

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

Minutes
Regular Meeting
Board of Education

5:30 p.m., Tuesday, September 10, 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 5:30 p.m., Tuesday, September 10, 2013 at the District Educational Center, 1301 E. Orangethorpe Avenue, Placentia.

STUDY SESSION (5:30 – 6:28 p.m.)

Mr. Wade Olson, BB&T Insurance, presented information relative to the Affordable Care Act and facilitated Board member discussion.

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 6:30 p.m.

REGULAR SESSION

Reconvened to Regular Session at 7:12 p.m.

REPORT OUT OF CLOSED SESSION

1. The Board took action to appoint Jeffrey Louie as High School Activities Director, effective September 11, 2013.

Action: Carried
Ayes: 5
Noes: 0

Motion: Mrs. Carrie Buck
Second: Mrs. Judi Carmona

2. The Board took action to appoint Kevin Quinn as Administrator, Information Services, effective September 11, 2013.

Action: Carried
Ayes: 5
Noes: 0

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

PLEDGE OF ALLEGIANCE

CONSENT CALENDAR

1. Approved/ratified purchase orders in the following amounts: **(2013/2014)** - General Fund (01), \$1,620,669.79; Child Development Fund (12), \$15,867.14; Cafeteria Fund (13), \$118,502.04; Deferred Maintenance Fund (14), \$27,689.72; Capital Facilities Fund (25), \$134,532.18; Building Fund Measure A (Series A) Fund (26), \$68,693.38; Building Fund Measure A (Series B) Fund (27), \$34,295.42; Building Fund Measure A (Series C) Fund (28), \$4,967.55; Building Fund Measure A (Series D) Fund (30), \$17,753.14; Building Fund Measure A (Series E) Fund (31), \$17,948.54; School Facilities Fund Prop 47 Fund (39), \$14,880.00; Special Reserve - Cap Outlay Fund (40), \$22,760.92; Insurance Workers' Comp. Fund (68), \$4,900.00
2. Approved warrant listings in the following amounts: Warrant Registers # 832701 through 843169; current year expenditures (August 04, 2013 through August 24, 2013) \$3,782,976.53; total prior year expenditures, \$887,242.94 (2012-2013); payroll registers 1B, \$2,068,678.43
3. Approved the continued use of Bid No. 209-13 Canon Brand Xerographic Equipment Cost Per Copy Full Service Maintenance Agreement to Konica Minolta Business Solutions, October 1, 2013 through September 30, 2014.
4. Accepted as complete the project(s) listed and authorized filing Notice(s) of Completion. (See attached.)
5. Adopted Resolution No. 4 identifying the actual appropriations limit for 2012-2013 and establishing estimated appropriations limit for 2013-2014. (See attached.)
6. Approved Professional Service Agreement with Eagle Aerial Imaging for aerial imaging and software services. Contract No.1314-11. Contract period July 1, 2013 through December 31, 2014.
7. Authorized the use of Waterford Unified School District Bid No. 01/12 School Buses and all addenda thereto.
8. Approved Agreement for Special Services (fiscal and mandated costs) with School Services of California, Inc., from October 1, 2013 through September 30, 2014.
9. Approved renewal of agreement with Fieldman, Rolapp & Associates to provide financial services support through September 2014.
10. Approved Independent Contractor Agreements – Educational Services - as listed in accordance with Board Policy No. 4124, Retention of Consultants. (See attached.)
11. Approved special education master contracts. (Individual contracts on file.) (See attached.)
12. Approved the Memorandum of Understanding between the Orange County Superintendent of Schools and the Placentia-Yorba Linda Unified School District for the period beginning July 1, 2013 through June 30, 2014 for the provision of educational services to students with disabilities.
13. Approved/ratified extended field trips as listed in accordance with Board Policy No. 6153, Field Trips. (See attached.)
14. Accepted gifts as listed, such action being in compliance with Education Code Section 41032, and directed the Superintendent to send letters of appreciation. (See attached.)

CONSENT CALENDAR, Continued

- 15. Held by Board Member Carrie Buck.
- 16. Approved Classified Personnel Report. (See attached.)
- 17. Approved Certificated Personnel Report. (See attached.)

Approved the above listed recommendations, as amended.

Action: Carried	Motion: Mrs. Carrie Buck
Ayes: 5	Second: Mr. Eric Padget
Noes: 0	

- 15. Adopted Resolution No. 5 designating October 28 to November 1, 2013, as “Red Ribbon Week” in the Placentia-Yorba Linda Unified School District. (See attached.)

Action: Carried	Motion: Mrs. Carrie Buck
Ayes: 5	Second: Mrs. Judi Carmona
Noes: 0	

GENERAL FUNCTIONS

- 1. Appointed Andrea Bae as the student Board representative for the first semester of the 2013-2014 school year.

Action: Carried	Motion: Mrs. Karin Freeman
Ayes: 5	Second: Mr. Eric Padget
Noes: 0	

- 2. Adopted revised Board Policy 4111.1, Equal Employment Opportunity (EEO). (See attached.)

Action: Carried	Motion: Mr. Eric Padget
Ayes: 5	Second: Mrs. Karin Freeman
Noes: 0	

- 3. Delete Board Policies 4118.11, 4211.1, and 4218.11, Equal Employment Opportunity, first reading.

Action: Carried	Motion: Mrs. Judi Carmona
Ayes: 5	Second: Mrs. Carrie Buck
Noes: 0	

- 4. Revise Board Policy 4112.42, Tobacco Free Work Environment, first reading.

Action: Carried	Motion: Mr. Eric Padget
Ayes: 5	Second: Mrs. Carrie Buck
Noes: 0	

GENERAL FUNCTIONS, Continued

- 5. Delete Board Policy 4212.42, Designation of Employee Smoking Areas, first reading.

Action: Carried
 Ayes: 5
 Noes: 0

Motion: Mrs. Judi Carmona
 Second: Mrs. Carrie Buck

- 6. Adopted revised Board Policy 5113, *Attendance and Excuses*. (See attached.)

Action: Carried
 Ayes: 5
 Noes: 0

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

- 7. Adopted revised Board Policy 5131.10, *Tobacco Free Schools*. (See attached.)

Action: Carried
 Ayes: 5
 Noes: 0

Motion: Mrs. Carrie Buck
 Second: Mrs. Judi Carmona

BUSINESS AND FINANCIAL

Approved the revised June 30, 2013 fund balances and unaudited actuals as reflected in the SACS Financial Report.

Action: Carried
 Ayes: 5
 Noes: 0

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

COMMUNICATIONS

- 1. Letter of introduction from Daniel Rudderow regarding business consulting
- 2. Email communication from State Senator Bob Huff
- 3. Email communication from former State Assemblyman Chris Norby

BOARD REPORT

- 1. Mrs. Karin Freeman shared briefly regarding the celebration of life event in memory of Pat Hadley at Valencia High School. It was nice to see so many students, including alumni, in attendance expressing their concern and care, among the others present. Mrs. Freeman enjoyed visits to 13 schools to see how things were going the first week of school and expressed appreciation to staff for their openness to her visits.
- 2. Mrs. Judi Carmona was pleased to have visited Wagner Elementary School on the first day of school. It was particularly special because her grandniece is beginning kindergarten at the school.
- 3. Mr. Eric Padget is looking forward to the grand opening of the district's Performing Arts Center. It will be a great venue for all of our students. Mr. Padget inquired about the status of maintenance/repair/replacement of classroom technology. He also indicated he would be unable to participate in Placentia's Heritage Day Parade on October 12, 2013 as he will be attending an event with his daughter who attends college in Washington. In conclusion, Mr. Padget thanked staff for the fencing that was installed at Bryant Ranch Elementary School and Yorba Linda Middle School and welcomed Student Board Representative Andrea Bae as well as Kristina Hohmann, who had addressed the Board during Public Comment and is a student teacher in the district.

BOARD REPORT, Continued

4. Mrs. Carrie Buck was pleased to see that so many teachers had opportunity to participate in preservice events this year.
5. Mrs. Carol Downey commented about the hot weather the first week of school, mentioning that it never fails to be the hottest week of the year. She was thankful for the HVAC systems that are up and running at our schools. Mrs. Downey enjoyed attending a couple of high school football games which are always enjoyable.

ADJOURNMENT

Time: 8:34 p.m.

Mrs. Carol Downey, President, adjourned the September 10, 2013 meeting of the Board of Education at 8:34 p.m. in memory of Patricia Hadley, art teacher and cross country coach at Valencia High School.

Action: Carried
Ayes: 5
Noes: 0

Motion: Mrs. Karin Freeman
Second: Mrs. Judi Carmona

NEXT SCHEDULED MEETING

October 15, 2013

NOTICES OF COMPLETION

<u>P.O. Number</u>	<u>Contractor</u>	<u>Project</u>
307452	Adele Construction, Inc.	George Key School Labor, equipment, tools and materials to repair/coat north flat roofs
307454	Adele Construction, Inc.	Kraemer Middle School Labor, equipment, tools and materials to repair damaged/deteriorated cap sheet roof of canopy roof

PLACENTIA-YORBA LINDA UNIFIED SCHOOL DISTRICT
GANN AMENDMENT
APPROPRIATIONS LIMIT

RESOLUTION NO. 4
September 10, 2013

WHEREAS, Article XIII B of the California Constitution provides certain limitations and controls on the total annual appropriations of any school district; and

WHEREAS, Division 9 (commencing with Section 7900) of Title 1 of the Government Code provides for the implementation of Article XIII B; and

WHEREAS, Government Code Section 7900 provides that the governing body of each school district shall annually adopt a resolution, to identify the estimated appropriations limit for the district for the current fiscal year and the actual appropriations limit for the district for the preceding fiscal year.

NOW, THEREFORE, BE IT RESOLVED, the Board of Trustees of the Placentia-Yorba Linda Unified School District hereby resolves and declares as follows:

The actual appropriations limit for 2012-2013 was \$141,113,329.52 and the appropriations did not exceed the limitations imposed by Article XIII B of the California Constitution.

The appropriations limit for 2013-2014 is estimated to be \$149,391,534.15 and the appropriations do not exceed the limitations imposed by Article XIII B of the California Constitution.

AYES: MEMBERS: Carol Downey, Carrie Buck, Eric Padget, Judi Carmona, Karin Freeman

NOES: MEMBERS: None

ABSENT: MEMBERS: None

STATE OF CALIFORNIA)
) ss.
COUNTY OF ORANGE)

I, Doug Domene, Secretary of the Board of Education of the Placentia-Yorba Linda Unified School District of Orange County, California, hereby certify that the above and foregoing Resolution was duly and regularly adopted by said Board at a regular meeting thereof held on September 10, 2013 and passed by a unanimous vote of said Board.

IN WITNESS WHEREOF, I have set my hand this 10th day of September, 2013.

Doug Domene, Superintendent
Secretary, Board of Education

INDEPENDENT CONTRACTOR AGREEMENTS – EDUCATIONAL SERVICES

1. Segerstrom Center for the Arts Presenter of social science student assemblies by Michael Katz for Linda Vista Elementary, October 25, 2013; budgeted gift funds, NTE \$1,010.
2. Mystical Vibrations Provider of DJ music services for annual student jog-a-thon at Lakeview Elementary, October 25, 2013; budgeted gift funds, NTE \$350.
3. The Imagination Machine Presenter of language arts student assemblies for Sierra Vista Elementary, December 20, 2013 – February 7, 2014; budgeted gift funds, NTE \$1,025.
4. Segerstrom Center for the Arts Presenter of social science student assemblies for Sierra Vista Elementary, September 27, 2013; budgeted gift funds, NTE \$935.
5. California Weekly Explorer, Inc. Presenter of student assemblies on historical events for Sierra Vista Elementary, January 10 – January 27, 2014; budgeted gift funds, NTE \$2,405.
6. Jannine Perkins, Educational Consultant, LLC Presenter of CST data analysis and consultation for Mabel Paine Elementary, September 26, 2013 – February 4, 2014; budgeted categorical funds, NTE \$2,080.
7. Leslie A. Cooley, Ph.D. Presenter of group counseling strategies for special education psychologists, September 30 – October 1, 2013; budgeted special education funds, NTE \$5,000.
8. The Imagination Machine Presenter of language arts student assemblies for Linda Vista Elementary, January 24, 2014; budgeted gift funds, NTE \$1,325.
9. Richard K. DeBurgh Provider of consultation services for district Food Services department, September 11 – December 30, 2013; budgeted cafeteria funds, NTE \$5,000.
10. Jannine Perkins, Educational Consultant, LLC Provider of CST data analysis and consultation services for district, August 19, 2013 – December 31, 2013; budgeted categorical funds, NTE \$6,000.
11. Science on the Go Presenter of science student assemblies at Sierra Vista Elementary, November 8, 2013 – April 11, 2014; budgeted gift funds, NTE \$2,250.
12. Danny's Farm Provider of traveling animal assemblies at Valadez Middle School Academy, October 3, 2013; budgeted gift funds, NTE \$715.

13. Koons to the Moon, LLC - Jennifer Koons
Presenter of ELD programs at low and high incidence middle and high school sites, July 25, 2013 – June 30, 2014, budgeted categorical funds, NTE \$300.
14. LINKS Sign Language Interpreting Services/Division of Goodwill
Provider of sign language interpretation, September 3 – December 31, 2013; budgeted special education funds, NTE \$20,000.

SPECIAL EDUCATION MASTER CONTRACTS

1. Abby M. Rozenberg, M.S., CCC-SLP
Master Contract for Nonpublic, Nonsectarian School/Agency Services from July 1, 2013 to June 30, 2014; budgeted special education funds, NTE \$6,500.

2. Beacon Day School
Master Contract for Nonpublic, Nonsectarian School/Agency Services from July 1, 2013 to June 30, 2014; budgeted special education funds, NTE \$5,000.

EXTENDED FIELD TRIPS

1. Esperanza High School Men's Stanford Cross Country Invitational, September 20 - 22, 2013 in Palo Alto, California.

2. Yorba Linda High School Men's and Women's Clovis Cross Country Invitations, October 11-12, 2013 in Fresno, California

GIFTS

1. Checks totaling the amount of \$130 the Lopez Family to be used for classroom materials at Bryant Ranch Elementary School.
2. Check in the amount of \$25,000 from Brookhaven PTA to be used for instructional supplies, field trips, Meet the Masters and Outreach Concern at Brookhaven Elementary School.
3. Check in the amount of \$2,000 from Mr. Mark Weaser for the Connie Grosse Scholarship fund at El Dorado High School - Science department.
4. Check in the amount of \$75 from Ms. Sabine E. Apitz, Ph.D. for the Connie Grosse Scholarship fund at El Dorado High School – Science Department.
5. Check in the amount of \$500 from Mr. & Mrs. Paul Matthews for the Connie Grosse Scholarship fund at El Dorado High School – Science Department.
6. Check in the amount of \$150 from Mr. Douglas Lusk and Ms. Kathy Kawakami for the Connie Grosse Scholarship fund at El Dorado High School – Science Department.
7. Check in the amount of \$65 from Wells Fargo Community Support Campaign to be used for instructional materials at Esperanza High School.
8. Checks totaling the amount of \$625.04 from Wells Fargo Community Support Campaign and Foundation to be used for instructional materials at Glenknoll Elementary School.
9. Checks totaling the amount of \$25,047.54 from Linda Vista PTA to be used for Ticket to Read and Common Core instructional materials, student assemblies, technology equipment, student award stickers, and equipment insurance at Linda Vista Elementary School.
10. Check in the amount of \$527.85 from Ms. Laura Bowen to be used for student materials at Rose Drive Elementary School.
11. Check in the amount of \$500 from an anonymous donor to be used for instructional supplies at Travis Ranch School.

CLASSIFIED PERSONNEL REPORT

<u>Resignation</u>	<u>Position</u>	<u>Site</u>	<u>Effective</u>
Alice Alegre	Student Support Specialist	Valencia	06/29/13
Mary Allen	Clerk I	Melrose	06/14/13
Nicole Aranda	SPED Aide III	Golden	06/14/13
Lindsey Brown	Speech/Lang. Path Assistant	Special Education	06/14/13
Ruben Ceballos, Jr.	Grounds II	Plant Operations	09/23/13
Hannah Choe	SPED Aide III	Mabel Paine	06/14/13
Pauline Gibson-Tobin	SPED Aide II	Yorba Linda MS	06/14/13
Shawn Gill	Childcare Teacher I	Brookhaven	06/29/13
Jeanine Henriques	SPED Aide II	El Dorado	06/14/13
Kimberly O'Connell	SPED Aide III	Tynes	06/14/13
Jessica Olguin	Childcare Teacher I	Rio Vista	06/29/13
Blake Onishi	SPED Aide II	El Dorado	06/14/13
Sharlene Rice	SPED Aide II	Wagner	06/13/13
Deana Sabo	SPED Aide I	Brookhaven	06/14/13
Vicki Sasahara	SPED Aide III	Glenknoll	06/14/13
Taylor Tebay	SPED Aide II	Mabel Paine	06/14/13

Change of Status

<u>Employee</u>	<u>From</u>	<u>To</u>	<u>Effective</u>
Jane DeRose	Clerk I, El Camino	Confidential Clerk	09/03/13
Linda Gaunt	Clerk I, Valencia	SPED Aide I, Fairmont	09/03/13
Jillian Gonzalez	Clerk I, George Key	Senior Clerk, Food Serv.	09/03/13
Marisol Lopez	Instructional Aide	Bus Attendant I	09/03/13
James Oronoz	SPED Aide III, 3.5 Hrs.	SPED Aide III, 3.75 Hrs.	09/03/13
Isaac Quiroz	Campus Sup.-Valadez	Campus Sup.-El Dorado	09/03/13
Kenia Sandoval-Rodriguez	Stu. Supp. Spec., Kraemer	Bil-Clerk I, Valencia	08/14/13
Sarah Soberanes	Bi-Clerk II-Rio Vista	Bi-Clerk II-CWA	08/14/13
Norma Vaca	Food Svc Wrkr-Tynes	Add Split Shift Premium	09/03/13
Robert Willis	SPED Aide, 7 Hrs.	SPED Aide, 3.75 Hrs.	09/03/13

Leave of Absence

<u>Employee</u>	<u>Position</u>	<u>Site</u>	<u>Reason</u>	<u>Effective</u>
Ashley Hamilton 01/06/14	Childcare Teacher I	Travis Ranch	Unpaid	09/03/13-
Kathryn Bowers 11/22/13	SPED Aide I	El Dorado	Unpaid	09/03/13-
Nichole Johnson 02/01/14	Childcare Teacher I	Linda Vista	Unpaid	09/03/13-
Lizethe Molina 06/12/14	SPED Aide III	Tynes	Unpaid	09/03/13-
Catharina Sedita 06/02/14	SPED Aide I	Travis Ranch	Unpaid	09/03/13-

<u>Employ</u>	<u>Position</u>	<u>Site</u>	<u>Effective</u>
Alice Davis	Speech/Lang. Path. Asst.	Special Education	09/03/13
Anne Matarese	Bus Driver	Transportation	08/29/13
Glen C. Moore	Bus Driver	Transportation	08/30/13
Yesenia Saucedo	Bus Driver	Transportation	08/27/13
Victor Soto Jr.	Bus Driver	Transportation	08/26/13

<u>Short Term</u>	<u>NTE Hrs</u>	<u>Reason</u>	<u>Site</u>	<u>Effective</u>
Ana Baker	40	Start Up School Yr	Tynes	08/26/13-09/20/13
Linda Cagney	6	Computer Prep. Hrs.	Bryant Ranch	08/16/13-12/20/13
Lorraine Castro	1	Preppy K Child Care	Melrose	08/29/13-08/29/13
Pam Deneau	6	Computer, set-up labs	Woodsboro/Glenview	08/26/13-06/13/14
Patti Donovan	1	Preppy K Orientation	Fairmont	08/29/13-08/29/13
Teresa Donovan	100	ESY Sped Aide I	Fairmont	06/24/13-07/25/13
Eman Faten Sebei	30	Interpreting	Special Education	08/01/13-06/30/14
Gladys Fetter	11	Computer Prep Hrs.	Tynes	08/19/13-12/20/13
Dorina Fregoso	20	School Opening	Rose Drive	08/01/13-06/13/14
Jennifer Gathright	1	Preppy K Orientation	Fairmont	08/29/13-08/29/13
Jillian Gonzalez	150	Personnel Support	Personnel	08/28/13-06/30/14
Elaine Hebert	6	Computer Prep. Hrs.	Brookhaven	08/26/13-09/03/13
Alice Hetland	72	Clerical Support	Parkview	08/01/13-08/13/13
Brenda Long	1	Preppy K Orientation	Fairmont	08/29/13-08/29/13
Jennifer McWilliam	50	ESY Sped Aide II	Fairmont	06/24/13-07/25/13
Melissa Metz	50	ESY Sped Aide II	Tynes	06/24/13-07/25/13
Robert Moreno	20	CSEA Conference	CSEA	07/29/13-08/02/13
Jessica Paez	36.5	Caseload Overage	Tynes	05/16/13-06/15/13
Germaine Precious	40	Reg/Open Sch	Yorba Linda HS	08/19/13-08/30/13
Sylvia Ramires-Cuesta	10	Preppy K Training	Ed Services	07/29/13-08/02/13
Rocio Reyes	1	Preppy K Child Care	Melrose	08/29/13-08/29/13
Jacquelyn Roberts	40	Reg/New Job Train	Yorba Linda HS	08/19/13-09/07/13
Leonor Rollins	1	Preppy K Orientation	Fairmont	08/29/13-08/29/13
Ruth Sheffield	25	Clerical Support	Valadez	08/01/13-12/20/13
Rosalba Vitela	06	Preppy K Training	Ed Services	07/29/13-08/02/13
Erika West-Hall	2	Caseload Overage	Tynes	05/16/13-06/15/13
Susan Yoshinaga	20	Registration/Library	Yorba Linda HS	08/19/13-09/07/13

<u>Substitutes</u>	<u>Position</u>	<u>Site</u>	<u>Effective</u>
Adrianna Aguila	SPED Aide III	Tynes	06/24/13-07/15/13
Jennifer Beu	Clerk I/II/Attend. Clerk/Sec.	EHS	09/03/13-06/12/14
Kay Bradley	Clerk I/Attend. Clerk/Sec. I	Valencia	09/03/13-06/12/14
Kay Bradley	Sr. Sch Sec./ Fin. Clerk	Valencia	09/03/13-06/12/14
Norma Ceballos	Bi-Secretary II	Valadez	08/19/13-08/23/13
Jane DeRose	Confidential Clerk	Supt'd Office	08/16/13-06/30/14
Kristy Evans	Clerk I-II/Sec.	EHS	09/03/13-06/12/14
Dorina Fregoso	Secretary	Rose Drive	2013-2014 SY
Linda Gaunt	Clerk I	Valencia	09/03/13-06/30/14
Rita Giehl	Clerk I/Sec I/Attend. Clerk	Valencia	09/03/13-06/30/14
Rita Giehl	Sr. Sch Sec/ Finance Clerk	Valencia	09/03/13-06/30/14
Maria L. Gonzalez	Clerk	Food Services	08/19/13-10/11/13
Ruby Gonzalez	Bi-Secretary II	Valadez	08/19/13-08/23/13
Nayeli Maldonado	Bi-Clerk I/Sec. I/Attend. Clk.	Valencia	09/03/13-05/30/14
Nayeli Maldonado	Finance Clerk /Sr. Sch. Sec.	Valencia	09/03/13-05/30/14
Stacey Mederios	Clerk I-II/Attend. Clerk/Sec.	EHS	07/03/13-06/12/14
Melissa Metz	SPED Aide I/II/III	Special Education	06/21/13-07/25/13
Carmen Paredes	Bi-Secretary II	Valadez	08/12/13-06/13/14
Carmen Paredes	Bi-Attendance Clerk	Valadez	08/12/13-06/13/14
Justine Pina	Bi-Secretary II	Valadez	08/19/13-08/23/13
Maricela Reyes	Bi-Clerk II	Ed. Services	07/01/13-07/31/13
Rocio Reyes	SPED Aide III	Tynes	06/24/13-07/15/13
Hector Rosales	Bus Driver	Transportation	08/09/13-06/30/14
George Saliby	Bus Driver	Transportation	08/09/13-06/30/14

<u>Substitutes</u>	<u>Position</u>	<u>Site</u>	<u>Effective (Cont'd)</u>
Michele Sempell	Clerk	Food Services	08/26/13-10/01/13
Randy Spink	Bus Driver	Transportation	06/24/13-07/25/13
Tommy Storing	Campus Supervisor	Esperanza	09/03/13-06/12/14
Christina Vargas	SPED Aide II	Tynes	06/24/13-07/25/13
Judy Valenti	SPED Aide II	Esperanza	06/24/13-07/25/13
Tina Wilson	Bus Driver	Transportation	08/09/13-06/30/14

District Funded Co-Curricular Assignments

<u>Stipends</u>	<u>Assignment</u>	<u>Site</u>	<u>NTE Amount</u>	<u>Effective</u>
Kendra Alvarez	Auxiliary Dance	Esperanza	\$2741.00	09/03/13-06/13/14
Lyndsie Olson	Pepster	Esperanza	\$3198.00	09/03/13-06/13/14
Michelle Serigstad	Dance	Valadez	\$1599.00	09/03/13-06/12/14

Booster Funded Co-Curricular Assignments

<u>Stipends</u>	<u>Assignment</u>	<u>Site</u>	<u>NTE Amount</u>	<u>Effective</u>
Trisha Ladd	Summer Sch Enrichment	Golden	\$720.00	06/24/13-07/25/13
Mical Ortiz-Luis	Assistant Band	Esperanza	\$455.00/Mo.	07/01/13-06/30/14

Summer Sports Camps, Parent Funded, NTE \$5400.00, 06/16/13-08/31/13

<u>Employee</u>	<u>Site</u>	<u>Co-Curricular Assignment</u>
Leslie Allen	Esperanza	Cheer
Steve Bowers	Esperanza	Football
Anthony Colacion	Esperanza	Football
Erik Cook	Valencia	Baseball
Jessica Ernst	YLHS	Women's Water Polo
Andrew Fonseca	El Dorado	Women's Volleyball
Vodak Hawkins	Esperanza	Football
Le Hoang	YLHS	Men's Tennis
Keenan Howry	Esperanza	Football
Blake Hyepock	El Dorado	Football
Jack McDonald	Esperanza	Football
Lyndsie Olson	Esperanza	Cheer
Gabriel Osso	Esperanza	Football
Greg Perez	Esperanza	Football
Mike Rocha	Esperanza	Football
Prem Sivalingham	Esperanza	Football
Greg Snyder	Esperanza	Football
Dierdre Stancikas	YLHS	Women's Water Polo
Tommy Storing	Esperanza	Football
Brian Sutherland	El Dorado	Men's Lacrosse
Noelle Thorne	Valencia	Men's Volleyball
Kristen Wallin	Esperanza	Cheer

Noon Duty Supervision, 2012-2013 SY

<u>Employee</u>	<u>Site</u>
Patti Donovan	Fairmont
Jennifer Gathright	Fairmont
Kathy Gregory	Mabel Paine
Brenda Long	Fairmont
Courtney Limburg	Mabel Paine

Noon Duty Supervision, 2012-2013 SY (Cont'd)

<u>Employee</u>	<u>Site</u>
Stephanie Mendoza	Ruby Drive
Stacey Nichols	Mabel Paine
Justine Pina	Valadez
Leonor Rollins	Fairmont
Miriam Short	Mabel Paine
Alexis Tinoco	Mabel Paine

Child Care Program: Child Care Teacher I: All sites, Short Term: NTE 250 Hrs., Substitute, NTE 8 Hrs., All Sites, 07/01/12-06/30/13

Dustin Schultz
 Lorraine Castro
 Norma Ceballos
 Jessica Olguin
 Rocio Reyes

Resignation

<u>Employee</u>	<u>Position</u>	<u>Site</u>	<u>Effective</u>
Norberto Colin Jr.	Teacher, Adult Trans.	Esperanza	08/27/13

Change of Status

<u>Employee</u>	<u>From</u>	<u>To</u>	<u>Effective</u>
Melanie Carmona	Teacher, 50%	70%	08/28/13
Wendy Chastain	Teacher, 50%	40%	08/28/13
Richard Flamson	Teacher, 50%	100%	08/28/13
Kelley Fox	Teacher, 50%	100%	08/28/13
Amy Huhn	Teacher, 50%	60%	08/28/13
Russell Klinger	Teacher, 86%	100%	08/28/13
Erika Mayer	Teacher, 72%	86%	08/28/13
Yeni Osuna-Pasillas	Teacher, 50%	100%	08/28/13
Michelle Woinarowicz	Teacher, 50%	100%	08/28/13

Leaves of Absence

<u>Employee</u>	<u>Position</u>	<u>Site</u>	<u>Reason</u>	<u>Effective</u>
Michelle Anderson	Teacher	Lakeview	PDL/FMLA	08/28/13-12/06/13
Anna Peterson	Teacher	Golden	PDL/CFRA/FMLA	08/28/13-01/31/13

Employ, Effective 08/28/13

<u>Teacher</u>	<u>Subject</u>	<u>Site</u>	<u>Status</u>
Meghan Bautista	Elementary	Topaz	Temp
Elizabeth Deller	Speech/Lang. Ther.	Spec. Ed.	Temp
Pauline Gibson-Tobin	Resource Spec.	Tynes	Prob.
Gary Hung	Orchestra	Travis MS & Esp.	Prob. 1
Lisa MacDonald	Elementary	Topaz	Temp
Kristina McLeish	Lang. Arts	Valencia	Prob. 1
Nikko Mostajo	Spec. Ed. ASPIRE	Lakeview	Prob. 1
Clarivel Munoz	Lang. Arts	Kraemer	Temp
Coleen Murphy	Resource Spec.	Spec. Ed.	Prob. 1
Kimberly O'Connell	Sped. Preschool	Linda Vista	Prob. 1
Lindsay Stotts	Chemistry	El Dorado	Prob. 1
Amy Yalda	Resource Spec.	Valadez MS	Temp

Re-employ, Effective 08/28/13

<u>Teacher</u>	<u>Subject</u>	<u>Site</u>	<u>Status</u>
Teresa Ashton	Elementary	Rio Vista	Temp
Steven Craik	Elementary	Fairmont	Temp
Jaclyn Deano	Elementary	Glenknoll	Temp
Karen Dunn	Elementary	Rio Vista	Temp
Cory-Anne Johnston	Elementary	Melrose	Temp
Amber Juarez	Mathematics	YLHS	Prob. 2
Christie Miller	Elementary	Lakeview	Prob. 2
Ashley Naval	Elementary	Rio Vista	Temp
Lindsay Quarto	Elementary	Topaz	Temp
Amanda Robins	Elementary	Sierra Vista	Temp
Sarah Walls	Elementary	Brookhaven	Temp
Rebecca Wren	Elementary	Glenknoll	Temp

Hourly Positions

Educational Services, Home/Hospital Teachers, \$27/hr., Prep., \$25/Hr., 09/03/13-06/12/14

Jacquelyn Schroeder
Lisa White

Summer School

<u>Employee</u>	<u>Site</u>	<u>Duty</u>	<u>Hrly. Rate</u>	<u>Hours</u>	<u>Effective</u>
Jason Gray	Ed. Svs.	PLATO Summ. Sch.	\$30	192	07/01/13-08/30/13
		Prep.	\$25	8	
Martha Tripp	Ed. Svs.	Summ. Enrichment	\$30	100	06/24/13-07/25/13
		Prep.	\$25	8	
Judy Rothaus	Spec. Ed.	ESY Sub Teacher	\$30	25	06/24/13-07/25/13
Susan Rotkosky	Ed. Svs.	PLATO Summ. Sch.	\$30	192	07/01/13-08/30/13
		Prep.	\$25	8	

Extra Duty Assignments

<u>Employee</u>	<u>Site</u>	<u>Extra Duty</u>	<u>Hrly. Rate</u>	<u>Hours</u>	<u>Effective</u>
Karen Aleksic	Spec. Ed.	Summ. IEP Mtg.	\$25	15	08/01/13-08/23/13
Gina Armendariz	Spec. Ed.	Psych. Summ. Supp.	Per Diem	2	07/26/13-08/12/13
Theresa Ashton	Rio Vista	Supv. Big Brother/ Big Sister Prg.	\$25	140	2013-2014 SY
Cora Afonien	Kraemer	EL Instruction	\$27	180	2013-2014 SY
		Prep.	\$25	30	
Elvira Bermudez	Ed. Svs.	Summ. CELDT Test.	\$25	130	2013-2014 SY
Shanie Boone	Spec. Ed.	Summ. IEP Mtg.	\$25	12	07/01/13-08/26/13
Melanie Carmona	Ed. Svs.	BTSA & PDA	\$25	46	2013-2014 SY
Melanie Carmona	Ed. Svs.	TOSA Spec. Assign.	\$25	80	2013-2014 SY
Bradley Chang	Rio Vista	Goals Program	\$25	70	2013-2014 SY
Christian Collins	Spec. Ed.	Pro-Act Trainer	\$27	15	08/19/13-08/22/13
Leonel Diaz	Rio Vista	After School Prg.	\$27	70	2013-2014 SY
Christine Farrell	YLHS	Sub. Counselor	\$175	16/Day	08/25/13-09/06/13
Valerie Gabriel	Valadez	Assistant w/Master Sched	\$25	25	08/12/13-08/27/13
Kamari Guinn	Spec. Ed.	Behavior Spec/TOSA	\$25	160	2013-2014 SY
Marquise Hawley	El Camino	Classroom Prep.	\$25	4	06/17/13-06/17/13
Amy Henderson	Spec. Ed.	Summ. IEP Mtg.	\$25	15	08/05/13-08/26/13
Dennis Kreil	Spec. Ed.	Spec. Ed. Consult.	Per Diem	4/Day	08/23/13-06/30/14
Peggy Mendez	Wagner	Math Task Force	\$25	30	07/01/13-08/30/13
Kelly Moreno	Spec. Ed.	Pro-Act Trainer	\$27	15	08/19/13-08/22/13
Jodi Nakamoto	Spec. Ed.	Medi-Cal Collabor.	\$25	160	2013-2014 SY

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>
Steven Nakanishi	Brookhaven	Report Card Comm.	\$25	8	08/16/13-06/30/14
Jacquelyn Nolan	Risk Mngmt	Deposition Mtgs.	\$25	6	08/19/13-08/20/13
Lindsay Quarto	Topaz	Planning & Staff Dev.	\$25	50	2013-2014 SY
Linda Schenkoske	Spec. Ed.	Summ. IEP Mtg.	\$25	15	08/05/13-08/23/13
Mark Switzer	El Dorado	Pre-Service Training	\$25	20	07/01/13-09/01/13
Kimberly Voge	Ed. Svs.	Common Core K-5 Task Force	\$25	39	07/01/13-09/30/13
Lorri Walls	YLHS	Sub. Assistant Principal		Per Diem	6/Day 08/06/13- 08/13/13
Michelle Woinarowicz	Spec. Ed.	Summ. IEP Mtg.	\$25	15	08/01/13-08/23/13

Educational Services, Staff Development w/Jan Perkins, \$25/Hr., NTE 8 Hrs., 08/01/13-08/31/13

Marie Dodson
 Erika Mayer
 Christopher Millette
 Hanh Nguyen
 Grace Sohn
 Sara Worthington

Educational Services, Develop 5th Grade Spelling Program, \$25/Hr., 2013-2014 SY

<u>Employee</u>	<u>NTE Hours</u>
Patricia Davidson	90
Mary Wilson	80

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

<u>Employee</u>	<u>NTE Hours/Day</u>	<u>Site</u>
Cora Afonien	3	Kraemer
Erin Braun	2	Valadez MS
Ron Bremer	1	Travis Ranch MS
Ron Bremer	3	Tuffree
Ana Dinh	5	Valencia/El Dorado
Marilyn Taylor	2	B-Yorba MS
Barbara Tosques	1	YLMS

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

<u>Employee</u>	<u>NTE Hours</u>	<u>Site</u>
Ron Bremer	177	Travis Ranch Elem.
Jenna Friedrich	192	Fairmont
Sarah Hoffman	128	Glenknoll
Rufida Leppert	192	Golden
Michelle Lindley	128	Linda Vista
Vicki Osborn	192	Brookhaven
Patricia Seo	192	Lakeview
Meredith Stringham	192	Sierra Vista
Michele Zenk	256	Bryant Ranch

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

<u>Employee</u>	<u>NTE Hours</u>	<u>Site</u>
Jenna Friedrich	650	Fairmont
Sarah Hoffman	522	Glenknoll
Rufida Leppert	640	Golden
Michelle Lindley	512	Linda Vista

Educational Services, RTI Instruction, \$27/Hr., 09/03/13-06/12/14 (Cont'd)

<u>Employee</u>	<u>NTE Hours</u>	<u>Site</u>
Vicki Osborn	512	Brookhaven
Patricia Seo	510	Lakeview
Meredith Stringham	404	Sierra Vista
Michelle Whaley	362	Rose Drive
Michele Zenk	384	Bryant Ranch

Educational Services, Elem. Math Adv. Placement Task Force, NTE 10 Hrs., 08/01/13-12/01/13

Carin Benner
 Jacqueline Bluemel
 Tracy Chung
 Jeff Louie

(Cont'd)

Educational Services, Elem. Math Adv. Placement Task Force, NTE 10 Hrs., 08/01/13-12/01/13

Rebecca Smith
 Kim Voge
 Janice Weber

Educational Services, Physical Ed. Common Core, \$25/Hr., NTE 4 Hrs., 08/01/13-10/30/13

Scott Davis
 Susan Osendorf

Educational Services, Pre-Service Training, \$25/Hr., NTE 2 Hrs., 08/26/13-08/30/13

Jennifer Bremer
 Sunshine Cavalluzzi
 Addie Collins
 Rachel Hawley
 Beth Mazurier
 Brendan Newberry
 Robert Schaal

Educational Services, Math Common Core Task Force, \$25/Hr., NTE 20 Hrs., 07/01/13-09/30/13

Angelina Atmadja
 Tanya Borg
 Laura Crays

Educational Services, Credit Recovery Night School, \$27/Hr., Prep., \$25/Hr., 10/01/13-05/27/14

<u>Employee</u>	<u>Instruction</u>	<u>Prep</u>
Darius Cervantes	90	64
Molly Raasch	90	64

Educational Services, 6th Grade Grading & Report Card Committee, NTE 8 Hrs., 08/14/13-08/30/13

Katherine DeGraffenreid
 Tonya Gordillo
 Jeff Louie
 Peggy Mendez
 Pam Munoz
 Claudia Sandstrom
 Diana Thomas
 Martha Tripp
 Becky Vale
 Lisa White

Kraemer, Parent Institute Planning, \$25/Hr., NTE 8 Hrs., 08/01/13-09/01/13

Maureen Doria
 Deniz Fierro
 Rachael Hawley
 Cathy La Bare
 Katie Roe
 Jackie Watson
 Mary Witten

Tuffree, Data Analysis & Curr. Dev., \$25/Hr., NTE 8 Hrs., 08/21/13-08/31/13

Joel Bradford
 Stephanie Brock
 Kimberly Carlos
 Cathy German
 Russell Klinger
 Grace Lee
 Bryan McRae
 Rebecca Nam
 Jennifer Pilkenton
 Charles Reta

Deceased

<u>Employee</u>	<u>Position</u>	<u>Site</u>	<u>Effective</u>
Patricia Hadley	Teacher	Valencia HS	08/23/13

Stipends

<u>Employee</u>	<u>Site</u>	<u>Duty</u>	<u>NTE Amount</u>	<u>Effec. Dates</u>
Richard Castro	Valadez	Pride Connection	\$1600.00	2013-2014 SY
Jennifer Di Carlo	El Camino	Annual/Yearbook Advisor	\$2969.00	09/04/13-06/12/14
Doug Domene	Supt's Office	Doctoral Stipend	\$1500.00	2013-2014 SY
Sharon Edmondson	Valadez	Choir	\$1600.00	2013-2014 SY
Jeffrey Evans	Valadez	Band & Orchestra	\$1600.00	2013-2014 SY
Timo Liu	Valadez	Intramurals	\$1600.00	2013-2014 SY
Leslie Poling	Valadez	Act. Director	\$1600.00	2013-2014 SY
Marta Thomas	Travis Ranch	CGI Math Training Yr 2	\$300.00	07/29/13-07/31/13

El Camino, Department Chair, 2013-2014 SY

<u>Employee</u>	<u>Department</u>	<u>NTE Amount</u>
Christine Bonner	Lang. Arts Chair 2	\$2410.00
Jennifer Di Carlo	ASB Advisor Chair 3	\$3614.00
Susan Rotkosky	Math Chair 2	\$2410.00
Bryon Vouga	Technology Chair 1	\$1205.00

Esperanza, Department Chair, 2013-2014 SY

<u>Employee</u>	<u>Department</u>	<u>NTE Amount</u>
Meghann Callaghan	Lang. Arts Co-Chair 1	\$1205.00
Meredith Castro	RSP Chair 3	\$3614.00
Bonita Culp	Home Ec. Chair 1	\$1205.00
Lucy Curran	Health Chair 2	\$2410.00
Bradley Davis	Perf. Arts Chair 1	\$1205.00
Frank Ferencz	Math Chair 4	\$4819.00
Elisabeth Kaulard	Foreign Lang. Chair 3	\$3614.00
Marsha Linsley	Visual Arts Chair 1	\$1205.00
Steve Nordwick	Lang. Arts Co-Chair 2	\$2410.00

Esperanza, Department Chair, 2013-2014 SY (Cont'd)

<u>Employee</u>	<u>Department</u>	<u>NTE Amount</u>
Catherine Platz	Librarian Chair 1	\$1205.00
Robert Proctor	Science Co-Chair 2	\$2410.00
Marcia Sprang	Science Co-Chair 2	\$2410.00
Dennis Walters	Industrial Arts Chair 2	\$2410.00
Heather Waugh	Social Science Chair 3	\$3614.00

Valadez, Intramurals, NTE \$800.00, 2013-2014 SY

Willis Cole
Lisa White

Valadez, Lead Teachers, 2012-2013 SY

<u>Employee</u>	<u>Department</u>	<u>NTE Amount</u>
Maria Alvarez Hernandez	Soc. Sci. 16 Sections	\$794.00
Erin Braun	Lang. Arts 22 Sections	\$1082.00
Willis Cole	Mathematics 28 Sections	\$1370.00
Dianne Digalbo	Lang. Arts 22 Sections	\$1082.00
Jeffrey Evans	Electives 9 Sections	\$603.00
Timo Liu	Physical Sci. 15 Sections	\$746.00
Robin Mackie	ELD/Care 14 Sections	\$698.00
Randi Morgan	Spec. Ed. 18 Sections	\$890.00
Andrew Putman	Soc. Science 14 Sections	\$698.00
Jeffrey Schumerth	Elective 18 Sections	\$890.00
Grace Sohn	Science 18 Sections	\$890.00
Candace Tingley	Lang. Arts 14 Sections	\$698.00

Valadez, Technology Club, NTE \$800.00, 2013-2014 SY

Erick Rouanzoin
Jeffrey Schumerth

Valadez, Yearbook, NTE \$800.00, 2013-2014 SY

Eduardo Rodriguez
Candace Tingley

Valencia, Department Chair, 2013-2014 SY

<u>Employee</u>	<u>Department</u>	<u>NTE Amount</u>
Tanya Borg	Mathematics Chair 4	\$4819.00
Mike Guest	Business Chair 4	\$4819.00
David Hatori	World Lang. Chair 2	\$2410.00
Dana Leon	Spec. Ed-RSP Chair 2	\$2410.00
Rita Phillips	Science Chair 4	\$4819.00
Jonna Robinson	Women's PE Chair 1	\$1205.00
Jane Roh	Reading Chair 2	\$2410.00
Sue Sawyer	Web Master Chair 3	\$3614.00
Teresa Shermer	AVID/ELD Chair 1	\$1205.00
Grace Stanton	Perf. Arts Chair 1	\$2410.00
Donna Thompson- Becker	Spec. Ed-SDC Chair 2	\$2410.00
John VanDam	Men's PE Chair 1	\$1205.00
Julie Walker	Lang. Arts Chair 4	\$4819.00

Valencia, Department Chair, 2013-2014 SY (Cont'd)

<u>Employee</u>	<u>Department</u>	<u>NTE Amount</u>
Nancy Watkins	CAS Chair 1	\$1205.00
Nancy Watkins	Soc. Science Chair 4	\$4819.00
John Winek	Health Chair 1	\$1205.00

District Funded Co-Curricular Assignments

<u>Stipends</u>	<u>Site</u>	<u>Co-Curricular Assignment</u>	<u>NTE Amount</u>	<u>Effective</u>
Mary Cummings	Esperanza	Newspaper Advisor	\$2762.00	2013-2014 SY
Bradley Davis	Esperanza	Marching Band	\$3883.00	2013-2014 SY
Bradley Davis	Esperanza	Instrumental Director	\$2306.00	2013-2014 SY
Michael Fenton	Esperanza	Choral Director	\$3198.00	2013-2014 SY
Kressler Nguyen	Esperanza	Academic Decathlon	\$2741.00	2013-2014 SY
Joseph Cusick	Esperanza	Yearbook Advisor	\$3219.00	2013-2014 SY
Amy DeFriese	Esperanza	Drama	\$3883.00	2013-2014 SY

Summer Sports Camps, Parent Funded, NTE \$5400.00, 06/16/13-08/31/13

<u>Stipends</u>	<u>Site</u>	<u>Co-Curricular Assignment</u>
Michael Ashe	El Dorado	Men's Swimming

RESOLUTION NO. 5
Board of Education
Placentia-Yorba Linda Unified School District
Orange County, California

WHEREAS, Californians for Drug Free Youth, Inc., a statewide parent/community organization, and the California Department of Alcohol and Drug Programs are co-sponsoring "Red Ribbon Week" October 28-November 1, 2013; and

WHEREAS, schools, business, law enforcement, churches, hospitals, service clubs, government agencies, and individuals throughout the state of California will demonstrate their commitment for a drug-free society by wearing and displaying red ribbons during this week-long campaign; and

WHEREAS, schools are an appropriate place to educate youth about the harmful effects of drug and alcohol abuse and to assist young people in learning positive ways to make healthy choices in their lives; and

WHEREAS, the future of our democracy depends upon having an educated citizenry able to make ethical and moral choices;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the Placentia-Yorba Linda Unified School District does hereby support the Red Ribbon Campaign and the designation of October 28-November 1, 2013, as "Red Ribbon Week" in the Placentia-Yorba Linda Unified School District.

BE IT FURTHER RESOLVED that the Board of Education encourages students, parents, and staff to participate in efforts to prevent drug and alcohol abuse and to join citizens statewide in the pledge: *The Choice for Me...Drug Free!*

AYES: Carol Downey, Carrie Buck, Eric Padget, Judi Carmona, Karin Freeman

NOES: None

ABSENT: None

STATE OF CALIFORNIA)
)
COUNTY OF ORANGE)

Doug Domene
Secretary, Board of Education
Placentia-Yorba Linda Unified School District

DATE September 10, 2013

BOARD POLICY

Placentia-Yorba Linda Unified School District

Personnel

4111.1 – BP

EQUAL EMPLOYMENT OPPORTUNITY (EEO)

The policy of the Placentia-Yorba Linda Unified School District is one of non-discrimination for all employees and applicants in every facet of the district's operation. This policy guarantees equal employment and opportunity for advancement to all. The Board prohibits district employees from discriminating against or harassing any other district employee or job applicant on the basis of the person's actual or perceived race, religious creed, color, national origin, ancestry, age, marital status, pregnancy, physical or mental disability, medical condition, genetic information, veteran status, gender, gender identity, gender expression, sex, or sexual orientation.

Prohibited discrimination consists of the taking of any adverse employment action against a person, including termination or denial of promotion, job assignment, or training, or in discriminating against the person in compensation, terms, conditions, or other privileges of employment based on any of the prohibited categories of discrimination listed above.

Harassment consists of any unwelcome verbal, physical, or visual conduct that is based on any of the prohibited categories of discrimination listed above and that is so severe or pervasive that it adversely affects an individual's employment opportunities, has the purpose or effect of unreasonably interfering with the individual's work performance, and/or creates an intimidating, hostile, or offensive work environment.

Any district employee who engages in prohibited discrimination, harassment, or retaliation or who aids, abets, incites, compels, or coerces another to engage or attempt to engage in such behavior in violation of this policy shall be subject to disciplinary action, up to and including dismissal.

Any employee or job applicant who believes that he/she has been or is being discriminated against or harassed in violation of district policy should, as appropriate, immediately contact his/her supervisor, the Coordinator, or the Superintendent who shall advise the employee or applicant about the district's procedures for filing, investigating, and resolving any such complaint.

Complaints regarding employment discrimination or harassment shall immediately be investigated in accordance with AR 4111.1 - Complaints Concerning Discrimination in Employment.

The following position is designated as Coordinator for Nondiscrimination in Employment:

Assistant Superintendent, Personnel Services
1301 E Orangethorpe Ave. Placentia Ca.92870
714-985-8410

The Board also prohibits retaliation against any district employee or job applicant who complains, testifies, assists, or in any way participates in the district's complaint procedures instituted pursuant to this policy.

Training and Notifications

The Superintendent or designee shall provide training to employees about how to recognize harassment and discrimination, how to respond appropriately, and components of the district's policies and regulations regarding discrimination.

It is the responsibility of each member of management to comply with the Equal Employment Opportunity policy of the district.

This policy will be affected throughout the district, publicized throughout the community, and made explicit in all district manuals and publications.

A non-discrimination clause will be included in all of the district's contracts with suppliers, vendors, concessionaires, and services.

Legal Reference:

Education Code

200-262.4 Prohibition of Discrimination

Civil Code

51.7 Freedom from Violence or Intimidation

Government Code

11135 Unlawful Discrimination

12900-12996 Fair Employment and Housing Act

Penal Code

422.56 Definitions, Hate Crimes

Code of Regulations, Title 2

7287.6 Terms, Conditions and Privileges of Employment

Code of Regulations, Title 5

4900-4965 Nondiscrimination in Elementary and Secondary Education Programs

United States Code, Title 20

1681-1688 Title IX of the Education Amendments of 1972

United States Code, Title 29

621-634 Age Discrimination in Employment Act

794 Section 504 of the Rehabilitation Act of 1973

United States Code, Title 42

2000d-2000d-7 Title VI, Civil Rights Act of 1964, as amended

2000e-2000e-17 Title VII, Civil Rights Act of 1964, as amended

2000ff-2000ff-11 Genetic Information Nondiscrimination Act of 2008

2000h-2-2000h-6 Title IX of the Civil Rights Act of 1964

6101-6107 Age Discrimination in Federally Assisted Programs

12101-12213 Americans with Disabilities Act

Code of Federal Regulations, Title 28

35.101-35.190 Americans with Disabilities Act

Code of Federal Regulations, Title 34

100.6 Compliance Information

104.7 Designation of Responsible Employee for Section 504

104.8 Notice

106.8 Designation of Responsible Employee and Adoption of Grievance Procedures

106.9 Dissemination of Policy

110.1-110.39 Nondiscrimination on the Basis of Age

Court Decisions

Thompson v. North American Stainless LP, (2011) 131 S.Ct. 863

Shephard v. Loyola Marymount, (2002) 102 Cal.App.4th 837

Management Resources:

U.S. Department of Education, Office for Civil Rights Publications

Notice of Non-Discrimination, August 2010

U.S. Equal Employment Opportunity Commission Publications

Questions and Answers: Religious Discrimination in the Workplace, 2008

Enforcement Guidance: Reasonable Accommodation and Undue Hardship Under the Americans with Disabilities Act, October 2002

Enforcement Guidance: Vicarious Employer Liability for Unlawful Harassment by Supervisors, June 1999

Web Sites

California Department of Fair Employment and Housing: <http://www.dfeh.ca.gov>

U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr>

U.S. Equal Employment Opportunity Commission: <http://www.eeoc.gov>

Policy adopted: 8/4/75

Policy revised: 9/10/13

Effective September 10, 2013, Board Policies 4118.11, 4211.1, and 4218.11 were consolidated into Board Policy 4111.1.

BOARD POLICYPlacentia-Yorba Linda Unified School District

Students

5113 - BP

ATTENDANCE AND EXCUSES

The Placentia-Yorba Linda Unified School District Board of Education believes that maximum educational progress can best be achieved when the student has regular attendance in school and is prompt in attending individual classes. It is the legal responsibility of the parents to have their student(s) in regular attendance at the designated schools.

Excessive student absenteeism and tardiness, whether caused by excused or unexcused absences, may be an early warning sign of poor academic achievement and may put students at risk of dropping out of school. The Board desires to ensure that all students attend school in accordance with the state's compulsory education law and take full advantage of educational opportunities approved by the district.

The Superintendent or designee shall establish a system to accurately track and monitor student attendance, including methods to identify students classified as chronic absentees and truants, as defined in law and administrative regulation. To encourage school attendance, the Superintendent or designee shall develop strategies that focus on prevention and early intervention of attendance problems.

The Superintendent or designee shall work with students and parent/guardians to identify factors contributing to chronic absenteeism and truancy. Based on this needs assessment, he/she shall collaborate with community agencies, including, but not limited to, child welfare services, law enforcement, courts, and /or public health care agencies, to ensure that alternative education programs and nutrition, health care, and other support services are available to intervene as necessary when students have serious attendance problems.

As required by law, habitually truant students shall be referred to a school attendance review board (SARB), a truancy mediation program operated by the county's district attorney or probation officer, and/or a juvenile court.

Policy adopted: 2/19/68

Policy revised: 7/9/79

Policy revised: 9/10/13

BOARD POLICY

Placentia-Yorba Linda Unified School District

Students

5131.10 - BP

TOBACCO FREE SCHOOLS

The Board of the Placentia-Yorba Linda Unified School District recognizes that smoking presents a health hazard which can have serious consequences for the smoker and nonsmoker. As such, the board believes that it must take all steps practical to discourage all students from smoking and using any tobacco product.

The board and staff of the Placentia-Yorba Linda Unified School District have the responsibility and duty to protect the health and safety of all students. It shall, therefore, be the policy of the Placentia-Yorba Linda Unified School District to prohibit the possession and/or use of any tobacco substances or paraphernalia, by students while on school grounds, in school buildings, or at school sponsored activities or while under the supervision and control of school district employees. Prohibited products include any product containing tobacco or nicotine, including, but not limited to, cigarettes, cigars, miniature cigars, smokeless tobacco, snuff, chew, clove cigarettes, and betel. Vaporizing delivery devices such as electronic cigarettes are also prohibited.

The board also recognizes the importance of prevention and intervention activities in influencing students to avoid or discontinue the use of tobacco. Schools shall provide comprehensive programs on smoking prevention and cessation and a supportive, nonsmoking environment to counteract peer influences and role models that encouraging smoking. Prevention programs shall focus on classroom instruction and parent education, while intervention efforts shall emphasize the involvement of students, parents, law enforcement, and community agencies (see District Policy and Administrative Regulation 5131.6, Alcohol and Other Drugs).

Disciplinary actions related to the use of tobacco substances shall be enforced under District Policy 5114.2, Pupil Suspension, and District Policy 5114.3, Pupil Expulsion. This policy shall also be incorporated into the behavior code and discipline procedures of each school.

Legal Reference:	<u>Title V</u>	Section 80130	Code of Ethics of the Teaching Profession
	<u>Education Code</u>	Section 48901 Section 11007 Section 11364	Health & Safety Code

Cross Reference:	<u>Board Policy</u>	Section 5114.2	Pupil Suspension
		Section 5114.3	Pupil Expulsion
		Section 5131.6	Alcohol and Other Drugs

Policy adopted: 4/28/86

Policy revised: 9/24/91

Policy revised: 10/10/06

Policy revised: 9/10/13