION:** Approve the Supervised Paid Internship Fieldwork Agreement with Chapman University, from June 8, 2022 to July 31, 2025.

**PREPARED BY:** Martha Suarez, Administrative Secretary

**TO:** Dr. James Elsasser, Superintendent

**FROM:** Rick Lopez, Assistant Superintendent, Human Resources

**SUBJECT:** **CLASSIFIED HUMAN RESOURCES REPORT**

**DATE:** June 7, 2022

**FOCUS AREA:** This board agenda item supports Focus Area 5.0, *Optimized Resources* – “A critical measure of a school district’s performance is the effectiveness with which it utilizes and generates resources. We ensure that all fiscal and capital resources maximize educational opportunities.”

<u>Retirement</u>	<u>Position</u>	<u>Site</u>	<u>Effective</u>
Kari Domene	SPED Aide III	Brookhaven/Valadez	06/16/22
Randy Hoskins	SLPA	SPED	06/16/22

<u>Resignation</u>	<u>Position</u>	<u>Site</u>	<u>Effective</u>
Cynthia Bergo	SPED Aide II	Venture	06/16/22
Carolina Castillo Contreras	SPED Aide I	Ruby Drive	06/16/22
Freddy De Leon	Campus Supervisor	Kraemer	05/25/22
Julie Edkins	SPED Aide I	Van Buren	06/16/22
Micaela Garcia	SPED Aide I	Valadez	06/16/22
Ella Harshman	SPED Aide II	Esperanza	06/16/22
Adla Jaber	SPED Aide III	Tynes	06/16/22
Susan Lynch	SPED Aide III	Rose Drive	06/16/22
Vivianna Magdaleno	SPED Aide II	Valadez	06/16/22
Natalia Nuutinen	SPED Aide I	Rose Drive	06/16/22
Helen Plaskacz	SPED Aide I	Esperanza	06/16/22
Juliet Poucher	SPED Aide II	Lakeview	06/03/22
Claudia Ramirez	Bil Preschool Comm Liaison	Ruby Drive	05/31/22
Susan Rosenthal	SPED Aide III	Mabel Paine	05/04/22
Kailee Sadler	SPED Aide II Spec	George Key	05/20/22
Gabriela Saenz	SPED Aide II	TRMS	06/16/22
Karen Tapia	School Sec I	George Key	05/20/22
Glen Gregory Turner	Instructional Aide Music	Esperanza	06/16/22
Venita Wright	SPED Aide I	Esperanza	05/31/22
Yanming Zhang	SPED Aide II	George Key	12/08/21

<u>Termination</u>	<u>Position</u>	<u>Site</u>	<u>Reason</u>	<u>Effective</u>
<u>Employee</u> #15575	Child Care Tchr I	Rose Drive	Probationary	05/16/22

Leave of Absence

<u>Employee</u>	<u>Position</u>	<u>Site</u>	<u>Reason</u>	<u>Effective</u>
Sandra Noriega	Noon Duty Spvsr	Morse	Maternity	05/09/22-06/16/22
Sandra Noriega	Noon Duty Spvsr	Morse	Child Bonding	08/30/22-11/25/22

Change of Status

<u>Employee</u>	<u>From</u>	<u>To</u>	<u>Effective</u>
Jessica Gomez	SLPA 3.75 hr/day	SLPA 6.5 hr/day	04/28/22
Martha Rios	Bus Attendant I	Child Care Tchr I	05/10/22

<u>Employ</u>	<u>Position</u>	<u>Site</u>	<u>Effective</u>
Yolanda Cervantes	Translator/Interpreter	SPED	04/27/22
Vanessa Clavel	RBT	SPED	05/02/22
Erick Juarez	Instructional Aide PE	Elementary PE	04/08/22
Shaganpreet Kaleka	SPED Aide II Spec	Wagner	05/04/22
Laura Penner	SPED Aide I	YLHS	05/09/22
Ronald Pregler	Plumber	Maintenance	05/16/22
Joseph Quintero	SPED Aide III	Lakeview	05/16/22

<u>Short Term</u>	<u>NTE Hrs</u>	<u>Reason</u>	<u>Site</u>	<u>Effective</u>
Jacob Adams	150	Student Supv	El Dorado	04/20/22-06/16/22
Salina Aguirre	100	Student Support	SPED	01/03/22-06/16/22
Lorraine Allen	2	Aide Training	Topaz	03/16/22-04/15/22
Heidi Allen	100	Student Support	SPED	01/03/22-06/16/22
Daisy Araiza	100	Student Support	SPED	01/03/22-06/16/22
Star Arellano	100	Student Support	SPED	01/03/22-06/16/22
Sadia Asad	5	Playworks Recess Trng	Fairmont	04/18/22-04/21/22
Evangelina Barba	50	Student Sub Support	SPED	03/28/22-06/16/22
Evangelina Barba	100	Student Support	SPED	01/03/22-06/16/22
Kelly BarrHansen	100	Student Support	SPED	01/03/22-06/16/22
Victoria Beatty	100	Student Support	SPED	01/03/22-06/16/22
Pamela Bouch	5	Playworks Recess Trng	Fairmont	04/18/22-04/21/22
Kathy Breaux	100	Student Support	SPED	01/03/22-06/16/22
Audrianne Bridges-Skipper	100	Student Support	SPED	01/03/22-06/16/22
Denise Broadwater	30	Health Svs Support	Health Svs	04/25/22-06/16/22
Doug Byrnes	100	Student Support	SPED	01/03/22-06/16/22
Juana Camacho	100	Student Support	SPED	01/03/22-06/16/22
Wyatt Carlson	150	Student Supv	El Dorado	04/20/22-06/16/22
Nicole Castillo	100	Student Support	Golden	04/18/22-06/16/22
Anthony Castaneda	5	Student Support	Valadez	05/02/22-06/16/22
Maria Cervantes	10	Health Svs Support	Ruby Drive	04/22/22-06/16/22
Josephine Chau	65	Student Support	Valencia	02/28/22-06/16/22
Anat Cirt	5	Playworks Recess Trng	Fairmont	04/18/22-04/21/22
Linda Cotta	2	CIS Training	Technology	05/02/22-05/27/22
Brian Cusick	5	Student Support	Valadez	05/02/22-06/16/22

<u>Short Term</u> (Cont'd)	<u>NTE Hrs</u>	<u>Reason</u>	<u>Site</u>	<u>Effective</u>
Leanne Daniels	5	Playworks Recess Trng	Fairmont	04/18/22-04/21/22
Priscilla David	100	Student Support	Esperanza	03/28/22-06/16/22
Noah Davis	150	Student Supv	El Dorado	04/20/22-06/16/22
Adriana De Leon	100	Student Support	SPED	01/03/22-06/16/22
Carrie DiMaggio	5	Playworks Recess Trng	Fairmont	04/18/22-04/21/22
Jennifer Dodgion	100	Student Support	SPED	01/03/22-06/16/22
Patti Donovan	5	Playworks Recess Trng	Fairmont	04/18/22-04/21/22
Dalaina Dunn	4	Student Support	Ruby Drive	04/25/22-06/16/22
Kimberly Durkin	100	Clerical Support	Payroll	04/11/22-06/30/22
Valerie Dyer	5	Student Support	Valadez	05/02/22-06/16/22
Lilian Ebanks	100	Student Support	SPED	02/22/22-06/16/22
Rana El Maissi	5	Playworks Recess Trng	Fairmont	04/18/22-04/21/22
Julie Finnicum	5	Playworks Recess Trng	Fairmont	04/18/22-04/21/22
Alexander Flor	80	AP Proctoring	YLHS	05/02/22-05/13/22
Stephanie Forshee	50	Student Safety	Linda Vista	04/18/22-06/16/22
Pamela Gagnon	100	Student Support	Morse	03/01/22-06/16/22
Dannessa Gennawey	2	CIS Training Mtg	Ed Svs	04/22/22-06/30/22
Molly Gorman	40	Student Support	SPED	03/28/22-04/29/22
Jose Gutierrez	150	Warehouse Support	Warehouse	03/01/22-04/30/22
Isabel Hanon	100	Student Support	SPED	01/03/22-06/16/22
Megan Harry	7	Student Support	El Dorado	04/21/22-04/22/22
Ella Harshman	25	Student Bus Support	SPED	01/03/22-06/16/22
Mena Henein	200	Auditorium Support	Use & Facilities	05/02/22-06/30/22
Elaine Herbert	2	Comp Inst Training Mtg	Ed Svs	04/22/22-06/30/22
Kristen Hoke	15	Student Safety	Linda Vista	04/18/22-06/16/22
Timothy Humphrey	60	Student Bus Support	YLMS	04/18/22-06/16/22
Anna Jacob	100	Student Support	SPED	01/03/22-06/16/22
Emily Job	1	Textbook Review	Ed Svs	04/01/22-06/16/22
Cathleen Kim	2	Comp Inst Training Mtg	Ed Svs	04/22/22-06/30/22
Jennifer Kopiczko	2	Aide Training	Topaz	03/16/22-04/15/22
Saige Krager	100	Student Support	SPED	01/03/22-06/16/22
Sarah Laitinen	100	Health Svs Support	Health Svs	04/20/22-06/16/22
Luis Lopez Hernandez	2	Student Support	TRMS	04/29/22-04/29/22
Marietta Luzzi	100	Student Support	Brookhaven	04/25/22-06/16/22
Vivianna Magdaleno	5	Student Support	Valadez	05/02/22-06/16/22
Alicia Manzanarez	100	Student Support	SPED	01/03/22-06/16/22
Iridian Martin	15	Health Svs Trng	Health Svs	04/27/22-05/31/22
Iridian Martin	70	Health Svs Support	Health Svs	05/03/22-06/16/22
Patricia Martinez	2	Aide Training	Wagner	03/28/22-04/15/22
Shevawn Maule	100	Student Support	SPED	01/03/22-06/16/22
Charles Mayfield	100	Student Support	SPED	01/03/22-06/16/22
Kim McCoy	100	Student Support	SPED	01/03/22-06/16/22
Maria Mejia	100	Clerical Support	Valencia	02/16/22-06/30/22
Erica Mendez	100	Student Support	SPED	01/03/22-06/16/22



<u>Short Term (Cont'd)</u>	<u>NTE Hrs</u>	<u>Reason</u>	<u>Site</u>	<u>Effective</u>
Deborah Meyer	4	Student Support	El Dorado	04/21/22-04/22/22
Monique Moreno	100	Student Support	SPED	01/03/22-06/16/22
Araceli Moran	25	Clerical Support	Supt Office	05/02/22-06/30/22
Ryan Nadler	100	Student Support	Van Buren	03/14/22-06/16/22
Khristopher Nelson	150	Student Supv	El Dorado	04/20/22-06/16/22
Stacey Nichols	2	Comp Instr Spec Trng	Technology	05/02/22-05/27/22
Barbara Ohail	16	Clerical Support	Woodsboro	02/28/22-04/01/22
Karina Olea	100	Student Support	SPED	01/03/22-06/16/22
Felicia Orosco	100	Student Support	SPED	01/03/22-06/16/22
Usha Parikh	5	Playworks Recess Trng	Fairmont	04/18/22-04/21/22
Kassidy Parks	2	Aide Training	Wagner	03/28/22-04/15/22
Stacy Pinegar	30	Health Svs Support	Health Svs	04/25/22-06/16/22
Lisa Pulido	2	Aide Training	Topaz	03/16/22-04/15/22
Caitlin Rachunok	100	Student Support	SPED	01/03/22-06/16/22
Maria Ramos	65	Student Support	Tynes	03/07/22-04/08/22
Alyssa Rios	100	Student Support	SPED	01/03/22-06/16/22
Marisol Rivera	4	Student Support	Ruby Drive	04/25/22-06/16/22
Yadira Rodriguez	100	Student Support	SPED	01/03/22-06/16/22
Leonor Rollins	5	Playworks Recess Trng	Fairmont	04/18/22-04/21/22
Gabriella Saenz	2	Student Support	TRMS	04/29/22-04/29/22
Bianca Sanchez	100	Student Support	SPED	01/03/22-06/16/22
Jasmine Servin	2	Clerical Training	Van Buren	05/11/22-05/11/22
Debra Seymour	20	Student Support	Sierra Vista	03/28/22-06/16/22
Adam Shrake	100	Student Bus Support	SPED	02/28/22-06/16/22
Bethany Sidler	100	Student Support	SPED	01/03/22-06/16/22
Rachel Sims	50	Student Bus Support	Mabel Paine	03/28/22-06/16/22
Joan Sircable	5	Playworks Recess Trng	Fairmont	04/18/22-04/21/22
Jennifer Smith	100	Student Support	SPED	01/03/22-06/16/22
Angelica Sotelo	5	Student Support	Valadez	05/02/22-06/16/22
Samantha Sotelo	30	Student Support	Tynes	03/07/22-04/08/22
Madison Stanley	55	Test Proctoring	El Dorado	05/02/22-05/17/22
Christopher St. Aubin	200	Theater Support	Use & Facilities	04/14/22-06/30/22
Stephanie Suarez	100	Student Support	SPED	01/03/22-06/16/22
Julie Taylor	5	Playworks Recess Trng	Fairmont	04/18/22-04/21/22
Cheryl Terry	16	Clerical Support	TRMS	04/28/22-04/29/22
Amy Troup	2	CIS Training Mtg	Ed Svs	04/22/22-06/30/22
Marcia True	100	Clerical Support	SPED	02/23/22-06/16/22
Yajaira Vasquez	100	Student Support	SPED	01/03/22-06/16/22
Shannon Voogesang	100	Student Support	Woodsboro	03/15/22-06/16/22
Matthew Wada	2	Aide Training	Tynes	03/14/22-03/18/22
Katelin Welch	4	Student Support	Ruby Drive	04/25/22-06/16/22
Donna Westergaard	5	Student Support	Valadez	05/02/22-06/16/22
Mandy Wolgamott	100	Student Support	SPED	01/03/22-06/16/22
Yolanda Zavala	60	Clerical Support	BVVA	04/01/22-06/16/22

<u>Substitutes</u>	<u>Position</u>	<u>Site</u>	<u>Effective</u>
Tonjia Bier	Sr Sch Secretary	El Dorado	03/15/22-06/16/22
Tricia Canales	Clerk I, Secretary	Tynes	05/02/22-06/16/22
Anju Gupta	Noon Supervision	Rio Vista	05/02/22-06/16/22
Anju Gupta	Noon Supervision	Tynes	05/06/22-06/16/22
Anna Jacob	SPED Aide I, II	SPED	08/30/21-06/16/22
Natalie Larsen	Clerk, Sch Sec I	Wagner	02/01/22-06/30/22
Iridian Martin	Bil Sec I	Glenview	04/25/22-06/16/22
Heather Murphy	Clerk, Clerk III, Sec II	YLMS	04/04/22-06/30/22
Heather Murphy	Clerk, Clerk I, Clerk II	Valencia	04/20/22-06/30/22
Heather Murphy	Sec I, Sr School Sec	Valencia	04/20/22-06/30/22
Heather Murphy	Finance Clerk	Valencia	04/20/22-06/30/22
Tanya Nostrand	SLPA	SPED	04/05/22-06/16/22
Barbara Ohail	School Sec I	Woodsboro	09/01/21-06/17/22
Britlyn Pace	Comp Instr Spec	Glenknoll	04/21/22-06/16/22
David Pacheco	Instructional Aide PE	Elem PE	02/28/22-06/17/22
Rozanne Pereyra	Clerk, Clerk III, Sec II	YLMS	04/04/22-06/30/22
Terumi Strickler	Nutr Svs Cook	Nutrition Svs	01/03/22-06/16/22
Lilly Weissenbach	Bil Sch Secretary	Rio Vista	01/11/22-07/01/22
Samuel Wogulis	Instructional Aide PE	Elem PE	03/07/22-06/17/22
Elizabeth Woodling	Clerk III	Kraemer	04/21/22-06/17/22
Elizabeth Woodling	Sr Sch Secretary	El Dorado	04/29/22-06/16/22
Anali Yslas	SPED Aide I, II	SPED	03/18/22-06/16/22

#### District Funded Co-Curricular Assignments

<u>Stipends</u>	<u>Assignment</u>	<u>Site</u>	<u>NTE Amount</u>	<u>Effective</u>
Hailey Altamirano	Girls Track	YLHS	\$1918	02/19/22-04/29/22
Brock Dunn	Track and Field	El Dorado	\$250	02/19/22-04/30/22
Steven Kronebusch	Boys Lacrosse	El Dorado	\$2010	02/12/22-03/25/22
Bradley Poma	Swim	El Dorado	\$3688	02/19/22-04/30/22
Steven Rodriguez	Girls Lacrosse	Valencia	\$3688	02/02/22-04/30/22
Gregory Stull	Girls Track	YLHS	\$1918	02/19/22-04/29/22
Brienne Trujillo	Swim	El Dorado	\$2634	02/19/22-04/30/22

#### Booster Funded Co-Curricular Assignments

<u>Stipends</u>	<u>Assignment</u>	<u>Site</u>	<u>NTE Amount</u>	<u>Effective</u>
Jenna Bailey	Dance Technique	YLHS	\$180	02/01/22-02/28/22
David Christensen	Track	YLHS	\$2812	02/19/22-04/29/22
Ariana Cruz	Band/Color Guard	YLHS	\$4500	01/03/22-05/31/22
Gabriel Garcia	Baseball	Valencia	\$2558	02/02/22-04/30/22
Kyle Janes	Baseball	Esperanza	\$1500	02/12/22-04/30/22
Anna Koclanakis	Cheer	El Dorado	\$650	05/01/22-06/30/22
Daniel Lee	Event Supvsn	El Dorado	\$400	04/01/22-06/17/22
Brandon Lubello	Event Supvsn	Esperanza	\$1500	04/30/22-06/17/22

Booster Funded Co-Curricular Assignments (Cont'd)

<u>Stipends</u>	<u>Assignment</u>	<u>Site</u>	<u>NTE Amount</u>	<u>Effective</u>
Giovanny Marin	Boys Soccer	Esperanza	\$1900	09/01/21-11/30/21
Casey Monoszlay	Track	YLHS	\$2812	02/19/22-04/29/22
Elizabeth Nguyen	Accompanist	El Dorado	\$1939	04/01/22-06/17/22
Emma Patino	Event Supvsn	Esperanza	\$1500	04/30/22-06/17/22
Darlene Schreiber-Seitz	Event Supvsn	Esperanza	\$1500	04/30/22-06/17/22
Bryan Swarm	Swim	El Dorado	\$3688	02/19/22-04/30/22
Briana Tapia	Event Supvsn	Esperanza	\$1500	04/30/22-06/17/22

Noon Duty Supervision, 2021-2022 SY

<u>Employee</u>	<u>Site</u>
Maria Aguilar	Rio Vista
Suzan Chiang	Bryant Ranch
Maria De Prevoisin	Fairmont
Mayra Guerrero	Rio Vista
Anju Gupta	Glenknoll
Valerie Hibbard	Rio Vista
Mariana Lopez	Rio Vista
Elizabeth Medina	Rio Vista
Ana Moran Rodriguez	Rio Vista
Usha Parikh	Fairmont
Joanna Ramirez	Rio Vista
Eva Ramos	Rio Vista

Child Care Program: Child Care Teacher I: All sites, Short Term: NTE 250 Hrs., Substitute, NTE 8 Hrs., All Sites, 07/01/21-06/30/22

Alison Blackston  
Jaquelynn Chapman Doud  
Regan Dierks  
Kassandra Luna  
Madison Ornelas

Short-Term Summer Support, 06/16/22-08/24/22

<u>Employee</u>	<u>NTE Hrs</u>	<u>Reason</u>	<u>Site/Program</u>
Thomas Judd	150	Auditorium Support	Use & Facilities

**TO:** Dr. James Elsasser, Superintendent

**FROM:** Rick Lopez, Assistant Superintendent, Human Resources

**SUBJECT:** **CERTIFICATED HUMAN RESOURCES REPORT**

**DATE:** June 7, 2022

**FOCUS AREA:** This board agenda item supports Focus Area 5.0, *Optimized Resources* – “A critical measure of a school district’s performance is the effectiveness with which it utilizes and generates resources. We ensure that all fiscal and capital resources maximize educational opportunities.”

Resignation

<u>Employee</u>	<u>Site</u>	<u>Position</u>	<u>Effective</u>
Grace Choe	Morse	TOSA	06/17/22
James Elsasser	Superintendent’s Office	Superintendent	06/30/22
Karina Lomeli	Glenview	Teacher	06/17/22
Hannah Murillo	Travis Ranch MS	Teacher	06/17/22
Lindsay Parsons	Tuffree/YLMS	Teacher	06/17/22
Zachary Pettitt	El Dorado	Teacher	06/17/22
Trena Salcedo-Gonzalez	Director	Ed Svs	07/01/22

Retirement

<u>Employee</u>	<u>Site</u>	<u>Position</u>	<u>Effective</u>
Constance Roe	Van Buren	Principal	07/01/22
Robert Wilson	Elem Music	Teacher	06/18/22

Leaves of Absence

<u>Employee</u>	<u>Position</u>	<u>Site</u>	<u>Reason</u>	<u>Effective</u>
Stacy Farkas	Teacher	Melrose	Medical	05/23/22-06/03/22
Kimberly Martinez	Teacher	Kraemer	Discretionary-unpaid	2022-2023 SY
RebeccaLee Smith	Teacher	Bryant Ranch	Medical	05/31/22-06/17/22

Extra Periods

<u>Employee</u>	<u>Site</u>	<u>Subject</u>	<u>Increase Contract</u>	<u>Effective</u>
Jeff Wallace	Esperanza	Engineering	1/6 contract	08/30/21-06/16/22

Extra Duty Assignments

<u>Employee</u>	<u>Site</u>	<u>Extra Duty</u>	<u>Hrly Rate</u>	<u>Hours</u>	<u>Effective</u>
Janelle Bedard	Ed Svs	ELD Rep Train/Mtg	\$25	4	09/21/21-06/30/22
Tammy Boydston	YLMS	Food Clinic	\$27	17	04/04/22-06/30/22
Stephanie Brock	Tuffree	Detention Supv	\$25	50	09/01/21-06/16/22
Jadie Converse	Golden	Math Intervention	\$27	14	04/20/22-06/16/22

Extra Duty Assignments (Cont'd)

<u>Employee</u>	<u>Site</u>	<u>Extra Duty</u>	<u>Hrly Rate</u>	<u>Hours</u>	<u>Effective</u>
Keith Dellalonga	YLMS	Builders Clinic	\$27	18	04/04/22-06/30/22
Kristen Dominguez	Tynes	Professional Dev	\$25	12	01/17/22-02/11/22
Bincins Garcia	YLHS	AP Proctor	\$25	20	05/02/22-05/13/22
Lisa Gersbacher	El Camino	Student Support	\$27	15	04/25/22-06/15/22
Rossana Hamilton	Ed Svs	Social Sci Pilot	\$25	45	04/18/22-06/30/22
Mark Honig	YLHS	Sr Awards Coord	\$25	20	04/15/22-05/31/22
Elaine Hudson	Buena Vista	Student Support	\$27	16	03/01/22-06/16/22
Matthew LaBelle	YLMS	Music Clinic Prep	\$25	11	02/01/22-06/30/22
Matthew LaBelle	YLMS	Music Clinic	\$27	30	02/01/22-06/30/22
Mary Le	Spec Ed	IEP Support	\$25	30	04/18/22-06/16/22
William Lin	YLMS	Math Club	\$27	6	02/01/22-06/30/22
Olivia Lytton	Ed Svs	Induction Support	\$25	10	03/01/22-06/30/22
Sage Newman	Ed Svs	Science Pilot	\$25	4	01/31/22-02/07/22
Whitney Norrbom	Health Svs	Nursing Support	\$27	70	04/28/22-06/16/22
Kimberly Peck	Ed Svs	WASC Coordinator	\$25	180	08/30/21-06/16/22
Tayler Perez	Buena Vista	Yearbook/Soc Media	\$27	40	04/01/22-06/16/22
Jim Rettela	Esperanza	AP Testing	\$25	3	05/02/22-05/13/22
Cathrine Sain	Rio Vista	Supv GOALS Prg	\$25	60	04/18/22-06/16/22

Educational Services, ELD Student Support, \$27/Hr., NTE 16 Hrs., 05/09/22-06/03/22

Amanda Dunnuck  
Brittney Duran

Educational Services, History Social Science Framework Study & Curriculum Pilot, \$25/Hr., NTE 6 Hrs., 04/01/22-06/16/22

Kathryn Black  
Danielle Connor  
Lisa Garcia  
Mark Honig  
Mark Reuter

Educational Services, K-5 Twig Science Overview Prof Development, \$25/Hr., NTE 3 Hrs., 05/09/22-06/30/22

Tammie Aho  
Joan Angeles  
Nicole Aquino  
Michelle Beresford  
Letitia Bernstein  
Tamara Borrego  
Gina Chi  
Lisa Chouchan  
Xochitl Dachenhausen  
Gunilla Davidson

Educational Services, K-5 Twig Science Overview Prof Development, \$25/Hr., NTE 3 Hrs., 05/09/22-06/30/22 (Cont'd)

Jaclyn Deano  
Jennifer Delaney  
Karen Dunn  
Tiffany Eliot  
Norma Flores  
Toby Foster  
Donna Freilly  
Lisa Graham  
Victoria Groscost  
Judith Gutierrez  
Maria Gutierrez  
Monica Guzman  
Violet Hobbs  
Stacy Hoffman  
Sarah Hoffman  
Andrea Jones  
Jana Jones  
Katelyn Leiva  
Janice Kishiyama  
Barbara Kohler  
Elana Leiken  
Karen Lewis  
Donna Lopez  
Noelle Lopez  
Steve Martinez  
Kathryn Maucher  
Jill McClain  
Cathy Miller  
Barbara Nypert  
Leanne Olson  
Sarah Olson  
Bernadette Osborne  
Norma Perez-Rocha  
Stacy Perr  
Jennifer Raya  
Tom Roth  
Mary Vicky Sanchez  
Pat Shea  
Stacy Shimoda-Harms  
Patty Soto  
Grace Stutz  
Chelcy Suarez  
Claudia Sundstrom

Educational Services, K-5 Twig Science Overview Prof Development, \$25/Hr., NTE 3 Hrs., 05/09/22-06/30/22 (Cont'd)

Tiffany Vasquez  
Kim Wisnia  
Eva C. Ybarra

Educational Services, Nearpod Professional Development, \$25/Hr., NTE 3 Hrs., 04/01/22-06/17/22

Jennifer Maddock  
Shilpa Mohta  
Daniel Park

Educational Services, Textbook Review Committee, \$25/Hr., NTE 1 Hr., 04/01/22-06/16/22

Carin Benner  
Jennifer Di Carlo  
Sandra Doh  
Emily Job  
Alesa Kerr  
Christina Nolasco  
Christine Perkins  
Rachelle Van Der Ham

Educational Services, Vertical Articulation of AVID Program, \$25/Hr., NTE 2 Hrs., 05/16/22-05/16/22

Athiah Chaudry  
Inge Eppink  
Susan Gruber  
Jodie Hawkins  
Alesa Kerr  
Beatriz Millan  
Jessica Nguyen  
Soledad Rossetter  
Makiko Shibata-Ellis

Educational Services, WASC Professional Development, \$25/Hr., NTE 12 Hrs., 04/01/22-06/16/22

Sarah Belsey  
Tanya Borg  
Courtney Fenstermaker  
Kristen Goss  
Joy Millan  
Dwight Osborne  
Teresa Shermer  
Jamie Seibert Rocha

Esperanza, AP Review, \$27/Hr., NTE 10 Hrs., 04/01/22-05/13/22

Tom Freeman  
Jason Goettsche  
Olivia Goldberg  
John Lindell  
Lynn Magnin  
Matthew Varney  
Heather Waugh  
Michael Woodward

Human Resources, Long-Term Sub Teacher Support, \$27/Hr., NTE 5 Hrs/Week

<u>Employee</u>	<u>Effective Dates</u>
Aubrey Aguilar-Kettering	05/02/22-06/17/22
Bailey Knutsen	03/14/22-06/16/22

Travis Ranch MS, After School Program, \$25/Hr., NTE 2 Hrs., 04/29/22

Anees Haque  
Austin Horton

Stipends

<u>Employee</u>	<u>Site</u>	<u>Assignment</u>	<u>NTE Amount</u>	<u>Effective</u>
Sergio Narez	Valencia	Nat'l Board Cert	\$1000	05/02/22-06/30/22

Educational Services, USC Summer Gifted Institute Workshop, NTE \$300, 05/17/22-06/30/22

Veronica Chavez-Vergara  
Alexis Hightower  
Shauna Radicelli  
Krystal Santa Ana

Ruby Drive, 6<sup>th</sup> Grade Enrichment, NTE \$300, 05/06/22-05/08/22

Alesa Kerr  
Mackenzie Mosley  
Mary Sanchez

Tynes, AVID Summer Institute, NTE \$300, 06/29/22-07/01/22

Carin Benner  
Athiah Chaudry  
Kristen Dominguez  
Susan Gruber  
Beatriz Millan  
Krystal Santa Ana



District Funded Co-Curricular Assignments

<u>Stipends</u>	<u>Site</u>	<u>Co-Curricular Assignment</u>	<u>NTE Amount</u>	<u>Effective</u>
Jacob Eazell	El Dorado	Hd Boys Tennis	\$250	02/14/22-04/30/22
Jennifer Maddock	El Dorado	Boys Tennis	\$250	02/14/22-04/30/22
Ken Putnam	El Dorado	Boys Golf	\$250	02/26/22-05/07/22

Substitute Teacher, 2021-2022 SY

Renata DeRuiter  
Kelley Henry  
Jordan Morales  
Kayla Ramos  
Morgan Riley  
Joseph Rowland  
Matthew Sun  
Nidhi Turakhia

Summer Sports Camps, NTE \$5400.00, 06/17/22-08/29/22

<u>Stipends</u>	<u>Site</u>	<u>Sport Assignment</u>
Ray Elliott	El Dorado	Athletic Director
Jeff Platt	YLHS	Athletic Director
Gerardo Rodriguez	Valencia	Athletic Coordinator
Mathew Slevcove	Esperanza	Athletic Director
Keri Walters	Esperanza	Athletic Director