

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

Minutes  
Regular Meeting  
Board of Education

5:15 p.m., Tuesday, November 12, 2013  
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 was called to order by Mrs. Carol Downey, President, at 5:15 p.m., Tuesday, November 12, 2013 at the District Educational Center, 1301 E. Orangethorpe Avenue, Placentia.

**STUDY SESSION**

- Mr. Paul Juarez and Mr. Eddie Tabata, the district's energy managers, provided an update on the PYLUSD Energy Management Program
- Mr. Rick Guaderrama, Director of Maintenance and Facilities, provided an update on Proposition 39 and district facilities funding.

**CLOSED SESSION**

Adjourned 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 6:26 p.m.

**REGULAR SESSION**

Reconvened to Regular Session at 7:06 p.m.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Members Present: Mrs. Carol Downey, President  
Mrs. Carrie Buck, Vice President  
Mr. Eric Padget, Clerk  
Mrs. Karin Freeman, Trustee  
Andrea Bae, Student Board Representative  
Dr. Doug Domene, Board Secretary

Members Absent: Mrs. Judi Carmona, Trustee

## **APPROVAL OF AGENDA**

Approved the November 12, 2013 Board of Education agenda as amended and recommended by the Superintendent.

Action: Carried  
Ayes: 4  
Noes: 0

Motion: Mr. Eric Padget  
Second: Mrs. Karin Freeman

## **MINUTES**

1. Approved the minutes of the Regular Meeting of October 15, 2013.

Action: Carried  
Ayes: 4  
Noes: 0

Motion: Mrs. Carrie Buck  
Second: Mrs. Karin Freeman

2. Approved the minutes of the Special Meeting of November 4, 2013.

Action: Carried  
Ayes: 4  
Noes: 0

Motion: Mr. Eric Padget  
Second: Mrs. Carrie Buck

## **RECOGNITIONS/PRESENTATIONS**

None

## **PUBLIC COMMENT**

None

## **STUDENT BOARD REPORT**

Student Board Representative Andrea Bae provided a brief report of the activities and events occurring at the district's high schools.

## **SUPERINTENDENT'S REPORT**

- Mr. Cary Johnson, Director of Secondary Education, and Mr. Dan DuPont, world language teacher at Yorba Linda High School, provided a brief presentation regarding the Seal of Biliteracy which will be awarded to qualifying high school seniors upon graduation.
- The Superintendent was pleased to announce that Glenknoll Elementary School has qualified to apply for the California Distinguished School award.
- Dr. Domene shared briefly regarding the recent Performing Arts Center (PAC) Gala and showed a video clip of the grand finale featuring combined choir and orchestra members from the district's high schools. A DVD of the event has been produced by the El Dorado High School Digital and Media Arts Academy students and will soon be available.
- Dr. Domene acknowledged the attendance of Mrs. Henri De'Ora, Director of Food Services, who will be retiring this month, and thanked her for her service to the district.

**CONSENT CALENDAR**

1. Approved/ratified purchase orders in the following amounts: **(2013/2014)** – General Fund (01), \$901,126.56; Child Development Fund (12), \$29,285.21; Cafeteria Fund (13), \$112,129.65; Deferred Maintenance Fund (14), \$18,705.00; Capital Facilities Fund (25), \$92,547.88; Building Fund Measure A (Series A) Fund (26), \$24,000.19; Building Fund Measure A (Series B) Fund (27), \$2,736.00; Building Fund Measure A (Series C) Fund (28), \$3,480.32; Building Fund Measure A (Series Q) Fund (29), \$685.00; Building Fund Measure A (Series D) Fund (30), \$97,502.22; Building Fund Measure A (Series E) Fund (31), \$2,279.80; School Facilities Fund Prop 47 Fund (39), \$1,460.00; Special Reserve - Cap Outlay Fund (40), \$10,000.00; Insurance Workers' Comp. Fund (68), \$1,125.29; Insurance Health and Welfare Fund (69), \$3,336.00; Insurance Property Loss Fund (70), \$502.20; Community Facilities Distr. #1 Fund (91), \$16,457.50
2. Approved warrant listings in the following amounts: Warrant Registers #862201 through 876768 and #521513 through 522913; current year expenditures (September 29, 2013 through October 26, 2013) \$7,743,333.67; total prior year expenditures, \$136,398.79 (2012-2013); payroll registers 3A, \$9,487,162.52 and 3B, \$3,443,136.68
3. Approved contractor(s) for Open Field Service Agreement(s). (See attached.)
4. Accepted as complete the project(s) listed and authorized filing Notice(s) of Completion. (See attached.)
5. Approved Independent Contractor Agreements – Maintenance and Facilities – as listed in accordance with Board Policy No. 4124, Retention of Consultants. (See attached.)
6. Approved Change Order No. 1 to Purchase Order No. 307465 for Lunch Shelter demo and site work at Mabel Paine Elementary School, Project No. MP-9702-9301-010, Bid No. 213-5 to De La Riva Construction, Inc.
7. Approved Amendment No. 5 to Professional Services Agreement with California Construction Management for Program and Construction Management Services through December 31, 2015. Project No. BPS-9604. Contract No. 0708-01. Purchase Order No. 801624.
8. Awarded bid to lowest responsive and responsible bidder and approved contract for Bid No. 214-02 to I & B Flooring, Inc. for Bryant Ranch Elementary School Carpeting project.
9. Approved extension of time to the attached list of contracts. (See attached.)
10. Approved authority to deny General Liability Claim Number 1862171RW.
11. Approved Request for Delegation of Authority to Superintendent or his designee to enter into contracts for telecommunications, internal connections, basic maintenance and Internet services covered by E-rate discounts.
12. Approved Service Agreement with Schneider Electric for 2013-2014 school year.
13. Approved School Spirit Pays Account Agreement.
14. Approved district membership in California Association of School Business Officials (CASBO) commencing January 1, 2014 through December 31, 2014.

**CONSENT CALENDAR, Continued**

15. Approved Independent Contractor Agreements – Educational Services - as listed in accordance with Board Policy No. 4124, Retention of Consultants. (See attached.)
16. Approved special education master contracts, individual services contracts and related services. (Individual contracts on file.) (See attached.)
17. Presented 2012/2013 Fiscal Year Annual Report of Williams Site Reviews at decile 1-3 schools (2009 base API). Instructional Materials review conducted on September 21, 2012, Facilities review conducted on October 23, 2012 and School Accountability Report Card (SARC) review conducted on March 6, 2013. (See attached.)
18. Approved waivers requested by parents of students on the attached list who have met the CAHSEE requirement in the indicated area. (See attached.)
19. Approved the Memorandum of Understanding between the Placentia-Yorba Linda Unified School District and the San Diego County Office of Education, Migrant Education Program to provide preschool services and parent education programs.
20. Approved Group Tour Agreement with Travel Teens for Bernardo Yorba Middle School for extended field trip on March 7, 2014, to Sacramento, California.
21. Approved Group Tour Agreement with Travel Teens for Mabel Paine Elementary School for extended field trip on May 15, 2014, to San Diego, California.
22. Approved program agreement with the Ocean Institute for Rose Drive Elementary for a one-day field trip, June 3, 2014 to San Juan Capistrano, California.
23. Approved/ratified extended field trips as listed in accordance with Board Policy No. 6153, Field Trips. (See attached.)
24. Accepted gifts as listed, such action being in compliance with Education Code Section 41032, and directed the Superintendent to send letter of appreciation. (See attached.)
25. Approved Classified Personnel Report. (See attached.)
26. Approved Certificated Personnel Report. (See attached.)

Approved the above listed recommendations, as amended.

Action: Carried  
Ayes: 4  
Noes: 0

Motion: Mr. Eric Padget  
Second: Mrs. Carrie Buck

**GENERAL FUNCTIONS**

1. Deleted Board Bylaw 9320, *Board Meetings*. (See attached.)

Action: Carried  
Ayes: 4  
Noes: 0

Motion: Mrs. Karin Freeman  
Second: Mr. Eric Padget

**GENERAL FUNCTIONS, Continued**

2. Adopted revised Board Bylaw 9321, *Time, Place, Notification for Board Meetings* and changed the title to read *Meetings and Notices*. (See attached.)

Action: Carried  
Ayes: 4  
Noes: 0

Motion: Mr. Eric Padget  
Second: Mrs. Karin Freeman

3. Adopted revised Board Bylaw 9321.1, *Annual Organizational Meeting*. (See attached.)

Action: Carried  
Ayes: 4  
Noes: 0

Motion: Mrs. Carrie Buck  
Second: Mr. Eric Padget

4. Deleted Board Bylaw 9321.2, *Special Board Meetings*. (See attached.)

Action: Carried  
Ayes: 4  
Noes: 0

Motion: Mrs. Karin Freeman  
Second: Mrs. Carrie Buck

5. Deleted *Board* Bylaw 9321.3, *Adjourned Board Meetings*. (See attached.)

Action: Carried  
Ayes: 4  
Noes: 0

Motion: Mr. Eric Padget  
Second: Mrs. Carrie Buck

6. Deleted *Board* Bylaw 9321.4, *Emergency Board Meetings*. (See attached.)

Action: Carried  
Ayes: 4  
Noes: 0

Motion: Mrs. Carrie Buck  
Second: Mrs. Karin Freeman

7. Deleted Board Bylaw Exhibit 9322.21-E/9300-E, *Government Code Excerpts*. (See attached.)

Action: Carried  
Ayes: 4  
Noes: 0

Motion: Mrs. Karin Freeman  
Second: Mr. Eric Padget

8. Adopted revised Board Bylaw 9323, *Agenda Construction* and changed the title to read *Agenda/Meeting Materials*. (See attached.)

Action: Carried  
Ayes: 4  
Noes: 0

Motion: Mrs. Carrie Buck  
Second: Mr. Eric Padget

9. Deleted Board Bylaw 9324, *Advance Delivery of Meeting Materials*. (See attached.)

Action: Carried  
Ayes: 4  
Noes: 0

Motion: Mrs. Carrie Buck  
Second: Mrs. Karin Freeman

**GENERAL FUNCTIONS, Continued**

10. Adopted revised Board Bylaw 9325.3, *Voting* and changed the title to read *Actions by the Board*.  
(See attached.)

Action: Carried  
Ayes: 4  
Noes: 0

Motion: Mr. Eric Padget  
Second: Mrs. Carrie Buck

**BOARD INFORMATION**

Discussion regarding First Quarter Financial Report as of September 30, 2013.

**COMMUNICATIONS**

None

**BOARD REPORT**

1. Mrs. Karin Freeman thoroughly enjoyed the Performing Arts Center (PAC) gala. It was a wonderful evening with many community members in attendance. She was pleased to have attended the Yorba Linda State of the City event that featured Mayor Tom Lindsay. Mrs. Freeman also attended the Yorba Linda Chamber of Commerce Education Committee meeting and mentioned that the schedule for the BBC (Business Booster Club) at El Camino Real High School had been established. Mrs. Freeman thanked APLE President Linda Manion for the opportunity to attend the Teacher of the Year celebration which was a very festive event, adding that it is amazing to see what teachers are accomplishing in the classroom. Mrs. Freeman shared briefly regarding the annual organizational meeting of the Orange County Committee on School District Organization and indicated Sheila Benecke is the Chair and Mrs. Freeman is the Vice Chair of the committee. Mrs. Freeman indicated she had attended the District's Annual Band Pageant, which was great, as always. In conclusion, Mrs. Freeman asked that condolences be sent to the family of Mike Caston on behalf of the Board.
2. Mr. Eric Padget was pleased to have attended the PAC gala; it was an amazing night of celebration. He added that he was awestruck by the student performances and expressed appreciation to our district visual and performing arts teachers for their expertise in helping students reach such high levels of achievement. Mr. Padget enjoyed the Teacher of the Year event and shared briefly regarding the video that had been shown, mentioning in particular PYLUSD teacher Walt Walters who was the most veteran teacher there. Mr. Padget thanked CSEA leadership and members as well as District staff for their efforts in bringing about the ratification of the employment agreement. As a parent of an Esperanza High School band member, Mr. Padget has enjoyed watching as the band and color guard have perfected their field show over the course of the competition season; it takes a lot of hard work. It is anticipated that all of our comprehensive high schools will qualify for the finals for the field show competitions. In conclusion, Mr. Padget shared that Esperanza High School's football team had won a real "nail biter", defeating Foothill High School (ranked number one in the league) in the last few seconds of the game. He was pleased to see that one of the Esperanza football players had expressed appreciation after the game to the band and parents for their support of the team.
3. Mrs. Carrie Buck also attended the Band Pageant and indicated that her daughter was a member of the Yorba Linda Middle School color guard. Mrs. Buck shared briefly regarding the REACH Foundation meeting she had recently attended. Discussion at the meeting included a debrief on the PAC gala and plans for future fundraising opportunities for the visual and performing arts. She also

**BOARD REPORT, Continued**

attended the Yorba Linda State of the City luncheon and plans to attend the Placentia Mayor's Prayer Breakfast. Mrs. Buck indicated that, along with a book fair at Yorba Linda Middle School, there was a cupcake sale to raise money for Malala's Cause. The proceeds will support one year of education for a girl in Uganda. Mrs. Buck indicated she had attended a number of Valencia High School football and volleyball games. She was also pleased to have attended the Gift of History event last week at Angel Stadium. It was a very impressive program which also featured the Esperanza High School Entertainment Unit.

- 4. Mrs. Carol Downey was very impressed by the PAC gala performances; the students performed like professionals. The musicians, the venue, the ambience were what one would look forward to in an evening at the theater – it was wonderful! She also attended the District's Annual Band Pageant, which was outstanding. Looking across the field at all of the middle and high school bands in their various uniforms was really spectacular. It is often said that "music is the universal language," and that has been proven true by the performances in our district in recent weeks.

**ADJOURNMENT**

Time: 8:00 p.m.

Mrs. Carol Downey, President, adjourned the November 12, 2013 meeting of the Board of Education at 8:00 p.m.

Action: Carried  
 Ayes: 4  
 Noes: 0

Motion: Mrs. Karin Freeman  
 Second: Mr. Eric Padget

**NEXT SCHEDULED MEETING**

December 10, 2013

**OPEN FIELD SERVICE AGREEMENTS**

<b><u>Vendor Name</u></b>	<b><u>Contract #</u></b>	<b><u>Services Provided</u></b>
Pacific Floorworx	OA-487111218	Various flooring installation services throughout the district as needed
Advanced Chemical Transport	OA-488111218	Chemical transport services throughout the district as needed



**NOTICE OF COMPLETION**

<b><u>P.O. Number</u></b>	<b><u>Contractor</u></b>	<b><u>Project</u></b>
307465	De La Riva Construction, Inc.	Mabel Paine Elementary School Bid No. 213-05 Lunch Shelter and Demo Project

**INDEPENDENT CONTRACTOR AGREEMENTS – MAINTENANCE & FACILITIES DEPARTMENT**

Wireless Development Partners	Approve Amendment No. 2 to the agreement for design services for multi-carrier cell towers throughout the district. Contract No. 1213-23. Project No. GPS-9553. P.O. No. 306152
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Capital Facilities Fund (25)	\$10,000
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Ninyo & Moore	Approve Independent Contractor agreement for inspection and materials testing services for the La Entrada Restroom Relocatable building. Contract No. 1314-14. Contract period 11/12/13 – 6/30/14. Project No. LE-9235-9301.
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Capital Facilities Fund (25)	\$12,561
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**EXTENSION OF TIME FOR CONTRACT SERVICES**

<b>Vendor Name</b>	<b>Amendment No.</b>	<b>Contract No.</b>	<b>Project Number</b>	<b>Purchase Order</b>	<b>New Contract End Date</b>
Storm Water Resources, LLC	2	1112-17	YLH-9728-9302-071	202697	12/31/2013

**INDEPENDENT CONTRACTOR AGREEMENTS – EDUCATIONAL SERVICES**

1. Irvine Therapy Services Provider of occupational therapy sessions for SPED student #1408 as requested by IEE at parent's request, October 16, 2013 – June 30, 2014; budgeted special education funds, NTE \$2,500.
2. California Weekly Explorer, Inc. Presenter of history student assemblies for Linda Vista Elementary, May 21 – May 23, 2014; budgeted gift funds, NTE \$1,725.
3. Mobil Ed Productions Presenter of science student assembly for Travis Ranch Elementary, June 6, 2014; budgeted gift funds, NTE \$1,295.
4. Mobil Ed Productions Presenter of history student assembly for Travis Ranch Elementary, March 6, 2014; budgeted gift funds, NTE \$895.
5. Jill Nesbit Provider of Project Read training, coaching and mentoring of intervention teachers, November 13, 2013 – June 13, 2014; budgeted categorical funds, NTE \$4,900.
6. Science on the Go Presenter of science student assemblies for Linda Vista Elementary, March 5, 2014; budgeted gift funds, NTE \$975.
7. California Weekly Explorer, Inc. Presenter of history student assemblies for Travis Ranch Elementary, May 29 – May 30, 2014; budgeted gift funds, NTE \$1,045.
8. California Weekly Explorer, Inc. Presenter of history student assemblies for Glenknoll Elementary, April 4 – April 14, 2014; budgeted gift funds, NTE \$680.
9. Loopster's Provider of website technology support for Ruby Drive Elementary, November 13, 2013 – June 13, 2014; budgeted categorical funds, NTE \$658.
10. Art Masters, Inc. Presenter of art masters' student assemblies for Bryant Ranch Elementary, December 3, 2013 – April 22, 2014; budgeted gift funds, NTE \$1,926.
11. Alternative Communication Services Provider of remote transcription services for hearing-impaired SPED student #361, September 3, 2013 – January 31, 2014; budgeted special education funds, NTE \$19,500.
12. Jannine Perkins, Educational Consultant, LLC Provider of data review and transition to Common Core State Standards consultation services for Linda Vista Elementary, December 4, 2013; budgeted categorical funds, NTE \$825.

13. The Imagination Machine Presenter of language arts student assemblies for Morse Elementary, November 12, 2013 – April 4, 2014; budgeted gift funds, NTE \$1,025.
14. Learning Adventures, Inc. Presenter of language arts student assembly for Bryant Ranch Elementary, December 4, 2013; budgeted gift funds, NTE \$750.
15. California Weekly Explorer, Inc. Presenter of history student assemblies for Brookhaven Elementary, January 23 – February 6, 2014; budgeted gift funds, NTE \$2,405.
16. Jannine Perkins, Educational Consultant, LLC Provider of data review and transition to Common Core State Standards consultation services for Ruby Drive Elementary, November 14, 2013; budgeted categorical funds, NTE \$1,500.
17. California Weekly Explorer, Inc. Presenter of history student assemblies for Golden Elementary, October 8 – October 15, 2013; budgeted gift funds, NTE \$1,260.
18. Orange County Opera Co. Presenter of performing arts student assembly for Golden Elementary, September 3 – October 8, 2013; budgeted gift funds, NTE \$1,150.
19. Jannine Perkins, Educational Consultant, LLC Provider of data review and transition to Common Core State Standards consultation services for Glenview Elementary, October 25, 2013 – June 30, 2014; budgeted gift funds \$2,299 and categorical funds \$1,501 NTE \$3,800 total.
20. Meet the Masters Presenter of art student assemblies by Tricia Collins for Golden Elementary, December 10, 2013 – June 1, 2014; budgeted gift funds, NTE \$2,112.24,
21. Discovery Science Center Presenter of science student assemblies for Lakeview Elementary, January 7 – June 1, 2014; no cost to district.
22. The Ocean Institute Presenter of science student assemblies for Lakeview Elementary, November 14 – December 15, 2013; no cost to district.
23. The Imagination Machine Presenter of language arts student assemblies for Van Buren Elementary, December 12, 2013 – January 27, 2014; budgeted gift funds, NTE \$1,325.
24. Pacific Audiologics Provider of mandated student screening and testing for hearing, vision and scoliosis, November 13, 2013 – June 13, 2014; budgeted general funds, NTE \$20,700.

**SPECIAL EDUCATION CONTRACTS**

Donna Ryan, Braille Consultants, Inc.

Master Contract for Nonpublic, Nonsectarian School/Agency Services from November 13, 2013 to April 11, 2014; budgeted special education funds, NTE \$20,000.



**Orange County Department of Education (OCDE)  
Williams Settlement Legislation  
Annual Report for Placentia-Yorba Linda Unified School District  
2012-2013 Fiscal Year**

**VALENZUELA/CAHSEE**

Placentia-Yorba Linda Unified School District exercised flexibility in 2011-2012 with CAHSEE Intensive Instruction and Services Program funding as authorized under California Education Code Section 42605.

**TEACHER ASSIGNMENT MONITORING**

Teacher assignments were reviewed and found to be in compliance.

School	Teacher Misassignments <sup>3</sup>	English Language Learner Misassignments <sup>4</sup>	Teacher Vacancies <sup>5</sup>	Teacher Vacancies Filled
Melrose Elementary	0	0	0	0
Valadez Middle	0	0	0	0

<sup>3</sup> The California Commission on Teacher Credentialing (CCTC) considers it a misassignment when a teacher lacks the proper subject-matter authorization, a proper teaching credential, or the appropriate authorization or credential to teach English Learners if one or more English Learners are assigned to the class. The Williams Settlement Legislation requires that county superintendents report to the CCTC the number of English Learner related misassignments involving classes in which 20% or more of the students are English Learners.

<sup>4</sup> English Language Learner (ELL) misassignments occur if the teacher was lacking the appropriate authorization and training to teach ELL and 20% or more of the students were English Language Learners.

<sup>5</sup> A teacher vacancy occurs if 20 working days after school begins for the semester, a single designated teacher has still not been assigned to teach the class for the entire year or semester [Education Code 35186(h)(3) and California Code of Regulations Title 5 4600(b)].

Respectfully submitted,

*Ellin Chariton*  
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 Ellin Chariton  
 Executive Director, School and Community Services

9/4/13  
 \_\_\_\_\_  
 Date

**CAHSEE WAIVERS**

<b><u>School</u></b>	<b><u>Student ID #</u></b>	<b><u>Area of CAHSEE to Be Waived</u></b>	<b><u>Score Achieved w/ Modific.</u></b>	<b><u>Teacher</u></b>	<b><u>Date of CAHSEE</u></b>
Esperanza HS	253528	ELA/Math	ELA 366 Math 373	Teri Yarruhs	ELA 11/06/2013 Math 2/06/2013
Esperanza HS	22312	ELA	350	Teri Yarruhs	5/14/2013



**EXTENDED FIELD TRIPS**

1. Esperanza High School Junior State of America Fall State Convention, November 23 – 24, 2013 in Irvine, California.
2. Valencia High School Future Business Leaders of America Leadership Development Institute Conference, November 23 – 24, 2013 in Anaheim, California.
3. El Dorado High School State Cross Country Championship, November 29 – 30, 2013 in Fresno, California.
4. Esperanza High School State Cross Country Championship, November 29 – 30, 2013 in Fresno, California.
5. Esperanza High School Forty-Third Annual San Diego Winter Classic Invitational Speech/Debate, December 6 – 8, 2013 in Encinitas, California.
6. Esperanza High School So. Cal. Holiday Prep Classic Tournament, December 26 – 28, 2013 in San Diego, California.
7. El Dorado High School Mt. Carmel Holiday Basketball Tournament, December 26 – 30, 2013 in San Diego, California.

**GIFTS**

1. Check in the amount of \$500 from Exxonmobil Foundation to be used for teacher supplies at Bernardo Yorba Middle School.
2. Check in the amount of \$400 from Michael Schreiber – Yorba Linda Lacrosse to be used for school supplies at Bernardo Yorba Middle School.
3. Check in the amount of \$110 from Daniel Warren – Samurai Academy to be used for school materials at Brookhaven Elementary.
4. One tricycle from Debra Shewman to be used in Kindergarten recess at Brookhaven Elementary.
5. Check in the amount of \$6,138.24 from Consulate General of the Federal Republic of Germany to be used for the foreign language program at Esperanza High School.
6. Check in the amount of \$100 from Randolph and Sharon Horras to be used for science department supplies at El Dorado High School.
7. Check in the amount of \$500 from Robert and Kathy McKinnell to be used for science class department supplies at El Dorado High School.
8. Three skateboard racks from Schorr Metals, Inc. to be used to store and keep skateboards safely at El Dorado High School.
9. Checks totaling the amount of \$11,593 from Fairmont PTA to be used for school assemblies and accelerated reading materials at Fairmont Elementary.
10. Checks totaling the amount of \$6,370 from Glenknoll PTA to be used for school assemblies and field trips at Glenknoll Elementary.
11. Check in the amount of \$500 from Capital Group to be used for instructional materials at Golden Elementary.
12. Checks totaling the amount of \$8,677.45 from Golden PTA to be used for instructional supplies, accelerated reading materials and assemblies at Golden Elementary.
13. One Canon video camera and accessories from Alan Tsuyuki to be used for video productions at Kraemer Middle School.
14. Check in the amount of \$627.92 from Target-Take Charge of Education to be used for instructional supplies at Lakeview Elementary.
15. Checks totaling the amount of \$680.21 from Linda Vista PTA to be used for assemblies at Linda Vista Elementary.
16. Check totaling \$188 from Target Corporation-Give with Target to be used for instructional materials at Linda Vista Elementary.
17. Checks totaling \$3,326.40 from Mabel Paine PTA to be used for office supplies, Accelerated Reader renewal and assemblies at Mabel Paine Elementary.
18. Check in the amount of \$500 from Gen YOUth Foundation to be used for instructional supplies at Melrose Elementary.
19. Check in the amount of \$40.27 from Target-Take Charge of Education to be used for instructional supplies at Parkview School.
20. Check in the amount of \$850 from Rose Drive PTA to be used for Brain Pop subscription at Rose Drive Elementary.
21. Check in the amount of \$82.95 from Target-Take Charge of Education to be used for instructional supplies at Ruby Drive Elementary.
22. Checks totaling \$7,842.37 from Sierra Vista PTA to be used for instructional materials, equipment, supplies and assemblies at Sierra Vista Elementary.
23. Checks totaling \$12,855.56 from Travis Ranch PTA to be used for accelerated reading materials and various assemblies at Travis Ranch School.
24. Check in the amount of \$2,516.52 from Target-Take Charge of Education to be used for instructional supplies at Travis Ranch School.
25. Check in the amount of \$100 from Matt and Loree Bowen to be used for classroom supplies at Travis Ranch School.
26. Check in the amount of \$100 from Barbara Tran to be used for instructional supplies at Travis Ranch School.

27. Check in the amount of \$10,000 from T.C.C.C.O.P. to be used for Chrome books, Robotics program and one AVID tutor position at Valadez Middle School.
28. Various teacher supplies and materials from T.C.C.C.O.P. to be used at Valadez Middle School.
29. Check in the amount of \$500 from Gen YOUth Foundation to be used for student assembly at Van Buren Elementary.
30. Check in the amount of \$1,000 from an anonymous donor to be used for instructional purposes at Wagner Elementary.
31. Check in the amount of \$9,540 from Woodsboro PTA to be used for instructional supplies, admission, student transportation and various assemblies at Woodsboro Elementary.
32. Check in the amount of \$250.06 from Target-Take Charge of Education to be used for instructional materials at Yorba Linda High School.
33. Check in the amount of \$1,000 from David Wilson to be used in the technology lab at Yorba Linda Middle School.

**CLASSIFIED PERSONNEL REPORT****Retirement**

<u>Name</u>	<u>Position</u>	<u>Site</u>	<u>Effective</u>
Henrietta De'Ora	Director, Food Svcs.	Food Svcs.	11/15/13
Sharon Lynch	Benefits Technician II	Risk Management	12/31/13

**Resignation**

<u>Name</u>	<u>Position</u>	<u>Site</u>	<u>Effective</u>
Ana Aguilar	Academy Tutor	Melrose	11/01/13
Kristina Alvarez	SPED Aide III	Tynes	10/18/13
Sharon Davis	Payroll Supervisor	Payroll	11/21/13
Michelle Fenstermaker	Child Care Teacher I	Rose Drive	10/12/13
Lauren Shaul	Child Care Teacher I	Linda Vista	10/15/13
Sara Sperling	Elem. L/M Tech	Morse	11/22/13
Daniel Umber	Facilities Maint. Worker	Plant Maintenance	10/18/13

**Leave of Absence**

<u>Employee</u>	<u>Position</u>	<u>Site</u>	<u>Reason</u>	<u>Effective</u>
Jenell Gandy	Child Care Lead Tch	Child Care	Maternity	11/18/13-02/28/14

**Change of Status**

<u>Employee</u>	<u>From</u>	<u>To</u>	<u>Effective</u>
Rebecca Alsworth	Sped Aide II, 3 Hrs	3.75 Hrs	11/13/13
Knute Anderson	Sub Bus Drv, Step I	Sub Bus Drv, Step 2	09/24/13
Gena Andreen	Sped Aide II, 3.25 Hrs	3.75 Hrs	11/13/13
Steven Arriaga	Academy Tutor, 3.75 Hrs	3.95 Hrs	09/03/13
Veronica Bautista	I.A. Bilingual -Valadez	SPED I – EHS	10/14/13
Jose Carrera	Grounds II	Grounds Equip Operator	10/18/13
Cynthia Connally	SPED I Sierra Vista	SPED II Linda Vista	09/25/13
Mary Farrell	Secretary II, Ed Svcs	Sr Secretary, Ed Svcs	10/08/13
Ayerim Flores	Bi Clerk I – Rio Vista	Bi Clerk II – Tuffree	10/28/13
Lynn Fukuda	Child Care Tch I, 3.95 Hrs	3.75 Hrs	10/07/13
Thomas Garcia	Food Svcs Delivery Oper.	Night Custodian	10/22/13
Tracy Gutierrez	Sped Aide II, 15 Hrs/Week	17 Hrs/Week	10/07/13
David Quintero	Stu Suppt Spec	Campus Supervisor	10/14/13
Alfredo Roman	Academy Tutor, 3.75 Hrs	3.95 Hrs	09/03/13
Kristin Ryder	SPED II – Van Buren	SPED I – YLHS	10/03/13
Brenda Sandiero	Academy Tutor, 3.75 Hrs	3.95 Hrs	09/03/13
Leimomi Simpson	Sped Aide II, 3.5 Hrs	3.75 Hrs	11/13/13
Galapka Stevkovski	Child Care Tch I, 3.45 Hrs	3.75 Hrs	10/07/13
Donna Westergaard	Sped Aide II, 3.5 Hrs	3.75 Hrs	11/13/13
Rama Zakoul	Academy Tutor, 3.75 Hrs	3.95 Hrs	09/03/13

**Employ**

<u>Name</u>	<u>Position</u>	<u>Site</u>	<u>Effective</u>
Xavia Cole	Child Care Teacher I	Fairmont	10/07/13
Katherine Makhlouf	Child Care Teacher I	Linda Vista	09/26/13
Pedro Medina	Bus Driver	Transportation	10/15/13
Liliana Olivarría	Child Care Teacher I	Linda Vista	10/14/13
Cynthia Rangel	Food Service Worker	Food Services-VHS	10/17/13
Dana Spadoni	SPED III/DTT	Golden	10/16/13
Judy Valenti	SPED III/DTT	Woodsboro	10/17/13

Rescind from Layoff

<u>Employee</u>	<u>Position</u>	<u>Effective</u>
Peter Perez	Instructional Aide – Music	09/03/13
Deborah Walker	Elementary Library/Media Technician	08/28/13

<u>Short Term</u>	<u>NTE Hrs</u>	<u>Reason</u>	<u>Site</u>	<u>Effective</u>
Stephanie Alire	12	Pro Act Training	SPED	10/16/13-10/17/13
Stephanie Alire	4	Pro Act Training B	SPED	10/24/13-10/24/13
Rosa Arriola	3	Child Care-SES	Ed Svs	10/09/13-06/30/14
Nicole Baja	3	Health Fair	Health Svs	10/08/13-10/08/13
Alvaro Banuelos	4	Saturday Work	Valadez	11/12/13-06/30/14
Dillion Bard	40	SPED Stu Support	Tynes	09/26/13-01/31/14
Maria Teresa Barragan	1	Noon Duty Mtg	Melrose	2013-2014 SY
Meghann Briggs	57	SPED Stu Support	Bryant Ranch	09/30/13-01/31/14
Donna Brown	7	DTT Training	SPED	10/22/13-10/23/13
Lorraine Castro	1	Noon Duty Mtg	Melrose	2013-2014 SY
Alex Ceballos	3	Child Care-SES	Ed Svs	10/09/13-06/30/14
Marisol Ceballos	3	Child Care-SES	Ed Svs	10/09/13-06/30/14
Marisol Ceballos	15	Child Care-DELAC	Ed Svs	10/01/13-06/30/14
Norma Ceballos	15	Child Care-DELAC	Ed Svs	10/01/13-06/30/14
Norma Ceballos	3	Child Care-SES	Ed Svs	10/09/13-06/30/14
Sandra Chavez	25	Clerical Support	Valadez	10/15/13-12/20/13
Cynthia Connelly	7	DTT Training	SPED	10/22/13-10/23/13
Eli Cooper	12	Pro Act Training	SPED	10/16/13-10/17/13
Eli Cooper	4	Pro Act Training B	SPED	10/24/13-10/24/13
Anna Craig	12	Pro Act Training	SPED	10/11/13-11/11/13
Maria Delaluzlopez	1	Noon Duty Mtg	Melrose	2013-2014 SY
Johana DeLeon	10	Translation	Ruby Drive	09/26/13-06/12/14
Arthur Doerr	45	SPED Stu Support	Tynes	09/26/13-01/31/14
Odilia Doerr	50	Pers Tech Supp	Personnel	10/01/13-06/30/14
Elena Espinoza de Esquivel	1	Noon Duty Mtg	Melrose	2013-2014 SY
Pia Fiore	35	Clerical Support	Glenview	11/01/13-06/30/14
Ayerim Flores	8	Clerical Training	Tuffree	10/21/13-10/25/13
Patricia Flores	5	PSAT Proctor	EDHS	10/19/13-10/19/13
Lynn Forkel	8	Clerical Support	Valadez	10/15/13-12/20/13
Reynalda Galvez	1	Noon Duty Mtg	Melrose	2013-2014 SY
Beverly Gennaway	2	Back to School Supp	Van Buren	08/30/13-09/03/13
Julie Gibson	20	Child Care for Mtgs	Kraemer	10/01/13-06/12/14
Linda Goldsworthy	14	Clerical Support	Valadez	10/15/13-12/20/13
Maria L. Gonzalez	150	Clerical Support	Personnel	10/30/14-06/30/14
Ruby Gonzalez	40	Clerical Support	Tynes	11/01/13-06/14/14
Ryan Gresch	800	Aud Tech Supp	District	10/14/13-06/30/14
Ryan Gresch	400	Lead Aud Tech	District	10/14/13-06/30/14
Eduardo Hernandez	12	Pro Act Training	SPED	10/11/13-11/11/13
Freddie Hernandez	40	Custodial Training	Operations	10/21/13-10/25/13
Matthew Hernandez	40	Bus Aide for SPED	SPED	09/30/13-01/31/14
Tristan Holt	12	Pro Act Training	SPED	10/11/13-11/11/13
Scott Homrighausen	4	Credit Recovery Sup	El Camino	10/08/13-10/16/13
Scott Homrighausen	50	SPED Stu Support	Tynes	09/26/13-01/31/14
Fei Kanoholani	100	Interpreter	SPED	09/10/13-06/14/14
Adele Lightfoot	12	Pro Act Training	SPED	10/16/13-10/17/13
Tammy Llorens	6	Comp Lab Set Up	Tynes	09/23/13-12/30/13

<u>Short Term</u>	<u>NTE Hrs</u>	<u>Reason</u>	<u>Site</u>	<u>Effective (Cont'd)</u>
Anna Lopez	2	Translation for BTSN	Topaz	09/26/13-06/13/14
Marisol Lopez	12	Pro Act Training	SPED	10/11/13-11/11/13
Romana Lopez	98	Office Supp/Translate	Topaz	11/13/13-06/30/14
Evangelina Lozoya	1	Noon Duty Mtg	Melrose	2013-2014 SY
Maria Lumby	2	Translation for BTSN	Topaz	09/26/13-06/30/14
Rosa Luna	19	Breakfast Prog Pilot	Food Svs	10/01/13-06/30/14
Charlene Mahaffey	50	Interpreter	SPED	10/14/13-11/22/13
Linda Marro	150	Clerical Support	Ed Svs	09/20/13-06/30/14
Laura Martin	2	Back to School Supv	Van Buren	08/30/13-09/03/13
Claudia Martinez	5	PSAT Proctor	EDHS	10/19/13-10/19/13
Char Melia	12	Pro Act Training	SPED	10/11/13-11/11/13
Natalie Michaud	274	AVID Tutor	El Dorado	10/01/13-06/13/14
Estela Monroy	2	Translation for BTSN	Topaz	09/26/13-06/30/14
Fredi Morales	125	AVID Tutor	Kraemer	09/16/13-06/15/14
Ana Moran- Rodriguez	100	ELAC, Back to Sch Events, Sub Support	Rio Vista	09/03/13-06/30/14
Tim Mullion	80	SPED Stud Support	Valadez	10/07/13-11/30/13
Stephanie Newbill	4	Pro Act Training B	SPED	10/24/13-10/24/13
Martha Okuno	50	Interpreter	SPED	10/14/13-11/22/13
Gracia Padilla	10	Train new aide	Van Buren	10/09/13-11/09/13
Gracia Padilla	2	Translation for BTSN	Topaz	09/26/13-06/30/14
Stephanie Pellerito	10	Interpreter	Tuffree	10/15/13-06/30/14
Herminia Perry	3	Child Care-SES	Ed Svs	10/09/13-06/30/14
Herminia Perry	2	Translation for BTSN	Topaz	09/26/13-06/30/14
Brenda Philippi	50	Pers Tech Supp	Personnel	11/01/13-06/30/14
Justine Pina	4	Campus Supv. Train	Valadez	10/14/13-10/18/13
Kathy Quental	12	Pro Act Training	SPED	10/16/13-10/17/13
Yvonne Rangel	20	Interpreter	Kraemer	10/01/13-06/13/14
Janey Reich	60	Bus Aide for SPED	SPED	10/03/13-01/31/14
Janey Riech	4	Pro Act Training B	SPED	10/24/13-10/24/13
Yvette Reta	12	Pro Act Training	SPED	10/16/13-10/17/13
Sheila Richards	60	Bus Aide for SPED	SPED	10/03/13-01/31/14
Janey Riech	12	Pro Act Training	SPED	10/16/13-10/17/13
Andrea Rivera	250	AVID Tutor	Kraemer	09/16/13-06/15/14
Marie Rosales	12	Pro Act Training	SPED	10/16/13-10/17/13
Lauren Rosheim	80	SPED Stu Support	Valadez	10/07/13-11/30/13
Irma Sanchez	80	ADEPT Data Entry	Ed Svs	09/10/13-06/30/14
Irma Sanchez	10	Translator	Ruby	09/26/13-06/12/14
Michelle Sempell	140	Clerical Support	Personnel	2013-2014 SY
Eva Sierra	20	Translator	Kraemer	09/16/13-06/15/14
Robert Simmons	12	Pro Act Training	SPED	10/16/13-10/17/13
Dana Spadoni	8	Student Support	Golden	10/21/13-12/31/13
Linda Stuiksma	12	Pro Act Training	SPED	10/16/13-10/17/13
Susan Swinfard	52	Translator	SPED	07/01/13-07/19/13
Young Kyung Suh	10	Interpreter	SPED	09/13/13-10/31/13
Aylsa Tanco	10	Translator	Ruby	09/26/13-06/12/14
Silvia Tovar	12	Pro Act Training	SPED	10/11/13-11/11/13
Sonia Tovar	12	Pro Act Training	SPED	10/11/13-11/11/13
Miryam Vasquez	15	DELAC Interpreter	Ed Svs	10/14/13-05/30/14
Miryam Vasquez	50	Interpreter	SPED	10/14/13-11/22/13
Miryam Vasquez	20	Trans for DELAC	Ed Serv	10/18/13-06/30/14
Cristian Waldo	125	AVID Tutor	Kraemer	09/16/13-06/15/14
Edwardo Waldo	130	AVID Tutor	Valencia	09/24/13-06/12/14

<u>Short Term</u>	<u>NTE Hrs</u>	<u>Reason</u>	<u>Site</u>	<u>Effective (Cont'd)</u>
Carol Webster	52	Home Instruction	SPED	11/13/13-02/28/14
Susan Welch	40	Project Specialist	Purchasing	2013-2014 SY
Jodi Williams	12	Pro Act Training	SPED	10/16/13-10/17/13
Robert Willis	80	SPED Stu Support	Valadez	10/07/13-11/30/13
Janie Wright	12	Pro Act Training	SPED	10/11/13-11/11/13
Michele Zaldin	5	PSAT Proctor	EDHS	10/19/13-10/19/13
Megan Zoelle	12	Pro Act Training	SPED	10/11/13-11/11/13

<u>Substitutes</u>	<u>Position</u>	<u>Site</u>	<u>Effective</u>
Salina Aguilar	SPED I/II	All Sites	2013-2014 SY
Shelley Alberts	Schl Sec/Attend Clerk/ Clerk II/Campus Supvsr	YLMS	10/15/13-06/30/14
Elizabeth Albuja	Bil Sch Readiness Aide	Ed Svs	2013-2014 SY
Adrienna Alonso	SPED Aide I/II	All Sites	2013-2014 SY
Maria Amezcua	Noon Duty/Food Svs	Food Svs	2013-2014 SY
Daniel Araujo	Custodial	Operations	2013-2014 SY
Hector Araujo	Tech Svc Tech/ Tech Svs Asst	Technology	10/15/13-06/30/14
Adrian Banales	Elementary PE Aide	All Sites	10/09/13-06/30/14
Dillon Bard	SPED Aide I/II/III	All Sites	2013-2014 SY
Joseph Becerra	Custodial	Operations	2013-2014 SY
Heather Bivens	SPED Aide I/II	All Sites	10/01/13-06/12/14
Margaret Bodeau	SPED Aide I/II	All Sites	2013-2014 SY
Meghann Briggs	SPED Aide III	All Sites	10/28/13-12/31/13
Donna Brown	SPED Aide I/II	All Sites	2013-2014 SY
Kristin Camacho	SPED Aide I/II	All Sites	2013-2014 SY
Carol Campagna	SPED Aide I/II/III	All Sites	2013-2014 SY
Thirza Carrillo	Food Service Worker	Food Svs	10/08/13-06/30/14
Mario Castro	Custodial	Operations	2013-2104 SY
Alex Ceballos	Child Care Aide	Ed. Svs	10/14/13-06/30/14
Israel Cervantes	Tech Svc Tech/ Tech Svc Asst	Technology	10/15/13-06/30/14
Maria Cervantes	Substitute Aide	Ruby Drive	10/09/13-06/12/14
Brandee Cook	SPED Aide I/II	All Sites	2013-2014 SY
Ana Craig	Bus Attendant	Transportation	2013-2014 SY
Olga Cruz	Food Services Wrk	Food Service	10/02/13-06/30/14
Alice Davis	SLPA	All Sites	11/13/13-06/13/14
Oneyda Diaz	Attend Clerk/Bil Clerk II	Kraemer	10/21/13-06/12/14
Keri Dickinson	Noon Duty/Food Svs	Food Svs	10/18/13-06/30/14
Samadi Dixon	Clerk I/Secretary I Bil	Melrose	09/10/13-06/12/14
Samadi Dixon	Health Clerk	Rio Vista	09/20/13-06/13/14
Lenny Dominguez	Custodial	Operations	2013-2014 SY
Jennifer Donaldson	SPED Aide I/II	All Sites	2013-2014 SY
Susan Dunlap	Lib Media Clk/Comp Aide	Bryant Ranch	09/16/13-06/12/14
Andrew Elliott	SPED Aide I/II	All Sites	2013-2014 SY
Yvette Enriques	SPED Aide I/II	All Sites	2013-2014 SY
Anita Etchegaray	SPED Aide I/II	All Sites	10/01/13-06/12/14
Gladys Fetter	Academy Tutor	Tynes	10/10/13-06/12/14
Pia Fiore	School Clerk	Glenview	2013-2014 SY
Ayerim Flores	School Secretary I	Rio Vista	09/20/13-10/25/13
Kerri Fordyce	SPED Aide I/II/III	All Sites	09/09/13-06/12/14
Grace Fukushima	Instructional Aide	Fairmont	11/01/13-06/12/14
Linda Gaunt	SPED Aide I/II	All Sites	2013-2014 SY

<u>Substitutes</u>	<u>Position</u>	<u>Site</u>	<u>Effective (Cont'd)</u>
Jorge Gonzales	Custodial	Operations	2013-2014 SY
Leczi Gonzalez	Lead Academy Tutor	All Sites	10/18/13-10/21/13
Leczi Gonzalez	Bilingual Clerk II	Valadez	10/22/13-06/12/14
Antal Gordon	Custodial	Operations	2013-2014 SY
Joy Gustafson	SPED Aide I/II	All Sites	2013-2014 SY
Steven Hayes	Tech Svc Tech/ Tech Svs Asst	Technology	10/15/13-06/30/14
Andy Henning	Custodial	Operations	2013-2014 SY
Anna Hernandez	Noon Duty/Food Svs	Food Svs	10/01/13-06/13/14
Amy Hicks	Lib Media Clrk/Comp Aide	Bryant Ranch	09/16/13-06/12/14
Livier Huerta	SPED Aide I/II/III	All Sites	2013-2014 SY
Frank Johnson	SPED Aide I/II	All Sites	2013-2014 SY
Loreena Johnston	SPED Aide I/II	All Sites	2013-2014 SY
Pamela Kane	SPED Aide I/II	All Sites	2013-2014 SY
Pamela Kane	SPED Aide I/II/III	All Sites	2013-2014 SY
Elisa Ketelsleger	Clerk II Bil/Attend Clerk	Kraemer	10/21/13-06/12/14
Elisa Ketelsleger	Clerk I	El Dorado	2013-2014 SY
Caleb Kim	SPED Aide I/II	All Sites	2013-2014 SY
Lori Klotzly	SPED Aide I/II	Fairmont	2013-2014 SY
Bernadette Kubota	Noon Duty/Food Svs	Food Svs	10/03/13-06/30/14
Margarita Larios	Clerk II	Tuffree	10/21/13-11/15/13
Margarita Larios	Instructional Aide	District Music	10/23/13-06/13/14
Mary Lepore	SPED Aide I/II/III	All Sites	09/23/13-06/12/14
Pedro Luna	Grounds Keeper	Grounds	10/16/13-06/30/14
Jessica Maas	SPED Aide I/II/III	All Sites	2013-2014 SY
Kelly Mahood	SPED Aide I/II	All Sites	2013-2014 SY
Claudia Martinez	Secretary I/Clerk I	Linda Vista	10/10/13-06/30/14
Debbi Maney	Clerk I	Sierra Vista	10/10/13-06/13/14
Christopher Mason	SPED Aide I/II/III	All Sites	2013-2014 SY
Amber Matranga	Noon Duty/Food Svs	Food Svs	10/02/13-06/30/14
Susan Medellin	School Secretary	Glenview	09/23/13-06/12/14
Char Melia	Bus Attendant	Transportation	2013-2014 SY
Christopher Miller	SPED Aide I/II	All Sites	2013-2014 SY
Dagoberto Mondaca	Custodial	Operations	2013-2014 SY
Jacelyne Moussa	SPED Aide I/II	All Sites	2013-2014 SY
Kimberly Murphy	Clerk I/Secretary I	Melrose	09/10/13-06/30/14
Agnes Ndirangu	SPED Aide I/II/III	All Sites	2013-2014 SY
Ami Newberry	SPED Aide I/II	All Sites	11/13/13-06/12/14
Karen Nichols	Instructional Aide	Fairmont	11/01/13-06/12/14
Madhuri Padalkar	SPED Aide II	Fairmont	09/09/13-06/12/14
Jasmine Paez	SLPA	All Sites	11/13/13-06/13/14
Brenda Philippi	Account Clerk II	Business Svs	10/21/13-11/08/13
EiEi Phyu	SPED Aide I/II	All Sites	2013-2014 SY
Susan Puch	SPED Aide I/II	All Sites	2013-2014 SY
Lisa Pulido	Noon Duty/Food Svs	Food Svs	10/15/13-06/30/14
Brenda Rennwald	Elem L/M Technician	Sierra Vista	10/01/13-06/13/14
Rocio Reyes	SPED Aide I/II/III	All Sites	2013-2014 SY
Jacquelyn Roberts	Clerk I/Clerk II/Attend Clerk/ Finance Clerk/Sec I/School Sec Senior School Sec	YLHS	09/23/13-06/14/14
Brianne Roberts- Ramirez	SPED Aide I/II	All Sites	2013-2014 SY
Linda Roberts	SPED Aide I/II	All Sites	2013-2014 SY



<u>Substitutes</u>	<u>Position</u>	<u>Site</u>	<u>Effective (Cont'd)</u>
Louise Robertson	SPED Aide I/II	All Sites	2013-2014 SY
Brandice Rogers	Noon Duty/Food Svcs.	Food Svcs	2013-2014 SY
Joshua Rogers	SPED Aide I/II	All Sites	2013-2014 SY
Leonor Rollins	SPED Aide I/II/III	All Sites	09/03/13-10/08/13
Lori Rowenhorst	Noon Duty/Food Svcs	Food Svcs	2013-2014 SY
Irma Sanchez	School Secretary I	Topaz	11/12/13-06/30/14
Suzanne Sedoff	SPED Aide I/II	All Sites	2013-2014 SY
Norma Servin	School Readiness Aide	Ed Service	2013-2014 SY
Elizabeth Schoensiegel	SPED Aide I	Fairmont	09/09/13-06/12/14
Elizabeth Schoensiegel	SPED Aide I/II	Fairmont	10/03/13-06/12/14
Shulin Shen	Instructional Aide-Music	Elem Music	10/11/13-06/13/14
Roxanne Skovira	SPED Aide I/II	All Sites	2013-2014 SY
Nancy Slagle Cessna	Clerk I/Clerk II/Attend Clerk/ Finance Clerk/Sec I/Sch Sec Sr School Sec	YLHS	10/01/13-06/30/14
Luanne Sofka	Lib Clerk/Lib Media Tech	Travis Ranch	09/27/13-06/12/14
Krystle Tamayo	Inst. Aide/Elem PE	Elem PE	10/11/13-06/30/14
Audra Jeanne Tarkeshian	Food Service Worker	Food Svcs	10/16/13-06/30/14
Taylor Tebay	Instructional Aide	Elem PE	10/04/13-06/30/14
Silvia Tovar	Bus Attendant	Transportation	2013-2014 SY
Mirian Vasquez	Bilingual Clerk II	Valadez	10/22/13-06/12/14
Mirian Vasquez	Bilingual Attend Clerk	Valadez	10/23/13-10/24/13
Kathy Wagner	SPED Aide I/II/III	Travis Ranch	10/10/13-06/12/14
Caroline Wahlstrom	SPED Aide I/II	All Sites	2013-2014 SY
Lilly Weissenbach	School Secretary I	Rio Vista	09/20/13-06/30/14
Donna Westergaard	SPED Aide II	Rio Vista	10/18/13-11/13/13
Joseph Winter	SPED Aide III	Tynes	11/13/13-12/31/13
Stephanie Yamashita	Library Clerk/L/M Tech	Travis Ranch	09/27/13-06/12/14
Susan Yoshinaga	Clerk I/Clerk II/Attend Clerk/ Finance Clerk/Sec I/Sch Sec Sr School Sec	YLHS	09/23/13-06/14/14

District Funded Co-Curricular Assignments

<u>Stipends</u>	<u>Assignment</u>	<u>Site</u>	<u>NTE Amount</u>	<u>Effective</u>
Jennifer Beu	PSAT Proctor	EHS	\$125.00	10/19/13-10/19/13
Angel D'az	Jazz II Coach	Tuffree	\$1599.00	2013-2014 SY
Robert Fisher	Men's Soccer	El Dorado	\$2284.00	11/25/13-02/14/14
Teresa Gadzinsky	Colorguard	Tuffree	\$1599.00	2013-2014 SY
Amanda Herman	Speech Academic Advisor	El Dorado	\$1000.00	08/28/13-12/31/13
Amanda Herman	Speech Academic Advisor	El Dorado	\$1000.00	01/01/14-06/13/14
Ben Kisner	Cross Country	YLHS	\$2284.00	09/02/13-11/08/13
Steven Mc Manus	Hd Men's Soccer	El Dorado	\$3198.00	11/25/13-02/14/14
Robbie Santana	Cross Country	YLHS	\$2284.00	09/02/13-11/08/13
Michael Yoshinaga	Cross Country	YLHS	\$2284.00	09/02/13-11/08/13

Booster Funded Co-Curricular Assignments

<u>Stipends</u>	<u>Assignment</u>	<u>Site</u>	<u>NTE Amount</u>	<u>Effective</u>
Derek Baldwin	Men's Basketball	El Dorado	\$2500.00	11/26/13-02/14/14
Susan Bringhurst	Accompanist Vocal Music	B-Yorba	\$2500.00	2013-2014 SY
Riley Conaway	Men's Basketball	El Dorado	\$2500.00	11/15/13-02/14/14
Brittanie Gardner	Colorguard	B-Yorba	\$2500.00	2013-2014 SY
Justin Guiu	Colorguard	Travis Ranch	\$923.00	08/01/13-06/12/14
Hugo Hernandez	Men's Basketball	Valencia	\$500.00	09/02/13-11/08/13

Booster Funded Co-Curricular Assignments (Cont'd)

<u>Stipends</u>	<u>Assignment</u>	<u>Site</u>	<u>NTE Amount</u>	<u>Effective</u>
Margaret Human	Track	YLHS	\$1000.00	09/03/13-11/08/13
Jenny Jackson	Drum Coach	Valencia	\$570.00	07/01/13-12/31/13
Jenny Jackson	Cymbals Coach	Valencia	\$852.00	01/01/14-06/30/14
Brandon James	Band	Travis Ranch	\$1000.00	2013-2014 SY
Cejae Kendrick	Event Staff	EDHS	\$600.00	2013-2014 SY
John King	Women's Soccer	Esperanza	\$3000.00	09/02/13-11/06/13
Brian Lubeley	Instrumental Music	Kraemer	\$1980.00	2013-2014 SY
Brian Lubeley	Band	Travis Ranch	\$2000.00	2013-2014 SY
Ani Marganian	Men's Water Polo	Valencia	\$2284.00	08/19/13-11/08/13
Aimee Mauzey	Vocal Choreographer	Esperanza	\$3255.00	2013-2014 SY
Aimee Mauzey	Vocal Music	Travis Ranch	\$4000.00	2013-2014 SY
Tony Miranda	Men's Soccer	El Dorado	\$1250.00	11/25/13-02/14/14
Ivana Mrkonjic	Speech & Debate	YLHS	\$2280.00	2013-2014 SY
Danny Ortega	Men's Basketball	Valencia	\$600.00	09/02/13-11/08/13
Pegah Ostad	Women's Basketball	El Dorado	\$500.00	11/25/13-02/14/14
Hassajn Panjeh Ali				
Ashley Patterson	Band/Colorguard	Travis Ranch	\$3250.00	2013-2014 SY
Richard Poletick	Accompanist Vocal Music	B-Yorba	\$3500.00	2013-2014 SY
Brian Ransom	Wrestling	YLHS	\$1000.00	09/03/13-11/08/13
Jacquelyn Roberts	Clerk I	YLHS	\$1000.00	2013-2014 SY
David Rosebaum	Track	YLHS	\$1000.00	09/03/13-11/08/13
Jayna Seidel	Colorguard	B-Yorba	\$2500.00	2013-2014 SY
Eric Shearer	Men's Soccer	El Dorado	\$1000.00	11/25/13-02/14/14
Leeav Sofer	Accompanist	Valencia	\$3750.00	2013-2014 SY
Michael Sprenger	Wrestling	YLHS	\$1000.00	09/03/13-11/08/13
James Valverde	Women's Basketball	Esperanza	\$3198.00	09/02/13-05/31/13
Peter Yatar	Women's Tennis	El Dorado	\$1042.00	09/23/13-11/01/13
Brittany Zaldin	Song	Valencia	\$4635.00	10/01/13-05/31/14

Noon Duty Supervision, 2013-2014 SY

<u>Employee</u>	<u>Site</u>
Yvette Acosta	Rio Vista
Alexandria Almanzar	Golden
Maria Amezcua	Wagner
Teresa Barragan	Melrose
Arcelia Bernal	Tynes
Victoria Cardona	Rio Vista
Edith Carillo	Tynes
Sharon Chaulk	Lakeview
Laura Dejianne	Woodsboro
Aida Duran	Topaz
Ana Maria Garcia	Ruby
Olinda Garcia	Wagner
Edna Granja	Melrose
Nora Hernandez	Rio Vista
Sandra Hernandez	Morse
Valerie Hibbard	Rio Vista
Maria Hoffman	Tynes
Alyssa Jacobs	Sierra Vista
Brandon Julian	Tuffree
Janna Kovacevich	Wagner
Bernadette Kubota	Golden

Noon Duty Supervision, 2013-2014 SY (Cont'd)

<u>Employee</u>	<u>Site</u>
Cynthia Ledford	Glenknoll
Mariana Lopez	Rio Vista
Marcilena Lopez	Rio Vista
Yazmina Lopez	Rio Vista
Evangelina Lozoya	Melrose
Genine Marquez	Tynes
Amber Matranga	Golden
Aimee Newberry	Travis Ranch
Dianne Penrose	Wagner
Rick Perske	Travis Ranch
Eva Ramos	Rio Vista
Fabiola Rizk	Tynes
Rosa Rocha	Valadez
Ana Rodriguez	Rio Vista
Julieta Salazar	Ruby
Audrienne Skipper	Rio Vista
Jayamalini Subramaniyam	Glenknoll
Julie Taylor	Fairmont
Yesenia Vega	Woodsboro
Robin Walden	Tynes
Linda Yankauskas	Travis Ranch

Child Care Program: Child Care Teacher I: All sites, Short Term: NTE 250 Hrs., Substitute, NTE 8 Hrs/Day, All Sites, 07/01/13-06/30/14

Charles Bennett  
 Xavia Cole  
 Michelle Fenstermaker  
 Randy Fierro  
 Hillary Hovland  
 Liliana Olivarria  
 Kaitlyn Roche  
 Linda Sandoval  
 Lauren Shaul

Student Aide, Technology

Kathleen Keil

**CERTIFICATED PERSONNEL REPORT**

Retirement

<u>Employee</u>	<u>Position</u>	<u>Site</u>	<u>Effective</u>
Kathleen Silver	Teacher	El Camino	02/01/14
John Winek	Teacher	Valencia	11/01/13

Resignation

<u>Employee</u>	<u>Position</u>	<u>Site</u>	<u>Effective</u>
Diane Lohrman	Administrator, Spec. Ed.	Special Ed.	11/26/13

Change of Status

<u>Employee</u>	<u>From</u>	<u>To</u>	<u>Effective</u>
Paulette Crandall	100% Contract	Reduce to 71.5%	08/28/13
Karen Sieper	100% Contract	Add 1/7 Contract	08/28/13
Linda Yakzan	100% Contract	Add 1/6 Contract	08/28/13

Leaves of Absence

<u>Employee</u>	<u>Position</u>	<u>Site</u>	<u>Reason</u>	<u>Effective</u>
Anita Amaya	Teacher	Wagner	FMLA/PDL/CFRA	11/15/13-03/03/13
Cristina Bransford	Teacher	Melrose	Military Leave	10/13/13-12/08/13
Dianne Richter	Teacher	Valadez	Unpaid Leave	11/12/13-01/10/14
Clara Romeu	Teacher	Rio Vista	FMLA/CFRA	11/01/13-11/15/13

Employ

<u>Teacher</u>	<u>Subject</u>	<u>Site</u>	<u>Status</u>	<u>Effective</u>
Karla Orme	Mild/Mod. RSP	Special Ed.	Temp.	10/14/13

Re-Employ, Part-time, 2013-2014 School Year

<u>Employee</u>	<u>Percentage</u>
Rebecca Diebolt	50%
Melinda Foote	50%
Krista Secoda	50%

Summer School

<u>Employee</u>	<u>Site</u>	<u>Duty</u>	<u>Hrly. Rate</u>	<u>Hours</u>	<u>Effective</u>
Suzanna Meza	Spec. Ed.	August Program	\$30	20	08/05/13-08/22/13

Extra Duty Assignments

<u>Employee</u>	<u>Site</u>	<u>Extra Duty</u>	<u>Hrly. Rate</u>	<u>Hours</u>	<u>Effective</u>
Cora Afonien	Kraemer	Curr. Plan. & Mtg.	\$25	40	2013-2014 SY
Dana Armstrong	El Dorado	PSAT Coordinator	Per Diem	20	09/03/13-11/13/13
Elvira Bermudez	Topaz	Stud. Success Team	\$25	150	09/30/13-06/30/14
Nancy Coulter	YLHS	PSAT Coordinator	Per Diem	10	10/01/13-10/20/13
Laurel Estrada	Tynes	Present Dibels	\$27	5	10/01/13-06/13/14
		Prep	\$25	5	
Rogelio Galvan	Spec. Ed.	Home Instruction	\$27	50	09/03/13-12/20/13
Jason Gray	Valencia	PLATO Program	\$27	156	2013-2014 SY
David Green	Ed. Svs.	Data Collect/Process	\$25	80	07/01/13-09/01/13
Emily Greenberg	Valencia	Sub Cheer Advisor	\$25	40	10/16/13-01/01/14
Elaine Hudson	La Entrada	Create Online Prg.	\$25	40	10/17/13-06/12/14
Jennifer Jacobson	Fairmont	SLI Coordinator	\$25	50	11/15/13-06/13/14
Kellie Erskine	Kraemer	SI Coordinator	\$25	20	10/01/13-06/13/14
Brandon Frank	Valencia	Lunch Supervision	\$11	200	09/02/13-06/12/14

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>
Barbara Howe	Spec. Ed.	Assistive Tech. Svcs.	\$27	25	10/11/13-06/30/14
Phyllis Lansley	Sped. Ed.	Home Instruction	\$27	100	10/14/13-06/30/14
Paul Laporte	Rose Dr.	After School Prg.	\$27	8	10/01/13-12/20/13
		Prep.	\$25	4	
Scott Mazurier	YLHS	Lunch Supervision	\$11	170	10/07/13-06/13/14
Kristen McDonald	Golden	Com. Core Task Frc.	\$25	11	08/01/13-10/01/13
Peyton Pike	YLHS	PSAT Coordinator	Per Diem	10	10/01/13-10/20/13
Carrie Pipkin	Wagner	Comm. Core Task Force	\$25	1	10/15/13-06/30/14
Jamie Randall	Spec. Ed.	Coverage IEP/Asses.	\$27	25	2013-2014 SY
Kathy Schroeder	Parkview	Short Term Workshop	\$27	23	10/02/13-01/29/14
		Prep.	\$25	15	
Amy Selof	Esperanza	PSAT Administrator	Per Diem	1/Day	10/19/13-10/19/13
Karen Skokan	Morse	SLIP Coordinator	\$25	10	2013-2014 SY
Andrew Spoonhower	Travis Ranch	Home/Hospital Svcs.	\$27	70	10/01/13-06/30/14
Mark Stanley	Valencia	PSAT Supervisor	\$35	10	10/17/13-10/20/13
Thomas Storing	Esperanza	Comm. Svcs. Tchr.	\$25	200	2013-2014 SY
Marta Thomas	Travis Ranch	Classroom Move	\$25	8	08/31/13-09/01/13
Barbara Tosques	YLMS	Transition of Svcs.	\$25	2	10/01/13-11/01/13
Jennifer Wilson	Spec. Ed.	Supv. Home Instr.	\$27	8	11/13/13-02/28/14

Educational Services, ELD Instruction, \$27/Hr., 09/03/13-06/12/14

<u>Employee</u>	<u>NTE Hours</u>	<u>Site</u>
Toby Foster	128	Linda Vista
Marilyn Taylor	3/Day	B-Yorba

Educational Services, RTI Instruction, \$27/Hr., 09/03/13-06/12/14

<u>Employee</u>	<u>NTE Hours</u>	<u>Site</u>
Toby Foster	128	Linda Vista
Caroline Johnson	160	Bryant Ranch

Educational Services, Saturday Work Study, \$27/Hr., 2013-2014 SY

<u>Employee</u>	<u>NTE Hours</u>	<u>Site</u>
Vanessa Amarin	12	Travis Ranch
Tiffany Badger	28	El Dorado
Mary Cummings	70	Esperanza
Paige Dupont	30	Esperanza
Clarivel Munoz-Zamora	30	Kraemer
Cozette Pettitt	28	El Dorado
Kelly Smith	4	El Dorado

Educational Services, Saturday School Program, Instruction \$27/Hr., Prep., \$25/Hr., 2013-2014 SY

<u>Employee</u>	<u>NTE Instr Hrs</u>	<u>Prep</u>	<u>Site</u>
Maria Alvarez	12	6	Valadez
Megan Arthurton	12	6	Valencia
Michael Ashe	12	6	El Dorado
Angelina Avila-Perez	12	6	Mabel Paine
Cathy Bastieri	12	6	Van Buren
Francine Bless	12	6	Van Buren
Stephanie Brock	12	6	Tuffree
Ricky Castro	12	6	Valadez

(Cont'd)

Educational Services, Saturday School Program, Instruction \$27/Hr., Prep., \$25/Hr., 2013-2014 SY

<u>Employee</u>	<u>NTE Instr Hrs</u>	<u>Prep</u>	<u>Site</u>
Katherine Davidson- Burrows	12	6	Ruby Drive
Jaclyn Deano	8	4	Glenknoll
Courtney Depsky	12	6	Mabel Paine
Xochitl Diaz	12	6	Valadez
Shealee Dunavan	12	6	Melrose
Nicole Ferrara	12	6	Tuffree
James Fox	12	6	El Dorado
Jamie Grijalva	12	6	Brookhaven
Cory-Anne Johnston	12	6	Melrose
Karen Keenan	12	6	Sierra Vista
Alesa Kerr	12	6	Mabel Paine
Richard King	12	6	Valencia
Russell Klinger	12	6	Tuffree
Janet Martin	12	6	Brookhaven
Bryan McRae	12	6	Tuffree
Ryan Mounce	12	6	El Dorado
Helen Nelson	12	6	Melrose
Amanda Robins	12	6	Sierra Vista
Erick Rouanzoin	12	6	Valadez
Anne San Roman	12	6	Van Buren
Kimberly Schultz	12	6	Tuffree
Phil Seitz	12	6	B-Yorba
Janelle Sheppard	12	6	Valadez
Karen Sieper	12	6	Tuffree
Donna Simester	12	6	Tuffree
Doug Slonkosky	8	4	Glenknoll
Grace Stanton	12	6	Valencia
Kathleen Switzer	12	6	El Dorado
Candace Tingley	12	6	Valadez
Shane Twamley	8	4	Kraemer
Teresa Vitelli	12	6	Brookhaven
Sarah Walls	12	6	Brookhaven
Elaine Weng	12	6	Mabel Paine

Educational Services, GATE Coordinator, \$25/Hr., NTE 10 Hrs., 2013-2014 SY

Heidi Chipman  
Jill Mc Clain

Educational Services, Grading and Assessment Work Group, \$25/Hr., NTE 5 Hrs., 10/01/13-06/30/14

Jose Cabrera  
Jacqueline Bartak-Jenkins  
Emily Brown-Barrett  
Tonya Gordillo  
Jodie Hawkins  
Paul LaPorte  
Jenny Laurich  
Sharon McBenttez  
Teresa Mulcahy  
Sherrie Simons  
Kim Voge

Educational Services, Math Common Core Task Force, \$25/Hr., 10/01/13-06/30/14

<u>Employee</u>	<u>NTE Hrs.</u>
Angelina Atmadja	50
Tanya Borg	30
Georgianne Bryant	10
Tracy Chung	30
Margaret Cooley	30
Laura Crays	30
Katherine DeGraffenreid	30
Amber Juarez	10
Theresa Maeder	10
Steve Nguyen	40
Susan Rotkosky	30
Nicole Saltzman	30
Cindy Samson	12
Karen Sieper	30
Cara Stack	30
Diana Thomas	30
Martha Tripp	30
Lisa White	30

Educational Services, PE Common Core Pre-Services, \$25/Hr., NTE 3 Hrs., 08/01/13-09/30/13

Scott Davis  
Susan Osendorf

Educational Services, ELD Data Analysis & Curr. Planning, \$25/Hr., NTE 6 Hrs., 10/15/13-06/12/14

Erin Braun  
Ricky Castro  
Leila Deliman  
Xochitl Diaz  
Robin Mackie  
Candace Tingley  
Dana Zywieciel

Educational Services, GATE Identification Focus Group, \$25/Hr., NTE 6 Hrs., 10/24/13-06/30/14

Carin Benner  
Suzanne Bilhartz  
Geri McBride  
Krisa Muller  
Melissa Samson  
Susan Yamamoto

Educational Services, GATE Coordinator, \$25/Hr., NTE 10 Hrs., 2013-2014 SY

Karen Aleksic  
Carin Benner  
Suzanne Bilhartz  
Jodi Bonk  
Joel Bradford  
Lisa Bradley  
Jennie Bremer  
Rosanna Brichta  
Katherine Burrows  
Tracy Chung  
Melissa Gifford

Educational Services, GATE Coordinator, \$25/Hr., NTE 10 Hrs., 2013-2014 SY (Cont'd)

Terri Hanna  
 Mike Hedderig  
 Barbara Kohler  
 Jenny McLane-Raya  
 Nancy Mullen  
 Debbie Myers  
 Carrie Pipkin  
 Karen Ricotta  
 Melissa Samson  
 Phil Seitz  
 Pat Shea  
 Lauren Thurston  
 Becky Vale  
 Robin Whitcroft  
 Barbara Wilson  
 Susan Zack

Educational Services, GATE Presenter, \$25/Hr., NTE 20 Hrs., 2013-2014 SY

Carin Benner  
 Amy Livergood

Educational Services, SLI Coordinator, \$25/Hr., 2013-2014 SY

<u>Employee</u>	<u>NTE Hours</u>	<u>Site</u>
Erica Amann	5	El Dorado
Shari Anderson	10	El Dorado
Angelina Atmadja	12	YLMS
Tanya Borg	11	Valencia
Laura Crays	10	El Dorado
Nadine Elwood	35	Esperanza
Roseann Kosulandich	5	YLHS
Joy Millam	3	Valencia
Terry Nevin	5	El Dorado
Brenden Newberry	5	El Dorado
Julie Pak	5	Ruby Drive
Jane Roh	2	Valencia
Susan Rotkosky	35	El Camino
Teresa Shermer	8	Valencia
Stacey Shube	12	YLHS
Daniel Sobschack	35	La Entrada
Julie Walker	11	Valencia

Educational Services, TUPE Meeting, \$25/Hr., NTE 2 Hrs., 10/14/13-11/25/13

Sarah Barton  
 Scott Davis  
 Scott Morris  
 Brian Shay  
 Karen Sieper  
 Steven Steichen  
 Dianne Torres



El Dorado, CAHSEE Tutoring, \$27/Hr., NTE 20 Hrs., 10/01/13-06/14/14

Stephen Settle  
Amanda Wolf

El Dorado, PSAT Proctor, \$25/Hr., NTE 5 Hrs., 10/19/13-10/19/13

Erica Amann  
Christian Collins  
Laura Crays  
Vicky Garcia  
Frank Gonzales  
Christina Hansen-Quigley  
Jeffery Hazard  
Jillian Jacobson  
David Johnson  
Krista Jones  
Robert Kanne  
Tina Livingstone  
Terry Nevin  
Kathryn Oberle  
Joy Okada  
Mark Pederson  
Cozette Petitt  
Audra Ross  
Stephanie Shirey  
Carol Wardwell  
Nate Yu

Esperanza, 6<sup>th</sup> Grade Math Training Prep., \$25/Hr., NTE 10 Hrs., 11/13/13-06/13/14

Katie DeGraffenreid  
Eric Plunkett

Esperanza, PSAT Proctor, \$25/Hr., NTE 5 Hrs., 10/19/13-10/19/13

Brad Davis  
Brianna Gullotti  
Chad Holo  
Roz Kanter  
Yvette Kettering  
Kevin Kowalski  
Charles Lehr  
Whitney Leonard  
Catrina Lim  
Marsha Linsley  
Suzanne Munsell  
Kressler Nguyen  
Sherrie Olive  
Frank Perez  
Jamie Randall  
Priscilla Stremiz  
Dave Tennant

Glenview, Staff Development & Planning, \$27/Hr., NTE 15 Hrs., 2013-2014 SY

Lisa Bradley  
Nancy Burguan  
Elaine Doke

Glenview, Staff Development & Planning, \$27/Hr., NTE 15 Hrs., 2013-2014 SY (Cont'd)

Lisa Dominguez  
 Antonia Finn  
 Michelle Flenniken  
 Donna Frelly  
 Elana Leiken  
 Catherine Mell  
 Mariana Mondragon  
 James Novek  
 Katherine Paniagua  
 Barbara Sullivan  
 Kimberly Wisnia  
 Laura Yeamen

Kraemer, Detention, \$27/Hr., NTE 25 Hrs., 2013-2014 SY

Karla Jones  
 Neil Kane  
 Catheen LaBare  
 Kathleen Smith

Kraemer, Homework Club, \$27/Hr., NTE 35 Hrs., 10/08/13-06/13/14

Maureen Doria  
 Lisa Kling  
 Shane Twamley

Special Education, Home Instruction, \$27/Hr., 2013-2014 SY

<u>Employee</u>	<u>NTE Hrs</u>
Michelle Frost	40
Kimm Madison	100

Valencia, PSAT Proctor, \$25/Hr., NTE 4 Hrs., 10/19/13-10/19/13

Erik Ambriz  
 Samantha Beck  
 Brady Bilhartz  
 Erik Cook  
 Emily Greenberg  
 Erica Harding  
 David Hatori  
 Warren Fain  
 Steve Picht  
 Lauren Thayer  
 William Truong  
 Judy Yen

Yorba Linda HS, Modernization Classroom Move, \$25/Hr., NTE 8 Hrs., 10/04/13-10/07/13

Jon Aed  
 Kelleen Fritz

Yorba Linda HS, PSAT Proctor, \$25/Hr., NTE 5 Hrs., 10/16/13-10/18/13

Donna Brothers  
 Richard Cadra  
 Jaclyn Chavez  
 Christine Collins  
 Ryan Counts

Yorba Linda HS, PSAT Proctor, \$25/Hr., NTE 5 Hrs., 10/16/13-10/18/13 (Cont'd)

Gabriel Cueva  
 Sharon Farrell  
 Amber Ferris  
 James Hay  
 Brent Hendry  
 Ray Lejano  
 Wendy Lowry  
 Megan Scott  
 Kevin Shanahan  
 Valerie Steinbergs  
 Gabrielle Stephenson  
 Linda Yakzan

Stipends

<u>Employee</u>	<u>Site</u>	<u>Duty</u>	<u>NTE Amount</u>	<u>Effec. Dates</u>
Rachael Hawley	Kraemer	Geography Club	\$400.00	11/04/13-04/04/14
Susana Meza	Valadez	Technology Club	\$800.00	11/12/13-06/12/14
Andrew Putnam	Valadez	Lead Tch, Soc. Science	\$795.00	10/01/13-06/12/14
Candace Tingley	Valadez	Lead Tch, LA/Voyager	\$566.00	08/28/13-01/31/14

Educational Services, Consulting Teachers, 2013-2014 SY

<u>Employee</u>	<u>Site</u>	<u>Stipend</u>
Suzanne Borgese	Travis Ranch	\$2550.00
Linda Carl	Van Buren	\$3400.00
Cameron Castaneda	YLMS	\$3400.00
Kerry Collins	Ed. Svs.	\$2500.00
Sharon Farrell	YLHS	\$2550.00
Lisa Fulkerson	Brookhaven	\$1700.00
Susan Gardner	Ed. Svs.	\$3500.00
Tonya Gordillo	Ed. Svs.	\$2550.00
Janmarie Halliday	Tuffree	\$3400.00
Susan Solomonson	Sierra Vista	\$1700.00
Gail Spear	Rio Vista	\$3400.00
Susan Sawyer	Valencia	\$3400.00
Pat Souto	Tynes	\$2550.00
Wendy Takahashi	Valencia	\$2550.00
Dave Tennant	Esperanza	\$2550.00
Kimberly Voge	Ed. Svs.	\$1700.00

Elementary Lead Teachers, NTE \$602.00, 2013-2014 SY

<u>Employee</u>	<u>Site</u>
Daune Abadie	Rose Drive
Bertha Alba	Melrose
Pamela Alexander	Fairmont
Norah Bartels	Morse
Marilyn Bates	Rio Vista
Anna Behrendt	Linda Vista
Michelle Beresford	Rio Vista
Elvira Bermudez	Topaz
Edna Bernal-Perez	Melrose
Kathy Bernhardt	Rio Vista
Tara Bloomquist	Golden
Karen Brown	Woodsboro

Elementary Lead Teachers, NTE \$602.00, 2013-2014 SY (Cont'd)

<u>Employee</u>	<u>Site</u>
Kim Castillo	Brookhaven
Lyn Chadez	Van Buren
Heather Creelman	Tynes
Patricia Davidson	Fairmont
Stephanie Dempsey	Tynes
Shealee Dunavan	Melrose
Lisa Fraser	Golden
Shelly Freeland	Woodsboro
Lisa Fulkerson	Brookhaven
Debbie Gamble	Rio Vista
Thelma Gandara-Tatar	Melrose
Blanca Gibbons	Topaz
Michelle Grimsley	Woodsboro
Judy Hale	Golden
Janeen Hill	Woodsboro
Jana Howard	Tynes
Jackie Jenkins	Mabel Paine
Jennifer Johns	Woodsboro
Gloria Johnson	Golden
Patricia Johnson	Van Buren
Cory Ann Johnston	Melrose
Karen Keenan	Sierra Vista
Julie Lama	Morse
Kristi Langsdale	Bryant Ranch
Amy Larsen	Tynes
Judy Lighthipe	Wagner
Donna Lopez	Rio Vista
Noelle Lopez	Sierra Vista
Claudia Lyman	Mabel Paine
Erin Malner	Melrose
Kim Maucher	Tynes
Sharon McBenttez	Sierra Vista
Jill McClain	Bryant Ranch
Cynthia McClelland	Morse
Karen McCoy	Fairmont
Kristin McDonald	Golden
Jenny McLane-Raya	Rose Drive
Nicole Muraoka	Bryant Ranch
Barbara Nypert	Tynes
Christine O'Shea	Fairmont
Stacy Owens	Topaz
Christine Paine	Rio Vista
Rosemary Pang	Van Buren
Lynette Parelli	Morse
Kristen Petrovacki	Topaz
Jason Pike	Ruby Drive
Kandi Pla	Morse
Erin Pon	Topaz
Tina Proctor	Woodsboro
Carol Purga	Topaz
Ann Rago	Golden

Elementary Lead Teachers, NTE \$602.00, 2013-2014 SY (Cont'd)

<u>Employee</u>	<u>Site</u>
Jennifer Raya	Rio Vista
Jeffrey Sanders	Fairmont
Makiko Shibata-Ellis	Van Buren
Patricia Simmons	Morse
Rebecca Lee Smith	Bryant Ranch
Susan Solomonson	Sierra Vista
Pat Souto	Tynes
Katherine Strohmenger	Woodsboro
Grace Stutz	Fairmont
Beatriz Suarez	Tynes
Barbara Sullivan	Glenview
Melody Sweet	Brookhaven
Tami Tang	Morse
Shellie Teston	Fairmont
Deana Thelen	Fairmont
Lauren Thurston	Mabel Paine
Cheryl Torres	Brookhaven
Lori Valor	Linda Vista
Sofia Vander Kooy	Ruby Drive
Debbie Ventura	Golden
Rae Ann Watkins	Fairmont
Barabara Wilson	Linda Vista
Suzanne Wilson	Tynes
Kimberly Wisnia	Glenview
Patricia Wong	Wagner
Cheryl Workman	Tynes
Chris Zagarella	Golden

Travis Ranch, GATE Enrichment, NTE \$800.00, 2013-2014 SY

Cindy Caderao  
 Katherine DeGraffenreid  
 Lynn Magnin  
 Nancy Mullen

Travis Ranch, ZAP Program, NTE \$800.00, 11/04/13-06/12/14

Suzanne Borgese  
 Gary Hung

Tuffree, Lead Teachers, 2013-2014 SY

<u>Employee</u>	<u>Department</u>	<u>NTE Amount</u>
Joel Bradford	Soc. Science, 50% 22 Sections	\$542.00
Rosanna Brichta	Lang. Arts, 50% 13 Sections	\$326.00
Janmarie Halliday	Electives, 20 Sections	\$988.00
Grace Lee	Science, 21 Sections	\$1036.00
Erika Mayer	Lang. Arts, 50% 12 Sections	\$302.00
Robert McLeish	Technology, 15 Sections	\$747.00
Susan Osendorf	PE, 17 Sections	\$843.00
Charles Reta	Soc. Science, 50% 22 Sections	\$542.00
Karen Samet	Spec. Ed., 50% 9 Sections	\$302.00
Karen Sieper	Math, 24 Sections	\$1180.00
Donna Simester	Spec. Ed., 50% 15 Sections	\$374.00

District Funded Co-Curricular Assignments

<u>Stipends</u>	<u>Site</u>	<u>Co-Curricular Assignment</u>	<u>NTE Amount</u>	<u>Effective</u>
Scott Boveia	El Dorado	Women's Water Polo	\$2284.00	11/25/13-02/14/14
Wayner Carlson	El Dorado	Hd. Women's Basketball	\$3448.00	01/01/14-02/14/14
Connor Drake	Valencia	Academic Advisor	\$1370.00	2013-2014 SY
Daniel Henshall	El Dorado	Women's Basketball	\$2741.00	11/25/13-02/14/14
Mark Honig	El Dorado	Wrestling	\$2512.00	11/25/13-02/04/14
David Johnson	El Dorado	Hd Women's Water Polo	\$2741.00	11/25/13-02/14/14
Rick Jones	El Dorado	Women's Basketball	\$2741.00	11/25/13-02/14/14
Steve Lawson	El Dorado	Hd Wrestling	\$3198.00	11/25/13-02/04/14
Linda Leonard	Valencia	Debate Advisor	\$2284.00	2013-2014 SY
Scott Morris	Kraemer	Video Announcements	\$1599.00	10/01/13-06/13/14
Ryan Mounce	El Dorado	Hd Men's Basketball	\$3198.00	11/25/13-02/14/14
Rita Phillips	Valencia	Academic Coach	\$2741.00	2013-2014 SY
Kevin Sweet	El Dorado	Men's Basketball	\$2741.00	11/25/13-02/14/14
Nathan Yu	El Dorado	Men's Basketball	\$2741.00	11/25/13-02/14/14

Booster Funded Co-Curricular Assignments

<u>Stipends</u>	<u>Site</u>	<u>Co-Curricular Assignment</u>	<u>NTE Amount</u>	<u>Effective</u>
Jennifer Brunenkant	Esperanza	Event Supervision	\$2500.00	2013-2014 SY
Ryan Counts	YLHS	Event Supervision	\$1000.00	2013-2014 SY
Gabriel Cueva	YLHS	Wrestling	\$1000.00	09/03/13-11/08/13
Vasilios Gerasimou	YLHS	Track	\$2512.00	09/03/13-11/08/13
Erica Harding- Watanabe	Valencia	Softball	\$2512.00	09/03/13-11/08/13
Mark Hill	Esperanza	Hd Men's Basketball	\$3198.00	09/02/13-11/06/13
Gary Moore	Esperanza	Track	\$1200.00	09/02/13-11/06/13
Sherrie Olive	Esperanza	Event Supervision	\$2500.00	2013-2014 SY
Carolyn Rugh	Esperanza	Vocal Music Accompanist	\$3227.00	2013-2014 SY
Valerie Steinbergs	YLHS	Event Supervision	\$1000.00	2013-2014 SY
Jason Sweet	El Dorado	Women's Soccer	\$2284.00	11/25/13-02/14/14
Dean Yoshimura	Valencia	Hd. Men's Basketball	\$1100.00	09/02/13-11/08/13

Substitute Teachers

Deep Bhavsar  
 Brynna Chase  
 Mykaela Clemmer  
 Joanna Collins  
 Steven Corbet  
 Lyndsey Coya  
 Chelsea Favaro  
 Alexandra Finkel  
 Chelsea Gibson  
 Callan Gilles  
 Sam Haiden  
 Molly Horen  
 Cristina Ishii  
 Melody Kao  
 Keith Kenmotsu  
 Camille Kirkpatrick  
 Nicole Kohlenberger  
 Danelle Kuey  
 Richard Lewis  
 Jerady Locano

Substitute Teachers (Cont'd)

Randi Moran

Sarai Padilla

Dun Pho

Sara Shutt

Frank Sorian

Ashly Steele

Jeffrey Udarbe

Andrea VanRosmalen

Andrew Saferson

**BOARD BYLAW**

Placentia-Yorba Linda Unified School District

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Bylaws of the Board

9320 - BB

**BOARD MEETINGS**

~~The Secretary to the Board of Education of the Placentia-Yorba Linda Unified School District shall be responsible for the board meeting preparations as follows:~~

~~The secretary to the board shall:~~

- ~~1. Make all physical arrangements for the holding of board meetings~~
- ~~2. Prepare the agenda pursuant to Placentia-Yorba Linda Unified School District Board Policy 9323, "Agenda Construction"~~
- ~~3. Provide the board members with adequate data and backup information, keyed to corresponding agenda items wherever appropriate, to enable sound and objective decision-making prior to requests or recommendations for board action~~
- ~~4. Call legal matters to the attention of the board in appropriate information materials preparatory to possible board actions~~
- ~~5. Prepare or cause to be prepared policy drafts as motions for the board's consideration in accordance with Placentia-Yorba Linda Unified School District Board Policy 9311, "Policy Development"~~
- ~~6. Call other pertinent matters to the attention of the board as good sense and consciousness may dictate~~
- ~~7. Furnish materials prepared pursuant to this policy, or otherwise received pertinent to the board meeting, in accordance with Placentia-Yorba Linda Unified School District Board Policy 9324, "Advance Delivery of Materials"~~

~~If additional information is required by the board, it will be furnished to board members by the Secretary to the Board or other appropriate staff members upon request.~~

LEGAL REFERENCE:

<u>Education Code</u>	Section 35140	Time and place of meetings
	Section 35143	Annual organizational meeting; date and notice
	Section 35144	Special meeting
	Section 35145	Public meetings

Bylaw adopted: 8/4/75



**BOARD POLICY**Placentia-Yorba Linda Unified School District

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Bylaws of the Board

9321 – BB

**MEETINGS AND NOTICES**

Meetings of the Governing Board are conducted for the purpose of accomplishing district business. In accordance with state open meeting laws (Brown Act), the Board shall hold its meetings in public and shall conduct closed sessions during such meetings only as authorized by law. To encourage community involvement in the schools, Board meetings shall provide opportunities for questions and comments by members of the public. All meetings shall be conducted in accordance with law and the Board's bylaws, policies, and administrative regulations.

A Board meeting exists whenever a majority of Board members gather at the same time and place to hear, discuss, or deliberate upon any item within the subject matter jurisdiction of the Board or district (Government Code 54952.2)

A majority of the Board shall not, outside of an authorized meeting, use a series of communications of any kind, directly or through intermediaries, to discuss, deliberate, or take action on any item that is within the subject matter jurisdiction of the Board. However, an employee or district official may engage in separate conversations with Board members in order to answer questions or provide information regarding an item within the subject matter jurisdiction of the Board, as long as that employee or district official does not communicate the comments or position of any Board members to other Board members. (Government Code 54952.2)

In order to help ensure the participation of individuals with disabilities at Board meetings, the Superintendent or designee shall provide appropriate disability-related accommodations or modifications upon request in accordance with the Americans with Disabilities Act. (Government Code 54953.2, 54954.1)

**Regular Board Meetings**

The Governing Board shall hold regular Board meetings each month. The calendar of regular Board meetings shall be established and adopted at the December organizational meeting each year. The meetings shall be announced in advance through local newspapers and other means as may appear appropriate, which shall include the date, time, and place of all regular meetings. The meetings will normally be held at 7:00 p.m. in the Board Room at the District Office of the Placentia-Yorba Linda Unified School District. Closed sessions will normally be held at 6:00 p.m., an hour before the regular meeting. If the Board chooses to meet at a different place and/or time, proper advance notification shall be given. The subject of the call shall be listed.

At least 72 hours prior to a regular meeting, the agenda shall be posted at one or more locations freely accessible to members of the public and on the district's Internet website. (Government Code 54954.2)

Whenever agenda materials relating to an open session of a regular meeting are distributed to the Board less than 72 hours before the meeting, the Superintendent or designee shall make the materials available for public inspection at a public office or location designated for that purpose. (Government Code 54957.5)

**Special Board Meetings**

Special meetings of the Board may be called at any time by the presiding officer or a majority of the Board members. However, a special meeting shall not be called regarding the salary, salary schedule, or other compensation of the Superintendent, assistant superintendent, or other management employee as described in Government Code 3511.1. (Government Code 54956)

Written notice of special meetings shall be delivered personally or by any other means to all Board members and the local media who have requested such notice in writing. The notice also shall be posted on the district's Internet website. The notice shall be received at least 24 hours before the time of the meeting. The notice shall also be posted at least 24 hours before the meeting in a location freely accessible to the public. The notice shall specify the time and place of the meeting and the business to be transacted or discussed. No other business shall be considered at this meeting. (Education Code 35144; Government Code 54956)

Any Board member may waive the 24-hour written notice requirement prior to the time of the meeting by filing a written waiver of notice with the clerk or secretary of the Board or by being present at the meeting at the time it convenes. (Government Code 54956)

Every notice of a special meeting shall provide an opportunity for members of the public to directly address the Board concerning any item that has been described in the meeting notice, before or during the item's consideration. (Government Code 54954.3)

**Emergency Board Meetings**

In the case of an emergency situation for which prompt action is necessary due to the disruption or threatened disruption of public facilities, the Board may hold an emergency meeting without complying with the 24-hour notice and/or 24-hour posting requirement for special meetings pursuant to Government Code 54956. The Board shall comply with all other requirements for special meetings during an emergency meeting. (Government Code 54956.5)

An emergency situation means either of the following: (Government Code 54956.5)

1. An emergency, which shall be defined as a work stoppage, crippling activity, or other activity that severely impairs public health and/or safety as determined by a majority of the members of the Board.
2. A dire emergency, which shall be defined as a crippling disaster, mass destruction, terrorist activity, or threatened terrorist act that poses peril so immediate and significant that requiring the Board to provide one-hour notice before holding an emergency meeting may endanger the public health and/or safety as determined by a majority of the members of the Board.

Except in the case of a dire emergency, the Board president or designee shall give notice of the emergency meeting by telephone at least one hour before the meeting to the local media that have requested notice of special meetings. All telephone numbers provided by the media in the most recent request for notification must be exhausted. If telephone services are not functioning, the notice requirement of one hour is waived and, as soon after the meeting as possible, the Board shall notify those media representatives of the meeting and shall describe the purpose of the meeting and any action taken by the Board. In the case of a dire emergency, the Board president or designee shall give such notice at or near the time he/she notifies the other members of the Board about the meeting. (Government Code 54956.5)

The minutes of the meeting, a list of persons the Board president or designee notified or attempted to notify, a copy of the roll call vote, and any actions taken at the meeting shall be posted for at least 10 days in a public place as soon after the meeting as possible. (Government Code 54956.5)

### **Adjourned/Continued Board Meetings**

A majority vote by the Board may adjourn/continue any regular or special meeting to a later time and place that shall be specified in the order of adjournment. Less than a quorum of the Board may adjourn such a meeting. If no Board members are present, the secretary may declare the meeting adjourned to a later time and shall give notice in the same manner required for special meetings. (Government Code 54955)

Within 24 hours after the time of adjournment, a copy of the order or notice of adjournment/continuance shall be conspicuously posted on or near the door of the place where the meeting was held. (Government Code 54955)

### **Study Sessions, Retreats, Public Forums, and Discussion Meetings**

The Board may occasionally convene a study session or public forum to study an issue in more detail or to receive information from staff or feedback from members of the public.

The Board may also convene a retreat or discussion meeting to discuss Board roles and relationships.

Public notice shall be given in accordance with law when a quorum of the Board is attending a study session, retreat, public forum, or discussion meeting. All such meetings shall comply with the Brown Act and shall be held in open session and within district boundaries. Action items shall not be included on the agenda for these meetings.

### **Other Gatherings**

Attendance by a majority of Board members at any of the following events is not subject to the Brown Act provided that a majority of the Board members do not discuss specific district business among themselves other than as part of the scheduled program: (Government Code 54952.2)

1. A conference or similar public gathering open to the public that involves a discussion of issues of general interest to the public or to school board members
2. An open, publicized meeting organized by a person or organization other than the district to address a topic of local community concern
3. An open and noticed meeting of another body of the district
4. An open and noticed meeting of a legislative body of another local agency
5. A purely social or ceremonial occasion
6. An open and noticed meeting of a standing committee of the Board provided that the Board members who are not members of the standing committee attend only as observers

Individual contacts or conversations between a Board member and any other person are not subject to the Brown Act. (Government Code 54952.2)

**Location of Meetings**

Meetings shall not be held in a facility that prohibits the admittance of any person on the basis of ancestry or any characteristic listed in Government Code 11135, including, but not limited to, religion, sex, or sexual orientation. In addition, meetings shall not be held in a facility which is inaccessible to individuals with disabilities or where members of the public must make a payment or purchase in order to be admitted. (Government Code 54961)

Meetings shall be held within district boundaries, except to do any of the following: (Government Code 54954)

1. Comply with state or federal law or court order or attend a judicial or administrative proceeding to which the district is a party.
2. Inspect real or personal property which cannot conveniently be brought into the district, provided that the topic of the meeting is limited to items directly related to the property.
3. Participate in meetings or discussions of multiagency significance, provided these meetings are held within one of the other agencies' boundaries, with all participating agencies giving notice required by law.
4. Meet in closest meeting facility if the district has no meeting facility within its boundaries or if its principal office is located outside the district.
5. Meet with elected or appointed state or federal officials when a local meeting would be impractical, solely to discuss legislative or regulatory issues affecting the district over which the state or federal officials have jurisdiction.
6. Meet in or near a facility owned by the district but located outside the district, provided the meeting agenda is limited to items directly related to that facility.
7. Visit the office of the district's legal counsel for a closed session on pending litigation, when doing so would reduce legal fees or costs.
8. Attend conference on nonadversarial collective bargaining techniques.
9. Interview residents of another district regarding the Board's potential employment of an applicant for Superintendent of the district.
10. Interview a potential employee from another district.

Meetings exempted from the boundary requirements, as specified in items #1-10 above, shall still be subject to the notice and open meeting requirements for regular and special meetings when a quorum of the Board attends the meeting.

If a fire, flood, earthquake, or other emergency renders the regular meeting place unsafe, meetings shall be held for the duration of the emergency at a place designated by the Board president or designee, who shall so inform all news media who have requested notice of special meetings by the most rapid available means of communication. (Government Code 54954)

**Teleconferencing**

A teleconference is a meeting of the Board in which Board members are in different locations, connected by electronic means through audio and/or video. (Government Code 54953)

The Board may use teleconferences for all purposes in connection with any meeting within the Board's subject matter jurisdiction. All votes taken during a teleconference meeting shall be by roll call. (Government Code 54953)

During the teleconference, at least a quorum of the members of the Board shall participate from locations within district boundaries. (Government Code 54953)

Agendas shall be posted at all teleconference locations and shall list all teleconference locations whenever they are posted elsewhere. Additional teleconference locations may be provided to the public. (Government Code 54953)

All teleconference locations shall be accessible to the public. All teleconferenced meetings shall be conducted in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the Board, including the right of the public to address the Board directly at each teleconference location. (Government Code 54953)

All Board policies, administrative regulations, and bylaws shall apply equally to meetings that are teleconferenced. The Superintendent or designee shall facilitate public participation in the meeting at each teleconference location.

**LEGAL REFERENCE**

<u>Education Code:</u>	35140	Time and place of meetings
	35143	Annual organizational meeting, date, and notice
	35144	Special meetings
	35145	Public meetings
	35145.5	Agenda; public participation; regulations
	35146	Closed Sessions
	35147	Open meeting law exceptions and applications
<u>Government Code:</u>	3511.1	Local agency executives
	11135	State programs and activities, discrimination
	54950-54963	The Ralph M. Brown Act, especially:
	54953	Meetings to be open and public; attendance
	54954	Time and place of regular meetings
	54954.2	Agenda posting requirements, board actions
	54956	Special meetings; call; notice
	54956.5	Emergency meetings
<u>U.S. Code, Title 42</u>	12101-12213	Americans with Disabilities Act
<u>Code of Federal Regulations, Title 28</u>	35.160	Effective communications
	36.303	Auxiliary aids and services

Bylaw adopted: 8/4/75  
Bylaw revised: 2/25/80  
Bylaw revised: 1/26/87  
Bylaw revised: 1/9/89  
Bylaw revised: 4/28/92  
Bylaw revised: 3/23/93  
Bylaw revised: 11/12/13

Effective November 12, 2013, the above Board Bylaw incorporated content from the following Board Bylaws, which were deleted on the same date:

- BB 9321.2, *Special Board Meetings*
- BB 9321.3, *Adjourned Board Meetings*
- BB 9321.4, *Emergency Board Meetings*







## **BOARD BYLAW**

Placentia-Yorba Linda Unified School District

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Bylaws of the Board

9321.3 - BB

### **~~ADJOURNED BOARD MEETINGS~~**

~~The Board of Education of the Placentia-Yorba Linda Unified School District, by a majority vote, may adjourn any board meeting at any place in the agenda of the meeting if arrangements are made to complete the items of business at an adjourned meeting which shall be set to convene at a predetermined time and place. A copy of the notice of adjournment shall be posted within twenty-four hours after the time of the adjournment as required by Government Code, Section 54955.~~

~~If no members are present at any regular or adjourned regular meeting, the secretary or clerk may declare the meeting adjourned to a later time and shall give notice in the same manner required for special meetings.~~

LEGAL REFERENCE: Government Code Section 54955

Bylaw adopted: 8/4/75  
Bylaw revised: 3/28/95

**BOARD BYLAW**

Placentia-Yorba Linda Unified School District

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Bylaws of the Board

9321.4 - BB

**~~EMERGENCY BOARD MEETINGS~~**

~~The board may hold an emergency board meeting involving matters upon which prompt action is necessary due to the disruption or threatened disruption of public facilities. An "emergency situation" means any of the following:~~

- ~~1. Work stoppage or other activity which severely impairs public health, safety, or both, as determined by a majority of the members of the board.~~
- ~~2. Crippling disaster which severely impairs public health, safety, or both, as determined by a majority of the members of the board.~~

~~The board may hold an emergency meeting without complying with either or both of the 24-hour notice requirement or the 24-hour posting requirement for special meetings in accordance with Government Code, Section 54956.5.~~

~~However, each local newspaper of general circulation and radio or television station which has requested notice of special meetings shall be notified by the board president, or designee thereof, one hour prior to the emergency meeting by telephone. All telephone numbers provided in the most recent request of such newspaper or station for notification of special meetings shall be exhausted. In the event that telephone services are not functioning, the notice requirements shall be deemed waived, and the board president, or designee thereof, shall notify such newspapers, radio station, or television stations of the special meeting, the purpose of the meeting, and any action taken at the meeting as soon after the meeting as possible.~~

~~The board shall not meet in closed session during emergency meetings. All special meeting requirements, with the exception of the 24-hour notice and posting requirements, shall be applicable to emergency meetings.~~

~~The minutes of an emergency meeting, a list of persons who the board president, or designee thereof, notified or attempted to notify, a copy of the roll call vote, and any actions taken at such meeting shall be posted for a minimum of ten (10) days in a public place as soon after the meeting as possible.~~

LEGAL REFERENCE: Government Code Section 54956.5

Bylaw adopted: 2/10/87

Bylaw revised: 3/28/95

**BOARD BYLAW**  
Placentia-Yorba Linda Unified School District

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Bylaws of the Board

~~9322.21-E/9300-E - BB~~

**~~GOVERNMENT CODE EXCERPTS~~**

~~Section 6254 Exemption of particular records (except as provided in Section 6254.7 - Air Pollution Data)~~

~~Nothing in this chapter shall be construed to require disclosure of records that are:~~

- ~~1. Preliminary drafts, notes, or interagency or intraagency memoranda which are not retained by the public agency in the ordinary course of business, provided that the public interest in withholding such records clearly outweighs the public interest in disclosure~~
- ~~2. Records pertaining to pending litigation to which the public agency is a party, or to claims made pursuant to Division 3.6 (commencing with Section 810) of Title I of the Government Code, until such litigation or claim has been finally adjudicated or otherwise settled~~
- ~~3. Personnel, medical, or similar files, the disclosure of which would constitute an unwarranted invasion of personal privacy~~
- ~~4. Trade secrets~~
  - ~~1) Applications filed with any state agency responsible for the regulation or supervision of the issuance of securities or of financial institutions, including, but not limited to, banks, savings and loan associations, industrial loan companies, credit unions, and insurance companies~~
  - ~~2) Examination, operating, or condition reports prepared by, on behalf of, or for the use of any state agency referred to in subdivision~~
  - ~~3) Preliminary drafts, notes, or interagency or intraagency communications prepared by, on behalf of, or for the use of any state agency referred to in subdivision (1)~~
  - ~~4) Information received in confidence by any state agency referred to in subdivision (1)~~
- ~~5. Geological and geophysical data, plant production data, and similar information relating to utility systems development, or market or crop reports, which are obtained in confidence from any person~~

- ~~6. Records of complaints to or investigations conducted by, or records of intelligence information or security procedures of, the state or local police agency, or any such investigatory or security files compiled by any other state or local agency for correctional, law enforcement or licensing purposes~~
- ~~7. Test questions, scoring keys, and other examination data used to administer a licensing examination, examination for employment, or academic examination~~
- ~~8. The contents of real estate appraisals, engineering or feasibility estimates and evaluations made for or by the state or local agency relative to the acquisition of property, or to prospective public supply and construction contracts, until such time as all of the property has been acquired or all of the contract agreements obtained, provided, however, the law of eminent domain shall not be affected by this provision~~
- ~~9. Information required from any taxpayer in connection with the collection of local taxes which is received in confidence and the disclosure of the information to other persons would result in unfair competitive disadvantage to the person supplying such information~~
- ~~10. Library and museum materials made or acquired and presented solely for reference or exhibition purposes~~
- ~~11. Records the disclosure of which is exempted or prohibited pursuant to provisions of Federal or state law, including, but not limited to, provisions of the Evidence Code relating to privilege~~
- ~~12. In the custody of or maintained by the Governor or employees of the Governor's office employed directly in his office, provided that public records shall not be transferred to the custody of the Governor's office to evade the disclosure provisions of this chapter~~
- ~~13. In the custody of or maintained by the Legislative Counsel~~
- ~~14. Statements of personal worth or personal financial data required by a licensing agency and filed by an applicant with such licensing agency to establish his personal qualification for the license, certificate, or permit applied for~~

~~Nothing in this section is to be construed as preventing an agency from opening its records concerning the administration of the agency to public inspection, unless disclosure is otherwise prohibited by law.~~

~~Section 6255 Justification for withholding records~~

~~The agency shall justify withholding any record by demonstrating that the record in question is exempt under express provisions of this chapter or that on the facts of the particular case the public interest served by not making the record public clearly outweighs the public interest served by disclosure of the record.~~

LEGAL REFERENCE: Government Code Section 54957.9

Bylaw adopted: 8/4/75

**BOARD BYLAW**

Placentia-Yorba Linda Unified School District

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Bylaws of the Board

9323 - BB

**AGENDA/MEETING MATERIALS**

**Agenda Content**

Governing Board meeting agendas shall state the meeting time and place and shall briefly describe each business item to be transacted or discussed including items to be discussed in closed session. (Government Code 54954.2)

The agenda shall provide members of the public the opportunity to address the Board on any agenda item before or during the Board’s consideration of the item. The agenda shall also provide members of the public an opportunity to testify at regular meetings on matters which are not on the agenda but which are within the subject matter jurisdiction of the Board. (Education Code 35145.5; Government Code 54954.3)

Each meeting agenda shall list the address designated by the Superintendent or designee for public inspection of agenda documents that have been distributed to the Board less than 72 hours before the meeting.

The agenda shall specify that an individual should contact the Superintendent or designee if he/she requires disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the Board meeting.

**Agenda Preparation**

The Superintendent, as Secretary to the Board of Education of the Placentia-Yorba Linda Unified School District, shall prepare agendas for all meetings of the Board.

Any Board member or member of the public may request that a matter within the jurisdiction of the Board be placed on the agenda of a regular meeting. Items to be placed on the agenda must be submitted on the form provided by the district at least ten days prior to the next regular meeting of the Governing Board, along with all back-up material the person wishes to be considered by the Board.

The Superintendent shall decide whether a request is within the subject matter jurisdiction of the Board. Items not within the subject matter jurisdiction of the Board may not be placed on the agenda. In addition, before placing the item on the agenda, the Superintendent shall determine if the item is merely a request for information or whether the issue is covered by an existing policy or administrative regulation. The Superintendent, at his discretion, shall decline to agendize an item if that same item or one substantially similar has been previously agendized in the past six (6) months.

The Superintendent shall decide whether an agenda item is appropriate for discussion in open or closed session, and whether the item should be an action item subject to Board vote, an information item that does not require immediate action, or a consent item that is routine in nature and for which no discussion is anticipated.

Any Board action that involves borrowing \$100,000 or more shall be discussed, considered, and deliberated upon as a separate item of business on the meeting agenda. (Government Code 53635.7)

All public communications with the Board are subject to requirements of relevant Board policies and administrative regulations.

### **Consent Agenda/Calendar**

In order to promote efficient meetings, the Board may bundle a number of items and act upon them together by a single vote through the use of a consent agenda. Consent agenda items shall be items of a routine nature and items for which Board discussion is not anticipated and for which the Superintendent recommends approval.

When any Board member requests the removal of an item from the consent agenda, the item shall be removed and given individual consideration for action as a regular agenda item.

The agenda shall provide an opportunity for members of the public to comment on any consent agenda item that has not been previously considered. However, the agenda need not provide an opportunity for public comment when the consent agenda item has previously been considered at an open meeting of a committee comprised exclusively of all the Board members provided that members of the public were afforded an opportunity to comment on the item at that meeting, unless the item has been substantially changed since the committee considered it. (Government Code 54954.3)

### **Agenda Dissemination to Board Members**

At least three days before each regular meeting, each Board member shall be provided a copy of the agenda and agenda packet, including the Superintendent or designee's report; minutes to be approved; copies of communications; reports from committees, staff, citizens, and others; and other available documents pertinent to the meeting.

When special meetings are called, the Superintendent or designee shall make every effort to distribute the agenda and supporting materials to Board members as soon as possible before the meeting.

Board members shall review agenda materials before each meeting. Individual members may confer directly with the Superintendent or designees to ask questions and/or request additional information on agenda items. However, a majority of Board members shall not directly or through intermediaries or electronic means discuss, deliberate, or take action on any matter within the subject matter jurisdiction of the Board.

### **Agenda Dissemination to Members of the Public**

The Superintendent or designee shall mail a copy of the agenda or a copy of all the documents constituting the agenda packet to any person who requests the items. The materials shall be mailed at the time the agenda is posted or upon distribution of the agenda to a majority of the Board, whichever comes first. (Government Code 54954.1)

If a document which relates to an open session agenda item of a regular Board meeting is distributed to the Board less than 72 hours prior to a meeting, the Superintendent or designee shall make the document available for public inspection at a designated location at the same time the document is distributed to all or a majority of the Board, provided the document is a public record under the Public Records Act. (Government Code 54957.5)

Any document prepared by the district or Board and distributed during a public meeting shall be made available for public inspection at the meeting. Any document prepared by another person shall be made available for public inspection after the meeting. These requirements shall not apply to a document that is exempt from public disclosure under the Public Records Act. (Government Code 54957.5)

Upon request, the Superintendent or designee shall make the agenda, agenda packet, and/or any writings distributed at the meeting available in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act. (Government Code 54954.1)

Any request for mailed copies of agendas or agenda packets shall be in writing and shall be valid for the calendar year in which it is filed. Written requests must be renewed following January 1 of each year. (Government Code 54954.1)

Persons requesting mailing of the agenda or agenda packet shall pay an annual fee, as determined by the Superintendent or designee, not to exceed the cost of providing the service.

### **Order of Business**

The business of the meeting will normally be considered in the order in which it appears on the agenda except that the presiding officer, with the consensus of the other Board members, may, as a matter of discretion, vary the order or procedures in accordance with the Placentia-Yorba Linda Unified School District Board Policy 9325.2, "Rules of Order."

### **REGULAR MEETING ORDER OF BUSINESS**

The regular order of business shall be as follows, and all items shall be printed on the agenda:

1. Call to Order
2. Closed Session
3. Pledge of Allegiance
4. Roll Call
5. Approval of Agenda
6. Approval of Minutes
7. Recognition/Presentations
8. Public Comment
9. Student Board Report
10. Superintendent's Report
11. Consent Calendar
12. General Functions
13. Facilities and Planning

14. Curriculum and Instruction/Pupil Personnel
15. Business and Financial
16. Personnel
17. Communications and Board Report
18. Board Information
19. Adjournment

### SPECIAL MEETINGS

Agenda items for special meetings shall include only those specified in the call for the meeting. The order of business shall be as follows and all items shall be printed on the agenda.

1. Call to Order
2. Closed Session
3. Pledge of Allegiance
4. Roll Call
5. Approval of Agenda
6. Subject of the Call - statement thereof
7. Recognition/Presentations
8. Public Comment – specific to subject of call
9. Superintendent's Report
10. Subject of the Call - agenda item(s) in order and class per 11-16 of above listing of regular meeting order of business listed as required
11. Communications and Board Report
12. Adjournment



ADJOURNED MEETINGS

In the event of an adjourned meeting, the agenda will contain only those items which were not completed at the regular or special meeting which was adjourned. The order of business shall include Public Comment and the opportunity for Closed Session.

Legal Reference: <u>Education Code</u>	Section 35144
	Section 35145
	Section 35145.5
<u>Government Code</u>	Section 6250-6270
	Section 53635.7
	Section 54954.1
	Section 54954.2
	Section 54954.3
	Section 54954.5
	Section 54956.5
	Section 54957.5
	Section 54960.2
<u>United States Code, Title 42</u>	12101-12213
<u>Code of Federal Regulations, Title 28</u>	35.160
	36.303

Bylaw adopted:	8/4/75
Bylaw revised:	3/6/78
Bylaw revised:	1/8/79
Bylaw revised:	4/13/81
Bylaw revised:	7/26/82
Bylaw revised:	12/9/85
Bylaw revised:	9/2/86

Bylaw revised: 10/27/86

Bylaw revised: 1/12/87

Bylaw revised: 3/9/87

Bylaw revised: 12/7/87

Bylaw revised: 4/25/88  
(Editing)

Bylaw reviewed: 2/6/89

Bylaw reviewed: 12/10/91

Bylaw reviewed: 7/28/92

Bylaw reviewed: 7/27/93

Bylaw reviewed: 7/26/94

Bylaw reviewed: 7/27/95

Bylaw revised: 9/26/95

Bylaw revised: 8/27/96

Bylaw revised: 8/26/97

Bylaw revised: 2/24/98

Bylaw revised: 1/12/99

Bylaw revised: 9/10/02

Bylaw revised: 9/18/07

Bylaw revised: 5/8/12

Bylaw revised: 11/12/13

Effective November 12, 2013, the above Board Bylaw incorporated content from the following Board Bylaws, which were deleted on the same date:

- Board Bylaw 9320, *Board Meetings*
- Board Bylaw 9324, *Advance Delivery of Meeting Materials*

## **BOARD BYLAW**

Placentia-Yorba Linda Unified School District

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### Bylaws of the Board

9324 - BB

#### **ADVANCE DELIVERY OF MEETING MATERIALS**

~~Distribution of agendas and other materials for board meetings, including any received from other sources pertinent to public hearings or other business scheduled on the agenda, shall be made by the superintendent as Secretary to the Board.~~

#### Regular Meetings

~~A copy of the agenda shall be forwarded to each board member four days (72 hour legal minimum) prior to a scheduled meeting date with minutes to be approved, copies of communications, reports from committees, staff, citizens and others, and such other documents and exhibits which are available and pertinent to the meeting. Board members may contact the Secretary to the Board or other appropriate staff members to obtain any additional desired information.~~

~~When supportive material for an agenda item of a regular meeting has been unavoidably delayed, it will be delivered separately to board members at least 48 hours prior to the meeting. If the supportive data is delayed beyond that time, the agenda item will be recommended for deferral.~~

#### Special Meetings

~~When a special meeting is called, agendas with supportive information will be delivered to members of the board at least 24 hours prior to it. If adequate notice is available for the special meeting called, agendas and supportive materials will be delivered four days prior to that meeting.~~

#### Emergency Meetings

~~In the case of an emergency situation involving matters upon which prompt action is necessary due to the disruption or threatened disruption of public facilities, the board may hold an emergency meeting without complying with the 24-hour notice requirement of Government Code, Section 54956.~~

~~However, each local newspaper of general circulation and radio or television station which has requested notice of special meetings pursuant to Government Code, Section 54956 shall be notified by the board president, or designee thereof, one hour prior to the emergency meeting by telephone and shall exhaust all telephone numbers provided in the most recent request of such newspaper or station for notification of special meetings. In the event that telephone services are not functioning the notice requirements of this section shall be deemed waived, and the board, or designee thereof, shall notify such newspapers, radio stations, or television stations of the fact of the holding of the special meeting, the purpose of the meeting, and any action taken at the meeting as soon after the meeting as possible.~~



## **BOARD BYLAW**

### Placentia-Yorba Linda Unified School District

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#### Bylaws of the Board

9325.3 - BB

#### **ACTIONS BY THE BOARD**

Every official action taken by the Board of Education of the Placentia-Yorba Linda Unified School District at a duly constituted meeting shall be affirmed by a formal vote of the members of the Board. The official position of the Board on any given question shall be established by a motion duly made and seconded by members of the Board and approved by a majority vote of all the membership. When the law prescribes the need for a specific majority vote (2/3, 4/5, or unanimous) for the passage of a motion, the Board shall consider the motion accordingly.

All voting shall be by voice with a roll call being required when requested by any member of the Board. Individual votes will be recorded in the minutes unless action is unanimous. Any member has the right to change his or her vote up to the time the vote is announced by the presiding officer.

An "action" by the Board means: (Government Code 54952.6)

1. A collective decision by a majority of the Board members.
2. A collective commitment or promise by a majority of the Board members to make a positive or negative decision.
3. A vote by a majority of the Board members when sitting as the Board upon a motion, proposal, resolution, order, or ordinance.

The Board shall not take action by secret ballot, whether preliminary or final. (Government Code 54953)

Actions taken by the Board in open session shall be recorded in the Board minutes.

#### **Action on Non-Agenda Items**

After publicly identifying the item, the Board may take action on a subject not appearing on the posted meeting agenda under any of the following conditions: (Government Code 54954.2)

1. The Board, by majority vote of its members, determines that an emergency situation exists as defined for emergency meetings pursuant to Government Code 54956.5.
2. The Board determines, either by a 2/3 majority of its members or, if unavailable, by the unanimous vote of all members present, that the need to take immediate action came to the district's attention after the posting of the agenda.
3. The matter was properly posted for a previous meeting occurring not more than five days earlier and was continued to the meeting at which action is being taken.

**Actions Requiring a 2/3 Vote of the Board Include:**

1. Resolution declaring intention to sell or lease real property. (Education Code 17466)
2. Resolution declaring intent of Board to convey or dedicate property to the state or any political subdivision for the purpose specified in Education Code 17556. (Education Code 17557)
3. Resolution authorizing and directing the Board president, or any other presiding officer, secretary, or member, to execute a deed of dedication or conveyance of property to the state or a political subdivision. (Education Code 17559)
4. Lease for up to three (3) months of school property which has a residence on it and which cannot be developed for district purposes because funds are unavailable. (Education Code Section 17481)
5. Temporary borrowing before receipt of fiscal income, if implemented pursuant to Government Code 53820-53833. Approval of county auditor and treasurer is required for this action. (Government Code 53821)
6. Upon complying with Government Code 65352.2 and Public Resources Code 21151.2, ordering city or county zoning ordinances inapplicable to a proposed use of the property by the district. (Education Code 53094)
7. Resolution to transfer excess local funds from a deferred maintenance fund when state funds are insufficient to match local funds being held in the deferred maintenance fund. (Education Code 17582, 17583)
8. Resolution of intent to issue general obligation bonds with the approval of 55 percent of the voters of the district. (Education Code 15266)
9. Resolution of intent to issue bonds within a school facilities improvement district with the approval of 55 percent of the voters of the school facilities improvement district. (Education Code 15266)
10. Resolution to place a parcel tax on the ballot. (Government Code 53724)

**Actions Requiring a 2/3 Vote of the Board Members Present at the Meeting:**

1. Determination that there is a need to take immediate action and that the need for action came to the district's attention after the posting of the agenda. If less than two-thirds of the Board members are present at the meeting, a unanimous vote of all members present is required. (Government Code 54954.2)
2. Determination that a closed session is necessary during an emergency meeting. If less than two-thirds of the Board members are present, a unanimous vote of all members present is required. (Government Code 54956.5)

**Actions Requiring a 4/5 Vote of the Board Include:**

1. The expenditure and transfer of necessary funds and use of district property and personnel to meet a national or local emergency created by war, military, naval or air attack, or sabotage, or to provide for adequate national or local defense. (Government Code 53790-53792)

2. Adoption of a resolution, between July 15 and August 30, to borrow funds of up to 25% of the estimated income and revenue to be received by the district during the fiscal year from apportionments based on ADA for the preceding year. (Government Code 53822 -53824)
3. Declaration of an emergency in order to authorize the district to include a particular brand name or product in a bid specification. (Public Contract Code 3400)

**Actions Requiring a Unanimous Vote of the Board Include:**

1. Resolution authorizing and prescribing the terms of a community lease for extraction of gas. (Education Code 17510-17511)
2. Waiver of the competitive bid process pursuant to Public Contract Code 20111 when the Board determines that an emergency exists and upon approval of the County Superintendent of Schools. (Public Contract Code 20113)

**Action Requiring a Unanimous Vote of the Board Members Present at the Meeting:**

Private sale of surplus property without advertisement requires the unanimous vote of the Board members present establishing that such property is not worth more than \$2,500. Disposal of surplus property in the local dump or donation to a charitable organization requires the unanimous vote of the Board members present establishing that the value of such property would not defray the cost of its sale. (Education Code 17546)

**Challenging Board Actions**

The district attorney's office or any interested person may file an action in court to stop or prevent the Board's violation or threats of violations of the Brown Act, to determine the applicability of the Brown Act to ongoing or future threatened Board actions, to determine the validity, under California or federal law, of any Board rule or action to penalize any of its members or otherwise discourage the member's expression, or to compel the Board to audio record its closed sessions because of its violation of any applicable Government Code provision. (Government Code 54960)

The district attorney or any interested person may present a demand that the Board cure and correct a Board action which he/she alleges is in violation of law regarding any of the following. (Government Code 54960.1)

1. Open meeting and teleconferencing (Government Code 54953)
2. Agenda posting (Government Code 54954.2)
3. Closed session item descriptions (Government Code 54954.5)
4. New or increased tax assessments (Government Code 54954.6)
5. Special meetings (Government Code 54956)
6. Emergency meetings (Government Code 54956.5)

Any demands to “cure and correct” an alleged violation shall clearly describe the challenged action and the nature of the alleged violation and shall be presented to the Board in writing within 90 days of the date when the action was taken. If the alleged violation concerns action taken in an open session but in violation of Government Code 54954.2 (agenda posting), the written demand must be made within 30 days of the date when the alleged action took place. (Government Code 54960.2)

Within 30 days of receiving the demand, the Board shall do one of the following: (Government Code 54960.1)

1. Cure or correct the challenged action and inform the demanding party in writing of its actions to cure or correct.
2. Determine not to cure or correct the alleged violation and inform the demanding party in writing of its decision to not cure or correct.
3. Take no action. If the Board takes no action within the 30-day review period, its inaction shall be considered a decision not to cure or correct the action.

In addition, the district attorney’s office or any interested party may file an action in court to determine the applicability of the Brown Act to any past Board action not specified in Government Code 54960.1, if the following conditions are met: (Government Code 54960.2)

1. Within nine months of the alleged violation, a cease and desist letter is submitted to the Board, clearly describing the past Board action and the nature of the alleged violation.
2. The time for the Board to respond has expired and the Board has not provided an unconditional commitment to cease and desist from and not repeat the past action alleged to have violated the Brown Act.

**LEGAL REFERENCE:**

<u>Education Code:</u>	15266 17466 17481  17510-17511  17546 17556-17561 17582-17583 35140-35149 35160-35178.4	School construction bonds Declaration of intent to sell or lease real property Lease of property with residence for nondistrict purposes Resolution requiring unanimous vote of all members constituting board Private sale of personal property Dedication of real property District deferred maintenance fund Meetings Powers and duties
<u>Government Code:</u>	53090-53097.5 53724 53790-53792 53820-53833 54950-54963 54952.6 54953  54960-54960.5 65352.2	Regulations of local agencies by counties and cities Parcel tax resolution requirements Exceeding the budget Temporary borrowing The Ralph M. Brown Act, especially: Action taken, definition Meetings to be open and public; attendance; secret ballots  Actions to prevent violations Coordination with planning agency



Public Contract Code: 3400  
20111  
20113

Bid specifications  
Contracts over \$50,000; contracts for construction;  
award to lowest responsible bidder  
Emergencies, award of contracts without bids

Bylaw adopted: 8/4/75  
Bylaw revised: 7/24/89  
Bylaw revised: 11/12/13