

  
**Brea Olinda Unified School District**  
**BREA, CALIFORNIA**  
**BOARD OF EDUCATION**  
**REGULAR MEETING**

"Learning is our Priority, with Opportunity for All."

**MEETING NOTICE AND AGENDA**

**Board of Education Members**

*Gail Lyons, President*

*Paul Ruiz, Vice President*

*Nicole Colon, Clerk*

*Carrie Flanders, Member*

*Keri Kropke, Member*

**Monday, July 22, 2019**

**5:30 PM - Closed Session**

**6:00 PM - Study Session**

**6:30 PM - Regular Meeting**

**Board/Council Chambers**

**Brea Civic/Cultural Center**

**Brea, California 92821**

**Hotel Palas**

**Obala bb, 85300 Petrovac na Moru, Montenegro**

**MEETING NOTICE AND AGENDA - REGULAR BOARD MEETING**

(Meetings are recorded for use in official minutes.)

Pursuant to the Americans with Disabilities Act, persons with a disability who require a disability-related modification or accommodation in order to participate in a meeting, including auxiliary aids or services, may request such modification or accommodation from Brea Olinda Unified School District Office at (phone) 714-990-7824 or (fax) 714-529-2137.

**I. OPEN SESSION / CALL TO ORDER – 5:30 PM**  
**DISTRICT OFFICE CONFERENCE ROOM**

**CALL TO ORDER**  
**Time: \_\_\_\_\_ PM**

**II. ESTABLISH QUORUM**

**III. ADJOURN TO CLOSED SESSION TO DISCUSS THE**  
**FOLLOWING CLOSED SESSION AGENDIZED ITEMS –**  
**DISTRICT OFFICE CONFERENCE ROOM 5:30 PM**

Is there any member of the public who wishes to speak to any closed session agenda item? The Board will now adjourn to Closed Session at \_\_\_\_\_ PM to discuss the items identified on the Closed Session agenda, which are:

## 1. Conference with Labor Negotiator

The Board of Education will discuss possible parameters for 2019-2020 BOTA and CSEA negotiations with District negotiators Kerrie Torres, and Brinda Leon.

## 2. Public Employee Discipline/Dismissal/Release/Employment

The Board of Education will discuss employment recommended, employment changes, and special requests by employees.

- Elementary Principal Appointment – Mariposa Elementary School

## 3. Conference with Real Property Negotiators – Pursuant to Government Code § 54956.8

**Property:** Real property in the City of Brea, County of Orange, State of California, APN #319-104-07, 319-104-10, 319-104-02, and 319-104-04

**District Negotiators:** Superintendent, Brad Mason, and Special Counsel, Vanessa Legbandt of Stradling Yocca Carlson & Rauth

**Negotiating Parties:** Brea Olinda Unified School District, Brea H.O.P.E., Inc., FW CA-Brea Marketplace, LLC, FW CA-Brea Marketplace Member, LLC, and FW CA-Brea Marketplace II, LLC

**Under Negotiation** Price and terms of payment

## 4. Real Property Negotiations – Lilac Lane

## 5. Potential Litigation – California Voting Rights Act

## 6. Superintendent's Evaluation and 2019-20 Goals

## IV. ADJOURN CLOSED SESSION AND RECONVENE OPEN SESSION

The Board has adjourned Closed Session at \_\_\_\_\_ PM and will be resuming Open Session at \_\_\_\_\_ PM. The Board will report out any action taken in Closed Session during the Regular Open Session later tonight.

**Adjourn Closed Session**

**Time: \_\_\_\_\_ PM**

## V. STUDY SESSION – 6:00 PM - 6:30 PM – DISTRICT OFFICE CONFERENCE ROOM

### 1. CSBA Agenda Online Video

## VI. CALL TO ORDER – OPEN SESSION – 6:30 PM – BOARD/COUNCIL CHAMBERS

REGULAR MEETING  
Time: \_\_\_\_\_ PM

The Board of Education welcomes the public's participation at Board meetings and has devoted time in the meeting for that purpose. PLEASE SILENCE ALL PAGERS, CELL PHONES AND OTHER ELECTRONIC EQUIPMENT WHILE THE BOARD IS IN SESSION. Thank you.

### 1. Roll Call

Colon	Flanders	Kropke	Lyons
Ruiz			

P = Present; A = Absent

### 2. Adoption of the Agenda

MOTION # \_\_\_\_\_  
MOTION \_\_\_\_\_  
SECOND \_\_\_\_\_  
ROLL CALL \_\_\_\_\_  
VOTE \_\_\_\_\_

VOTE: Colon Flanders Kropke Lyons  
Ruiz

### 3. Pledge of Allegiance

Presenter: President Lyons

### 4. Report of Closed Session

Presenter: President Lyons

### 5. Student Reports – None

### 6. Superintendent's Report

Presenter: Dr. Mason

### 7. Recognition – None

### 8. Written Correspondence

Presenter: President Lyons

### 9. Presentations – None

## VII. PUBLIC COMMENTS

At the beginning of each meeting or during any agenda item, there is an opportunity for the public to speak. We request that anyone who wishes to speak, fill out and submit a blue sheet to the recording secretary. **Public members who address the Board will be limited to a maximum of three minutes per speaker.** For the public's protection, the Brown Act requires that only agendized items be

discussed at any length. Board and/or administrator comments on non-agendized matters must be limited to brief questions and answers only. This meeting is being recorded on audio tape for use in the minutes.

### VIII. APPROVAL OF MINUTES

#### 1. Recommend the Board of Education approve the minutes of the June 24, 2019 and July 8, 2019 Regular Board Meeting.

MOTION # \_\_\_\_\_  
MOTION \_\_\_\_\_  
SECOND \_\_\_\_\_  
ROLL CALL \_\_\_\_\_  
VOTE \_\_\_\_\_

VOTE: Colon                      Flanders                      Kropke                      Lyons  
Ruiz

[June 24, 2019 Minutes](#)

[July 8, 2019 Minutes](#)

### IX. CONSENT CALENDAR

(Generally routine items are approved by one motion without discussion. The Superintendent or designee may request an item to be pulled from the consent calendar and voted upon separately.)

MOTION # \_\_\_\_\_  
MOTION \_\_\_\_\_  
SECOND \_\_\_\_\_  
ROLL CALL \_\_\_\_\_  
VOTE \_\_\_\_\_

VOTE: Colon                      Flanders                      Kropke                      Lyons  
Ruiz

#### 1. Superintendent's Department

##### a. Annual Approval of Policies and Procedures

Recommend the Board of Education adopt all Board Policies and Procedures to allow for the official operation of the District throughout the 2019-2020 fiscal year.

##### b. AALRR Workshop

Recommend the Board of Education approve attendance for Brad Mason, Gail Lyons, Nicole Colon, Carrie Flanders, and Paul Ruiz to attend the Atkinson, Andelson, Loya, Ruud & Romo workshop, "Nurturing the Superintendent Board Member Relationship" to be held in Irvine on August 1, 2019.

Cost: \$99.00 per person

Fund: 01 – General

[AALRR – Board Member and Superintendent Workshop](#)

**c. Board Policy 5145.6 – Parental Notifications**

Recommend the Board of Education approve the second reading and adoption of Board Policy 5145.6 – Parental Notifications, as per attachment.

[Board Policy 5145.6 – Parental Notifications](#)

**d. Board Policy and Administrative Regulation 5131.2 – Bullying**

Recommend the Board of Education approve the second reading and adoption of Board Policy and Administrative Regulation 5131.2 – Bullying, as per agenda attachment.

[Board Policy and Administrative Regulation 5131.2 – Bullying](#)

**e. Board Policy and Administrative Regulation 5020 – Parent Rights and Responsibilities**

Recommend the Board of Education approve the second reading and adoption of Board Policy and Administrative Regulation 5020 – Parent Rights and Responsibilities, as per attachment.

[Board Policy and Administrative Regulation 5020 – Parent Rights and Responsibilities](#)

**2. Human Resources**

**a. Personnel Assignment Order #1**

Recommend the Board of Education approve Personnel Assignment Order #1, as presented in the agenda attachment.

[PAO #1](#)

**b. Walk-On Coach Certification**

Recommend the Board of Education approve walk-on coach certification for Gradeigh Sanchez, Assistant Boys' Baseball Coach.

[Walk-On Coach Certification](#)

**c. Variable Term Waiver Request 2019-20 School Year – Speech and Language Pathologist, Alyssa Ohara**

Recommend the Board of Education approve the subsequent Variable Term Waiver for Alyssa Ohara for the period August 15, 2019 through June 4, 2020 to provide services as a Speech and Language Pathologist to Special Ed preschool students at Arovista Elementary School and Laurel Elementary Magnet School for the 2019-2020 school year.

[Variable Term Waiver Request 2019-20 School Year / Speech and Language Pathologist, Alyssa Ohara](#)

**d. Variable Term Waiver Request 2019-20 School Year – Speech and Language Pathologist, Melissa Stahly**

Recommend the Board of Education approve the subsequent Variable Term Waiver for Melissa Stahly for the period August 15, 2019 through June 4, 2020 to provide services as a Speech and Language Pathologist to Special Ed students, preschool through 6th grade at Laurel Elementary Magnet School for the 2019-2020 school year.

[Variable Term Waiver Request 2019-20 School Year / Speech and Language Pathologist, Melissa Stahly](#)

**e. Job Description / Salary Placement Approval – Junior High Counselor-Administrator**

Recommend the Board of Education ratify the job description and salary placement for Junior High School Counselor-Administrator, Range 1, Administrative Annual Salary Schedule.

Step 01: \$93,055.00	Step 04: \$101,431.00
Step 02: \$95,759.00	Step 05: \$101,392.00
Step 03: \$98,552.00	Step 06: \$107,443.00

[Job Description / Salary Placement Approval – Junior High School Counselor-Administrator](#)

**f. Job Description / Salary Placement Approval – Senior Records Technician**

Recommend the Board of Education ratify the job description and salary placement for Senior Records Technician, Range 26, Classified Monthly Salary Schedule.

Step 01: \$3,469.00	Step 04: \$3,642.00
Step 02: \$3,642.00	Step 05: \$4,221.00
Step 03: \$3,826.00	Step 06: \$4,434.00

[Job Description / Salary Placement Approval – Senior Records Technician](#)

**3. Educational Services**

**a. College Board – College Readiness and Success Contract – PSAT 8/9 and PSAT/NMSQT Assessments**

Recommend the Board of Education approve the College Readiness and Success proposal and contract from the College Board for PSAT 8/9 and PSAT/NMSQT assessments for students in grades 8, 10, and 11 in the amount of approximately \$16,021.00 for the 2019-2020 school year

Cost: \$16,021.00 (Approximate)

Fund: LCFF Supplemental

[College Board – College Readiness and Success Contract – PSAT 8/9 and PSAT/NMSQT Assessments](#)

**b. BOHS Overnight Field Trip – Orange County Leadership Conference – ASB Leadership Camp – University of California, Santa Barbara, CA**

Recommend the Board of Education approve an overnight field trip for approximately 36 female students, 13 male students, 3 adult female chaperones and 1 adult male chaperone to participate in the Orange County Leadership Conference to be held at the UCSB campus in Santa Barbara, California on August 6, 2019 through August 9, 2019.

Cost: \$13,769.00 (\$281.00 per student) (Approximate)

Fund: ASB and Parent Donations

[BOHS Overnight Field Trip – Orange County Leadership Conference – ASB Leadership Camp – University of California Santa Barbara, California](#)

**c. BOHS Overnight Field Trip – National Show Choir Competition – Nashville, Tennessee**

Recommend the Board of Education approve an overnight field trip for approximately 60 female students, 24 male students, 8 adult female chaperones, and 4 adult male chaperones to participate in the National Show Choir Competition on March 5, 2020 through March 8, 2020. This overnight field trip will be contingent upon the BOHS Show Choir raising the necessary funds through fundraisers, sponsors, and donations.

Cost: \$1,000.00 per student (Approximate)  
\$95,000.00 Total Cost of Trip (Approximate)

Fund: Choir Booster Club and Fundraising

[BOHS Overnight Field Trip – National Show Choir Competition – Nashville, Tennessee](#)

**d. Special Education**

Recommend the Board of Education approve Special Education Contracts, Individual Service Agreements or Amendments, Contractor Agreements, and/or Settlement Agreements, as follows:

- |  |                     |
|--|---------------------|
| 1. <u>Confidential Settlement Agreement 2019-20</u><br>Student #550004206  | <b>\$ 10,000.00</b> |
| 2. <u>Quality Autism Services 2018-19</u><br>Amended Independent Contractor Agreement<br>Student #HomeBase Student | <b>\$ 2,000.00</b>  |
| 3. <u>Confidential Settlement Agreement</u><br>Student #410000162  | <b>\$ 56,500.00</b> |
| 4. <u>Therapy for Kids, Inc.</u><br><u>dba Gallager Pediatric Therapy 2018-19</u><br>(amending P.O.)               | <b>\$ 4,500.00</b>  |
| 5. <u>Confidential Settlement Agreement 2019-20</u><br>Student #400000283  | <b>\$ 52,200.00</b> |

6. Confidential Settlement Agreement 2019-20      **\$ 64,500.00**  
Student #400000221

#### **4. Business Services**

##### **a. Warrant List – Auditor Flanders**

Recommend the Board of Education approve the Warrant List for the period June 20, 2019 through July 17, 2019.

[Warrant List](#)

##### **b. Donations**

Recommend the Board of Education accept and acknowledge the list of donations, as per agenda attachment.

[Donations](#)

##### **c. Surplus Property**

Recommend the Board of Education declare surplus and approve disposition of the list of surplus District property, as per agenda attachment.

[Surplus Property](#)

##### **d. Brea H.O.P.E., Inc.**

Recommend the Board of Education, acting as an agent for Brea H.O.P.E., Inc., approve the payments as listed in the agenda attachment, as well as the payments submitted for immediate disbursement after the final agenda deadline.

[Brea H.O.P.E., Inc.](#)

##### **e. Approval to Sign Contracts and Agreements**

Recommend the Board of Education delegate authority to sign contracts and maintenance agreements that do not exceed the legal bid limit as defined in Public Contract Code 20111 and/or Uniform Public Cost Accounting procedures to the Assistant Superintendent Business Services for the 2019-20 fiscal year.

[Approval to Sign Contracts and Agreements](#)

##### **f. Blanket Approval for Hiring Independent Contractors**

Recommend the Board of Education delegate authority to sign contracts for consultants, independent contractors, and other services with a maximum limit of \$5,000.00 to the Superintendent, Assistant Superintendent Business Services, Assistant Superintendent Education Services, and the Assistant Superintendent Human Resources for the 2019-20 fiscal year.

[Blanket Approval for Hiring Independent Contractors](#)



**g. Agreement with Coast Arbor**

Recommend the Board of Education approve an agreement with Coast Arbor in the amount of approximately \$12,450.00 for tree trimming on the Arovista, Fanning, and Laurel Elementary School campuses.

Cost: \$12,450.00 (Approximate)

Fund: 01 – General

[Agreement with Coast Arbor](#)

**h. Purchase of Freezer and Refrigerator**

Recommend the Board of Education approve the purchase of a refrigerator unit and separate freezer unit from Action Sales Food Service Equipment Company in the amount of approximately \$7,736.45 for Country Hills Elementary School.

Cost: \$7,736.45 (Approximate)

Fund: 13 – Food Service

[Purchase of Freezer and Refrigerator](#)

**X. INFORMATION, DISCUSSION AND DIRECTION**

**1. Fourth Quarter Report on Williams Uniform Complaints**

This is an information only item. No Board action is required.

[Fourth Quarter Report on Williams Uniform Complaints](#)

**2. BB 9240 – Board Development / Board Training**

[BB 9240 – Board Development / Board Training](#)

**XI. PUBLIC HEARING – None**

**XII. ACTION ITEMS**

**1. Superintendent's Department**

**a. Board Governance**

Recommend the Board of Education approve the first reading of the Best Practices Supporting Effective Governance regarding the Board's respective roles and responsibilities.

**MOTION #** \_\_\_\_\_  
**MOTION** \_\_\_\_\_  
**SECOND** \_\_\_\_\_  
**ROLL CALL** \_\_\_\_\_  
**VOTE** \_\_\_\_\_

**VOTE:** Colon                      Flanders                      Kropke                      Lyons

**b. Employment Contract Renewal – Assistant Superintendent Educational Services**

Recommend the Board of Education approve an employment contract renewal between the Brea Olinda Unified School District and Kerrie Torres, Assistant Superintendent Educational Services, effective July 1, 2019 through June 30, 2022.

**MOTION #** \_\_\_\_\_  
**MOTION** \_\_\_\_\_  
**SECOND** \_\_\_\_\_  
**ROLL CALL** \_\_\_\_\_  
**VOTE** \_\_\_\_\_

**VOTE:** Colon                      Flanders                      Kropke                      Lyons  
Ruiz

[Employment Contract – Kerrie Torres – July 2019 - June 2022](#)

**c. Employment Contract Renewal – Assistant Superintendent Human Resources**

Recommend the Board of Education approve an employment contract renewal between the Brea Olinda Unified School District and Brinda Leon, Assistant Superintendent Human Resources, effective July 1, 2019 through June 30, 2022.

**MOTION #** \_\_\_\_\_  
**MOTION** \_\_\_\_\_  
**SECOND** \_\_\_\_\_  
**ROLL CALL** \_\_\_\_\_  
**VOTE** \_\_\_\_\_

**VOTE:** Colon                      Flanders                      Kropke                      Lyons  
Ruiz

[Employment Contract – Brinda Leon – July 2019 - June 2022](#)

**d. Employment Contract – Assistant Superintendent Business Services**

Recommend the Board of Education approve an employment contract between the Brea Olinda Unified School District and Richard Champion, Assistant Superintendent Business Services, effective August 1, 2019 through June 30, 2022.

**MOTION #** \_\_\_\_\_  
**MOTION** \_\_\_\_\_  
**SECOND** \_\_\_\_\_  
**ROLL CALL** \_\_\_\_\_  
**VOTE** \_\_\_\_\_

**VOTE:** Colon                      Flanders                      Kropke                      Lyons  
Ruiz

**2. Human Resources – None**

**3. Educational Services**

**a. Contract Approval – California Dept. of Education CSPP-9335 – Early Education and Support Division State Preschool Grant #30-6644-00-9**

Recommend the Board of Education approve a contract between the Child Development Services Division of the Brea Olinda Unified School District and the California Department of Education Early Education and Support Division to award funding in the amount of approximately \$434,045.00 to continue to provide a State Preschool Program at both Arovista and Laurel Elementary Schools for the 2019-2020 school year.

Award: \$434,045.00 (Approximate) (Preschool Funding)

**MOTION #** \_\_\_\_\_  
**MOTION** \_\_\_\_\_  
**SECOND** \_\_\_\_\_  
**ROLL CALL** \_\_\_\_\_  
**VOTE** \_\_\_\_\_

**VOTE:** Colon                      Flanders                      Kropke                      Lyons  
Ruiz

[Contract Approval – California Dept. of Education CSPP-9335 – Early Childhood and Support Division State Preschool Grant #30-6644-00-9](#)

**b. Curriculum Associates – Purchase of i-Ready Professional Development (Pilot for 2019-2020)**

Recommend the Board of Education approve the purchase of the i-Ready Professional Development from Curriculum Associates in the amount of approximately \$24,243.75 for Arovista, Country Hills, Fanning, Mariposa, and Olinda Elementary Schools for the 2019-2020 school year.

Cost \$24,243.75 (Approximate)

Fund: LCFF Supplemental

**MOTION #** \_\_\_\_\_  
**MOTION** \_\_\_\_\_  
**SECOND** \_\_\_\_\_  
**ROLL CALL** \_\_\_\_\_  
**VOTE** \_\_\_\_\_

**VOTE:** Colon                      Flanders                      Kropke                      Lyons  
Ruiz

[Curriculum Associates – Purchase of i-Ready Professional Development \(Pilot for 2019-2020\)](#)





**c. Cooperative Purchasing Agreement with Glasby Maintenance Supply**

Recommend the Board of Education ratify the purchase of custodial supplies be awarded to Glasby Maintenance Supply in the amount of approximately \$175,000.00 under the terms and conditions of Contract #218-09 awarded by the Placentia-Yorba Linda Unified School District pursuant to the provisions of Public Contract Code Section 20118. The Board finds and determines that it is in the best interest of the District to purchase the custodial supplies through Glasby Maintenance Supply piggybacking on the Placentia-Yorba Linda Unified School District in lieu of following the bidding process.

Cost: \$175,000.00 (Approximate)

Fund: 01 – General

**MOTION #** \_\_\_\_\_  
**MOTION** \_\_\_\_\_  
**SECOND** \_\_\_\_\_  
**ROLL CALL** \_\_\_\_\_  
**VOTE** \_\_\_\_\_

**VOTE:** Colon                      Flanders                      Kropke                      Lyons  
Ruiz

[Cooperative Purchasing Agreement with Glasby Maintenance Supply](#)

**d. Deductive Change Order #001, Bid #17-02 – General Construction – Telacu Construction Management**

Recommend the Board of Education approve Deductive Change Order #001 for Telacu Construction Management in the amount of <\$45,401.23> on the Olinda Elementary School Multi-Purpose Building project.

Cost: <\$45,401.23>

Fund: 25 – Capital Facilities

**MOTION #** \_\_\_\_\_  
**MOTION** \_\_\_\_\_  
**SECOND** \_\_\_\_\_  
**ROLL CALL** \_\_\_\_\_  
**VOTE** \_\_\_\_\_

**VOTE:** Colon                      Flanders                      Kropke                      Lyons  
Ruiz

[Deductive Change Order #001, Bid #17-02 – General Construction, Telacu Construction Management](#)









Wednesday, August 28	Brea Jr. High Back-to-School Night – 6:30 PM
Thursday, August 29	Olinda Back-to-School Night – 6:30 PM
Tuesday, September 3	Country Hills Back-to-School Night – 6:30 PM
Wednesday, September 4	Brea Canyon Back-to-School Night – 6:30 PM
Thursday, September 5	Brea Olinda High School Back-to-School Night – 6:00 PM
Monday, September 9	Regular Board Meeting – 6:30 PM
Thursday, September 12	Mariposa Back-to-School Night – 6:30 PM

**XV. SUPERINTENDENT AND BOARD COMMENTS**

**XVI. ADJOURNMENT**

**ADJOURNMENT – Time:\_\_\_\_\_ PM**