

Santa Ana Unified School District
1601 E. Chestnut Avenue
Santa Ana, California 92701

MINUTES

REGULAR MEETING
SANTA ANA BOARD OF EDUCATION

March 10, 2015

CALL TO ORDER

The meeting was called to order at 5:00 p.m. by Board President Palacio. Other members in attendance were Ms. Iglesias, Ms. Amezcua, Mr. Richardson, and Mr. Hernández.

Cabinet members present were Dr. Miller, Dr. Phillips, Dr. Haglund, Mr. McKinney, Ms. Lohnes, Mr. Dixon, Ms. Miller, and Dr. Rodriguez.

CLOSED SESSION PRESENTATIONS

Mr. Palacio asked those wishing to address the Board in matters pertaining to Closed Session to step to the lectern.

There were no individuals wishing to address the Board.

RECESS TO CLOSED SESSION

The Regular Board meeting was immediately recessed at 5:00 p.m. to consider student discipline, personnel matters, and negotiations.

RECONVENE OPEN MEETING

The Regular Board meeting reconvened at 6:14 p.m.

PLEDGE OF ALLEGIANCE

The meeting was opened with the Pledge of Allegiance led by Andrea Lopez, eighth-grade student at Sierra Preparatory Academy.

REPORT OF ACTION TAKEN IN CLOSED SESSION

By a vote of 5-0, the Board took action to approve the recommended non-reelected Probationary Certificated Employees: Employee ID #28164 and Employee ID #27964 effective June 19, 2015.

Moved:	Palacio	_____	Iglesias	_____	Amezcu	_____	Richardson	<u> X </u>	Hernández	_____
Seconded:	Palacio	_____	Iglesias	_____	Amezcu	<u> X </u>	Richardson	_____	Hernández	_____
Ayes:	Palacio	<u> X </u>	Iglesias	<u> X </u>	Amezcu	<u> X </u>	Richardson	<u> X </u>	Hernández	<u> X </u>
Noes:	Palacio	_____	Iglesias	_____	Amezcu	_____	Richardson	_____	Hernández	_____
Final Vote:	Ayes	<u> 5 </u>	Noes	<u> 0 </u>	Abstain	_____	Absent	_____		

By a vote of 5-0, the Board took action to appoint Yoly Aguilar to the position of Early Learning Specialist.

Moved:	Palacio	_____	Iglesias	<u> X </u>	Amezcu	_____	Richardson	_____	Hernández	_____
Seconded:	Palacio	_____	Iglesias	_____	Amezcu	_____	Richardson	<u> X </u>	Hernández	_____
Ayes:	Palacio	<u> X </u>	Iglesias	<u> X </u>	Amezcu	<u> X </u>	Richardson	<u> X </u>	Hernández	<u> X </u>
Noes:	Palacio	_____	Iglesias	_____	Amezcu	_____	Richardson	_____	Hernández	_____
Final Vote:	Ayes	<u> 5 </u>	Noes	<u> 0 </u>	Abstain	_____	Absent	_____		

By a vote of 5-0, the Board took action to appoint Tina Douglas to the position of Assistant Superintendent, Business Services.

Moved:	Palacio	_____	Iglesias	_____	Amezcu	<u> X </u>	Richardson	_____	Hernández	_____
Seconded:	Palacio	_____	Iglesias	_____	Amezcu	_____	Richardson	<u> X </u>	Hernández	_____
Ayes:	Palacio	<u> X </u>	Iglesias	<u> X </u>	Amezcu	<u> X </u>	Richardson	<u> X </u>	Hernández	<u> X </u>
Noes:	Palacio	_____	Iglesias	_____	Amezcu	_____	Richardson	_____	Hernández	_____
Final Vote:	Ayes	<u> 5 </u>	Noes	<u> 0 </u>	Abstain	_____	Absent	_____		

HIGH SCHOOL STUDENT AMBASSADOR

Seegerstrom - Geovanna Medel

Geovanna provided highlights to the Board of current events, information, and activities at Seegerstrom High School.

RECOGNITIONS / ACKNOWLEDGMENTS

Anthony Solis, 3rd Grade Student at Pio Pico Elementary School, Named Recipient of Association of California School Administrators Region 17 Every Student Succeeding Award

Lisa Gonzales-Solomon, Principal at Lowell Elementary School recognized SAUSD Anthony Solis who has succeeded in achieving his goals.

Blake Smith, Valley High School Teacher, Represented the Angels at 2014 All Star Game in Minnesota

Board Member Richardson recognized Blake Smith for his commitment to the students of SAUSD.

SUPERINTENDENT'S REPORT

Dr. Miller opened his report by mentioning Read Across America Day and the celebration throughout the District with guest readers at various schools. He also mentioned KinderCaminata, an annual event at Santa Ana College where kindergartners experienced a day on a college campus. Dr. Miller noted he was privileged to attend the Association of California School Administrators (ACSA) Region 17 Every Student Succeeding Breakfast. He provided an update of the Santa Ana High School Soccer Team who competed at a Regional Tournament in Clovis, California this evening. Dr. Miller concluded his report with a brief mention of his meeting with College presidents related to organization of smooth transitions from K-12 to higher education.

PUBLIC PRESENTATIONS

Kathryn Cobb-Woll invited the Board to the upcoming Spring Musical - Into the Woods at Santa Ana High School. Hiba Shublak addressed the Board related to the Active Learning Dance Program. Maricela Bustos, Guadalupe Valdez, and Dora Ramirez addressed the Board related to the Dual Immersion Program at Carr Intermediate School. Sergio Rodriguez addressed the Board related to the fundamental school lottery and wait list. Paul Zive addressed the Board related to Class Size Reduction and Local Control Funding Formula (LCFF) at Willard Intermediate School. Araceli Cazalez addressed the Board related to parent involvement partners. Odalys Sanchez and Mario Ardilla addressed the Board related to the Active Learning Dance Program.

1.0 APPROVAL OF CONSENT CALENDAR

The following items were removed from the Consent Calendar for discussion and separate action:

1.8 Approval of Memorandum of Understanding with Imagine Learning for 2014-15 School Year

1.9 Ratification of Approval of Agreement between Padres Unidos and Garfield Elementary School for 2014-15 School Year

It was moved by Ms. Amezcua, seconded by Mr. Hernández, and carried 5-0, to approve the remaining items on the Consent Calendar as follows:

1.1 Approval of Regular Board Minutes - February 24, 2015

1.2 Orange County Department of Education Second Quarter Site Review Report on Williams Settlement Legislation for Fiscal Year 2014-15

1.3 Acceptance of Gifts in Accordance with Board Policy 3290 - Gifts, Grants, and Bequests

1.4 Approval of Extended Field Trip(s) in Accordance with Board Policy (BP) 6153 - School- Sponsored Trips and Administrative Regulation (AR) 6153.1 - Extended School-Sponsored Trips

1.5 Approval of Ethnic Studies Course for High School Students

1.6 Approval of Ratification of Consultant Agreement between Dr. Anthony P. Mazzaferro and Special Projects for February 25, 2015 through March 4, 2015

1.7 Approval of Consultant Agreement between Panjive Steel Drum Entertainment and Carr Intermediate School for April 1, 2015

1.10 Adoption of Current K-5 Curriculum for Physical Education Course of Study

1.11 Approval/Ratification of Listing of Agreements/Contracts with Santa Ana Unified School District and Various Consultants Submitted for Period of February 11, 2015 through February 23, 2015

1.12 Approval of Expulsion of Students for Violation of California Education Code Sections 48900, 48900.2, 48900.3, 48900.4, 48900.7, and/or 48915(c) According to Board Policy 5144.1

313875 - Santa Ana

For the violation of Education Code Section 48900, paragraph C that the Board expel the student from the schools of the District, and that the student may apply for readmission on or after March 10, 2016.

315645 - Santa Ana

For the violation of Education Code Section 48900, paragraph C that the Board expel the student from the schools of the District, and that the student may apply for readmission on or after March 10, 2016.

- 1.13 Approval of Master Contracts and/or Individual Service Agreements with Nonpublic Schools and Agencies for Students with Disabilities for 2014-15 School Year
- 1.14 Approval of Consultant Agreement for Training in New Reclassification Procedures for Students with Disabilities for 2014-15 School Year
- 1.15 Approval of Consultant Agreement for Mental Health Counseling Services for 2014-15 School Year
- 1.16 Approval of Consultant Agreement for Mental Health Counseling Services for 2014-15 School Year
- 1.17 Ratification of Memorandum of Understanding Increase with California School Climate, Health, and Learning Survey System Regional Center Agency of WestEd for California Healthy Kids Survey for 2013-14 School Year
- 1.18 Approval of Memorandum of Understanding with the California School Climate, Health, and Learning Survey System Regional Center Agency of WestEd for California Healthy Kids Survey for 2014-15 School Year
- 1.19 Ratification of Purchase Order Summary and Listing of Orders \$25,000 and Over for Period of February 11, 2015 through February 24, 2015
- 1.20 Ratification of Expenditure Summary and Warrant Listing for Period of February 11, 2015 through February 24, 2015
- 1.21 Authorization to Utilize Western States Contracting Alliance Price Agreement for Cellular Services Districtwide with Verizon Wireless, Under E-Rate for 2015-16 Fiscal Year
- 1.22 Authorization to Award Contract for Managed Internet Services Districtwide to Foothills Education and Technology Partnership, Under E-Rate
- 1.23 Approval of Internet Service Agreement with Orange County Superintendent of Schools for Fiscal Year 2015-16
- 1.24 Approval of Consultant Agreement with Leadership Laboratories, Inc., for Period of March 11, 2015 through June 30, 2015
- 1.25 Approval of Consultant Agreement Increase for Rayburn Corporation
- 1.26 Approval to Substitute Subcontractor for Bid Package No. 1 New Building and Sitework - Lath & Plaster, Drywall, and Painting at Wilson Elementary School Under Overcrowding Relief Grant Program
- 1.27 Acceptance of Completion of Contract for Bid Package No. 1 Replacement of Fencing at Monte Vista Elementary School
- 1.28 Acceptance of Completion of Contract for Bid Package No. 1 Heating, Ventilation, and Air Conditioning at Monte Vista Elementary School

- 1.29 Approval of Revised Job Description: Director of Certificated Personnel
Copy of revised job description attached.
- 1.30 Approval of Revised Job Description: Executive Director of Human Resources
Copy of revised job description attached.
- 1.31 Approval of Personnel Calendar Including the Transition of Specific Staff Members with such Topics as: Hiring, Promotions, Transfers, Resignations, Retirements, and Leaves. Copy of Personnel Calendar attached.

ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION AND SEPARATE ACTION:

- 1.8 Approval of Memorandum of Understanding with Imagine Learning for 2014-15 School Year

It was moved by Ms. Amezcua, seconded by Mr. Richardson, and carried 5-0, to approve the memorandum of understanding with Imagine Learning for the 2014-15 school year.
- 1.9 Ratification of Approval of Agreement between Padres Unidos and Garfield Elementary School for 2014-15 School Year

It was moved by Ms. Amezcua, seconded by Mr. Richardson, and carried 5-0, to ratify the approval of the agreement with Padres Unidos and Garfield Elementary School for the 2014-15 school year.

PRESENTATION

District Wide Parent Engagement Strategies

Dr. Rodriguez, Assistant Superintendent, Teaching and Learning provided examples of district-wide efforts along with parent speakers on Padres Unidos, 40 Developmental Assets, and Padres Promotores Programs.

REGULAR AGENDA - ACTION ITEMS

- 2.0 CERTIFICATION OF SECOND INTERIM FINANCIAL STATUS (POSITIVE)

It was moved by Mr. Richardson, seconded by Ms. Amezcua, and carried 5-0, to certify the District financial status as positive.
- 3.0 AUTHORIZATION TO AWARD CONTRACT FOR WIDE AREA NETWORK SERVICES DISTRICTWIDE TO SUNESYS, INC., UNDER E-RATE

It was moved by Ms. Amezcua, seconded by Mr. Richardson, and carried 5-0, to authorize staff to award a contract for Wide Area Network services Districtwide, under E-Rate in the amount of \$4,841,466.60 for 60 months, pursuant to RFP No. 09-15 to Sunesys, Inc.

- 4.0 AUTHORIZATION TO RENEW CONTRACT FOR VARIOUS TELECOMMUNICATION AND INTERNET ACCESS SERVICES DISTRICTWIDE WITH AT&T, UNDER E-RATE FOR 2015-16 FISCAL YEAR

It was moved by Mr. Richardson, seconded by Mr. Palacio, and carried 5-0, to authorize staff to renew a contract for various telecommunication and internet access services Districtwide with AT&T, under E-Rate for the 2015-16 fiscal year, pursuant to Request for Proposals No. 04-13.

- 5.0 AUTHORIZATION TO AWARD CONTRACT FOR INSTALLATION OF STRUCTURED CABLING SYSTEM AND NETWORK EQUIPMENT TO FEDERAL TECHNOLOGY SOLUTIONS, INC., UNDER E-RATE DISTRICTWIDE

It was moved by Mr. Richardson, seconded by Ms. Amezcua, and carried 5-0, to table the item until March 24, 2015.

- 6.0 APPROVAL OF THE AGREEMENT TO INDEMNIFY, WAIVE, AND RELEASE SUCCESSOR AGENCY TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF SANTA ANA REGARDING RETRO-ACTIVE PASS-THROUGH OBLIGATIONS

It was moved by Mr. Palacio, seconded by Mr. Richardson, and carried 4-0, Ms. Iglesias not present, to approve the Successor Agency's proposed agreement regarding indemnity, waiver, and release regarding the pass-through obligations and incorporate Exhibit A. Copy of Exhibit A attached.

- 7.0 APPROVAL OF CONSULTANT AGREEMENT WITH AMERICAN MECHANICAL PLUMBING ENGINEERING

It was moved by Mr. Hernández, seconded by Mr. Richardson, and carried 4-0, Ms. Iglesias not present, to approve the consultant agreement with American Mechanical Plumbing Engineering for Proposition 39 projects in the amount of \$250,000 for the 2014-15 school year.

- 8.0 AUTHORIZATION TO AWARD CONTRACT FOR BID PACKAGE 504 NEW CONSTRUCTION TWO-STORY CLASSROOM BUILDING AT SADDLEBACK HIGH SCHOOL UNDER EMERGENCY REPAIR PROGRAM

It was moved by Mr. Richardson, seconded by Mr. Palacio, and carried 5-0, to authorize staff to award a contract to Robert Clapper Construction Services, Inc. dba R. C. Construction Services for Bid Package 504 New Construction of Two-Story Classroom Building at Saddleback High School under Emergency Repair Program in the amount of \$6,471,000.

- 9.0 APPROVAL OF NEW JOB DESCRIPTION: COORDINATOR OF TECHNOLOGY INTEGRATION SERVICES

It was moved by Mr. Richardson, seconded by Mr. Palacio, and carried 5-0, to approve the new job description: Coordinator of Technology Integration Services. Copy of new job description attached.

- 10.0 BOARD POLICY (BP) 6145.2 - ATHLETICS COMPETITION (REVISED: FIRST READING)

Revised for first reading; No Action Required.

BOARD AND STAFF REPORTS/ACTIVITIES

Ms. Iglesias

- Participated in Read Across America at Heroes Elementary;
- Attended KinderCaminata, great experience;
- Attended the Honor Band Concert at Santa Ana High School.

Ms. Amezcua

- Participated in Read Across America at Heroes Elementary;
- Participated in KinderCaminata;
- Attended the Honor Band Concert;
- Announced her participation in Principal for a Day at Valley High School.

Mr. Palacio

- Participated in KinderCaminata;
- Announced the Annual Parent Conference on March 14th at 9:00 a.m. at Villa Fundamental Intermediate School;
- Announced his participation in Read Across America at Franklin Elementary.

Mr. Richardson


- Looking forward to his participation of Principal for a Day at Century High School;
- Announced the Godinez Fundamental High School presentation of Les Misérables;
- Announced the Spring Musical - Into the Woods at Santa Ana High School;
- Attended the Santa Ana High School Soccer game vs. La Quinta High School.

ADJOURNMENT

There being no further business to come before the Board, the Board meeting was adjourned by Mr. Richardson at 8:53 p.m. in memory of Brian Carman, Alan Fainberg, and Mae Yamagata.

The next Regular Meeting will be held on Tuesday, March 24, 2015, at 6:00 p.m.

ATTEST:



Rick Miller, Ph.D.
Secretary
Santa Ana Board of Education



SANTA ANA UNIFIED SCHOOL DISTRICT

DIRECTOR OF HUMAN RESOURCES

JOB SUMMARY:

Under the general direction of the Associate Superintendent, Human Resources and/or designee, assist in the planning, organizing, and directing of the District's comprehensive personnel and employee relations program for certificated and classified personnel.

REPRESENTATIVE DUTIES:

- Provide general administrative leadership in the operations and services of the Human Resources Services Division related to certificated and classified department functions. **E**
- Assist the Associate Superintendent, Human Resources in directing all aspects of the District's personnel program for certificated and classified employees. **E**
- Develop and implement recruitment and selection processes and procedures for District vacancies in classified and certificated employment; posting of job opportunities; may interview candidates; monitor procedures for the employment, assignment and evaluation of teacher substitutes and provide orientation for new teacher substitutes on a periodic basis. **E**
- Participate as a member of the District bargaining team in contract negotiations with employee associations, assist in the development of District proposals and in the analyses of employee proposals, and provide back-up assistance in the day-to-day administration of employee contracts. **E**
- Develop Board Agenda materials, as necessary; prepare personnel reports and other documentation of personnel actions; conduct administrative and salary surveys; research, compile and analyze data for District and State reports; develop, plan and implement information systems to maintain and retrieve personnel data; annually audit the assignment of certificated personnel within their credential authorization; prepare information and reports for CBEDS, Williams, SARC and other federal or State reporting. **E**
- Assist in planning and implementing general and specialized personnel/employee relations inservice training programs for certificated and classified administrators, managers, and supervisors. **E**

DIRECTOR OF HUMAN RESOURCES (CONTINUED)**REPRESENTATIVE DUTIES:** (continued)

- Provide for a comprehensive program of recruitment, selection and assignment for certificated personnel; assist in the evaluation of candidates for employment; review certificates of applicants and make recommendations on hiring and assignment. **E**
- Engage in strategic planning for the District and Human Resources Services Division. **E**
- Work one-on-one with principals and other managers at their school sites or in their departments for appropriate supervision, evaluation, and discipline of classified and certificated personnel; assist in developing strategies for assistance; handle non-relections and terminations; conduct fair, thorough, and legally sound investigations; assure compliance with bargaining unit agreements, State and federal laws, Board/District policies and regulations, and other applicable rules. **E**
- Communicate with bargaining unit representatives regarding issues that affect unit employees or negotiated agreements. **E**
- Assist in the orientation of new teacher personnel; explain District policy and procedures for leaves of absence and other benefits; monitor personnel on leave to assure compliance with District policy. **E**
- Direct the selection of teacher substitutes; monitor and evaluate teacher substitutes; provide orientation for substitutes on a periodic basis. **E**
- Attend meetings, conferences and other workshops regarding personnel administrative matters. **E**
- Maintain employee files for certificated and classified personnel in a confidential manner; prepare various reports, agenda back-up information and other documentation of personnel actions. **E**
- Supervise assigned Personnel Division staff; perform evaluations, select personnel, recommend salary increases and provide work-direction and guidance to assigned staff. **E**
- Participate in the development of inservice programs for certificated and classified personnel and in articulation of staffing needs with colleges and universities. **E**
- Perform related duties as assigned.

DIRECTOR OF HUMAN RESOURCES (CONTINUED)

KNOWLEDGE AND ABILITIES:

Knowledge of:

- Principles and practices of personnel management, employer-employee relations and collective bargaining.
- Laws and administrative regulations applicable to employer-employee relations.
- Principles of management, human resources, supervision, and organizational behavior.
- Principles of wage and salary administration, equal employment opportunity, and nondiscrimination.
- Personnel administrative functions including recruitment, selection, employment transfers, promotions, leave, grievance processing, terminations, salary administration, fringe benefit programs, EEO guidelines, labor relations and personnel policies and procedures and principles of supervision and management.
- Personnel laws and regulations.
- Applicable sections of State Education Code.
- Certificated collective bargaining agreement.
- Modern personnel policies, procedures, and information sources.

Ability to:

- Plan, organize and direct complex programs of personnel management and employee relations.
- Communicate effectively both orally and in writing, including preparation and presentation of detailed complex analyses, recommendations and conclusions.
- Use sound judgment in interpreting and applying policies and procedures.
- Collect and analyze data.
- Manage, supervise, motivate, and train personnel.
- Establish and maintain effective working relationships.
- Analyze problems and propose logical solutions.
- Work effectively and cooperatively with personnel at all levels.
- Communicate effectively both orally and in writing.
- Write policies and regulations clearly and concisely.
- Analyze teacher credits to determine the appropriateness of teacher credentials.

EDUCATION AND EXPERIENCE:

- Master's Degree from an accredited college or university
- Three years site principal experience

DIRECTOR OF HUMAN RESOURCES (CONTINUED)

REPRESENTATIVE DUTIES: (continued)

LICENSES, CERTIFICATES, AND OTHER REQUIREMENTS:

- Valid California Administrative Credential
- Valid California driver's license
- Bilingual Spanish/English is desirable

WORKING CONDITIONS:

ENVIRONMENT:

- Typical office environment.

PHYSICAL ABILITIES:

- Sufficient vision to read volumes of printed materials.
- Sufficient hearing to conduct in person and telephone conversations.
- Sufficient physical mobility to move about the District and drive a car.
- Ability to speak in an understandable voice with sufficient volume to be heard in normal conversational distance, on the telephone, and in addressing groups.
- Physical, mental and emotional stamina to endure long hours under sometimes stressful conditions.

Reasonable accommodation may be made to enable a person with a disability to perform the essential duties of the job with or without reasonable accommodation.

Board Approved: 3/10/15 (1/24/84, 4/22/86, 1/14/92)



SANTA ANA UNIFIED SCHOOL DISTRICT

EXECUTIVE DIRECTOR OF HUMAN RESOURCES

JOB SUMMARY:

Under the general direction of the Associate Superintendent, Human Resources, assist in the planning, organizing, and directing of the District's comprehensive personnel and employee relations program for certificated and classified personnel.

REPRESENTATIVE DUTIES:

- Assume responsibility for making decisions regarding personnel matters and provide supervision to the Human Resources Division in the absence of the Associate Superintendent, Human Resources. **E**
- Assist in providing general administrative leadership in the operations and services of the Human Resources Services Division related to certificated and classified department functions. **E**
- Assist the Associate Superintendent, Human Resources in analyzing, developing, coordinating, and implementing state laws, Board of Education policies, and administrative regulations. **E**
- Develop new or revised personnel policies and administrative regulations for Governing Board consideration; review new legislation, legal opinions and administrative advisories and make recommendations as necessary; interpret and apply relevant federal and State laws, and District policies and procedures and collective bargaining agreements as necessary. **E**
- In conjunction with the Associate Superintendent, Human Resources, evaluate systematically and continuously the work and performance of the assigned staff within the Personnel Services Division to attain the objectives of their area and assist them with their professional growth and development. **E**
- Assist the Associate Superintendent, Human Resources in preparing, recommending, and administering the division budget for the Human Resources Services Division. **E**
- In conjunction with the Associate Superintendent, Human Resources, evaluate, plan, organize, develop, and manage a program of employer/employee relations and employee evaluation that promotes the achievement of high personnel standards and performance. **E**
- Develop personnel policy proposals and recommendations. **E**

EXECUTIVE DIRECTOR OF HUMAN RESOURCES (CONTINUED)**REPRESENTATIVE DUTIES:** (continued)

- Administer and coordinate all functions relating to assignment and management of personnel and prepare responses to state and federal complaints and individual lawsuits relating to personnel. **E**
- Conduct wage and salary studies and surveys periodically; recommend certificated and classified wage and salary levels and classifications; maintain a classification system; recommend personnel for reclassification as appropriate. **E**
- Coordinate efforts to recruit and hire highly-qualified individuals into administrative positions. **E**
- Assist in providing leadership in the management of the negotiated agreements, active participation in the negotiating process, and coordinating the inservice sessions on the collective bargaining contracts. **E**
- Review and analyze the District's current position for compliance with established codes, law, and procedures related to general liability, worker's compensation, payroll services, and employee benefits; make required changes to bring the District to compliance and protect the resources of the District. **E**
- Receive and process claims against the District; develop and coordinate District claims against others; investigate claims and represent the District at court or related meetings. **E**
- Manage internal operations including communication, technology, records, workflow, and other areas to assure smooth and efficient delivery of services that comply with laws, policies, and regulations. **E**
- Develop and implement long and short-term plans and activities designed to enhance assigned programs and services, and assure an economical, safe, and efficient work environment. **E**
- Perform other related duties as assigned.

EXECUTIVE DIRECTOR OF HUMAN RESOURCES (CONTINUED)

KNOWLEDGE AND ABILITIES:

Knowledge of:

- Current educational administration principles and practices, including site-based management, supervision, evaluation, training, legislative laws and credentials.
- Human Resources Services Division operations, functions and responsibilities and the appropriate supportive services required to ensure operational effectiveness.
- Laws and regulations regarding personnel practices.
- State, County, City and community entities.

Ability to:

- Modify management strategies based on evaluation data.
- Develop new policies and procedures in accordance with the needs of the District.
- Exercise judgment and discretion in interpreting and applying policies and procedures.
- Effectively communicate and deal with individuals, organizations, community groups, and the public.
- Speak and write effectively.
- Perform the essential functions of the job.

EDUCATION AND EXPERIENCE:

- Master's degree from an accredited college or university
- Three years site principal experience
- Five years' demonstrated experience in certificated and classified personnel and employer/employee relations (preferred)

LICENSES, CERTIFICATES, AND OTHER REQUIREMENTS:

- Valid teaching and administrative credentials from an accredited college/university.
- Valid California driver's license.
- Willingness to work additional hours periodically.
- Willing to travel as needed.

WORKING CONDITIONS:

ENVIRONMENT:

- Typical office/school.

EXECUTIVE DIRECTOR OF HUMAN RESOURCES (CONTINUED)

WORKING CONDITIONS: (continued)

PHYSICAL ABILITIES:

- Sufficient vision to read volumes of printed materials
- Sufficient hearing to conduct in person and telephone conversations
- Sufficient physical mobility to move about the District and drive a car
- Ability to speak in an understandable voice with sufficient volume to be heard in normal conversational distance, on the telephone, and in addressing groups
- Physical, mental and emotional stamina to endure long hours under sometimes stressful conditions

Reasonable accommodation may be made to enable a person with a disability to perform the essential duties of the job with or without reasonable accommodation.

Board Approved: 3/10/15 (8/9/94)

CERTIFICATED PERSONNEL CALENDAR

Personnel Calendar
 Board Meeting - March 10, 2015

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
RETIREMENTS					
Alexander, Susan	Teacher	Special Education	June 19, 2015		Retirement - 11 years
Hinshaw, Lisa	Principal	Willard	June 30, 2015		Retirement - 25 years
Mc Lean, Kathleen	Teacher	Willard	June 19, 2015		Retirement - 21 years
Medico-Estes, Cheryl	Teacher	Valley	June 19, 2015		Retirement - 25 years
RETIREMENT CHANGE IN DATE					
Aubuchon, Diana	Teacher	McFadden	From June 19, 2015 to March 2, 2015		Retirement - 25 years
RESIGNATIONS					
Encinas, David	Teacher	Spurgeon	June 19, 2015		Moving, returning to school - 3 years
Liuzzi, Nicole	Teacher	Lathrop	June 19, 2015		Personal - 1 year Family Responsibilities - 6 years
Presby, Monica	Teacher	Lincoln	June 19, 2015		

Mark A. McKinney, Associate Superintendent, Human Resources

CERTIFICATED PERSONNEL CALENDAR

Personnel Calendar
Board Meeting - March 10, 2015

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
NEW HIRES/RE-HIRES					
Aguero, Mark	Teacher	Century	February 26, 2015		New Hire - Probationary I
Huber, Jodie	Teacher	McFadden	February 27, 2015		New Hire - Intern
39-MONTH REEMPLOYMENT					
Kaviani, Revital	Teacher	Santa Ana	February 26, 2015	May 26, 2018	
CO-CURRICULAR 2014-15					
Tena, Daniel		Godinez	2014-15		Activities Director
EXTENSION ON LEAVE (21 duty days or more) - Without Pay with Benefits					
Yepes, Jose	Teacher	Martin	August 27, 2015	June 17, 2016	Personal
EXTRA DUTY 2014-15					
Adin, Peggy	Retired Substitute Nurse	Pupil Support Services Educational Services/Special Project	January 12, 2015	June 19, 2015	Retired Flat Rate
Blauer, Kathleen	Retired Substitute	Pupil Support Services	February 10, 2015	June 19, 2015	Retired Flat Rate
Cady, Cynthia	Retired Substitute Nurse	Pupil Support Services	January 12, 2015	June 19, 2015	Retired Flat Rate

Mark A. McKinney, Associate Superintendent, Human Resources

CERTIFICATED PERSONNEL CALENDAR

Personnel Calendar
 Board Meeting - March 10, 2015

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
EXTRA DUTY 2014-15 (Continued)					
Pate, Bonnie	Retired Substitute Nurse	Pupil Support Services	January 12, 2015	June 19, 2015	Retired Flat Rate
Robinson, Carolyn	Retired Substitute Nurse	Pupil Support Services	January 12, 2015	June 19, 2015	Retired Flat Rate
Throop, Mary	Retired Substitute Nurse	Pupil Support Services	January 12, 2015	June 19, 2015	Retired Flat Rate
Tuttle, Jane	Retired Substitute Nurse	Pupil Support Services	January 12, 2015	June 19, 2015	Retired Flat Rate
EXTRA DUTY 2014-15 CORRECTION					
Bluel, Karen	Teacher	Valley	February 2, 2015	June 18, 2015	Extra Period
Crewe, Dominic	Teacher	Valley	February 2, 2015	June 18, 2015	Extra Period
Shimasaki, Darren	Teacher	Valley	February 2, 2015	June 18, 2015	Extra Period
Su, Jennifer	Teacher	Valley	February 2, 2015	June 18, 2015	Extra Period
SPRING SPORTS 2014-15					
Alonzo, Yvonne	Head Coach	Segerstrom	2014-15		Softball
Canzone, Nick	Assistant Coach	Segerstrom	2014-15		Football
Cohen, Jason	Head Coach	Segerstrom	2014-15		Volleyball (Boys)
Echaves, Michael	Head Coach	Segerstrom	2014-15		Track
Fairley, Megan	Assistant Coach	Segerstrom	2014-15		Tennis (Boys)
Fredericksen, Timothy	Assistant Coach	Segerstrom	2014-15		Swimming
Kimmons III, Herbert	Head Coach	Segerstrom	2014-15		Tennis (Boys)

Mark A. McKinney, Associate Superintendent, Human Resources

CERTIFICATED PERSONNEL CALENDAR

Personnel Calendar
 Board Meeting - March 10, 2015

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
SPRING SPORTS 2014-15 (Continued)					
Maceranka, Michael	Head Coach	Segerstrom	2014-15		Football
Salway, Andrew	Head Coach	Segerstrom	2014-15		Swimming
Stevenson, Neil	Assistant Coach	Segerstrom	2014-15		Track
Tagalao, Joseph	Assistant Coach	Segerstrom	2014-15		Baseball
Vu, Lan	Assistant Coach	Segerstrom	2014-15		Track

Mark A. McKinney, Associate Superintendent, Human Resources

**AGENDA ITEM REQUESTS
 CERTIFICATED
 2014-15**

TITLE OF ACTIVITY	SITE	FUNDING	NOT TO EXCEED	EFFECTIVE
After/Before School Tutoring - Hoover	Hoover	Title I	\$5,000	April 13, 2015
Before/After School Tutoring Program	Santiago	Title I	\$8,000	March 11, 2015
Data Driven Planning - Spring	Saddleback	Title I	\$8,000	March 11, 2015
GATE and Honors Teacher Meetings	Esqueda	Title I	\$1,500	March 16, 2015
Professional Development Instructor - Certificated	Willard	CORE	\$5,000	March 11, 2015
Professional Development Instructor - Counselors	Willard	CORE	\$2,500	March 11, 2015
Professional Development Instructor - TOSA	Willard	CORE	\$2,500	March 11, 2015
Professional Development Participant - TOSA	Willard	CORE	\$1,000	March 11, 2015
Professional Development Participant - Certificated	Willard	CORE	\$10,000	March 11, 2015
Professional Development Participant - Counselors	Willard	CORE	\$2,500	March 11, 2015
Professional Development Participant - Speech Language Pathologist	Willard	CORE	\$500	March 11, 2015
School Renewal Workshop (Translation)	Educational Services/ School Renewal	LCAP	\$500	March 16, 2015
Social Skills Group	Heroes	Title I	\$3,000	March 11, 2015
Staff Development	Davis	Title I	\$2,000	March 11, 2015
Staff Development	Davis	Title I	\$1,008	March 11, 2015
Staff Development	Davis	Title I	\$713	March 11, 2015

**Board Meeting
 March 10, 2015**

CLASSIFIED PERSONNEL CALENDAR

Personnel Calendar

Board Meeting - March 10, 2015

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
RESIGNATIONS						
Acosta-Licea, Jennifer	SSP Sp. Ed.	Godinez	February 20, 2015			Personal - 2 years, 5 months
Alvarez, Olga	Speech & Language Pathology Assistant	Speech Dept.	February 24, 2015			Personal - 4 years, 11 months
Bueno, Rocio	Fd. Svc. Wkr.	Villa	January 7, 2015			Personal - 10 years, 11 months
Bulfinch, Amanda	Site Clerk	Century	February 6, 2015			Personal - 3 years, 4 months
De La Torre, Noemi	SSP Sp. Ed.	Pio Pico	February 20, 2015			Personal - 1 year, 10 months
Dos Santos, Bruce	User Services Analyst I	ITC	February 20, 2015			Personal - 1 year, 7 month
Godinez, Jorge	Account Technician	Accounting Dept.	February 19, 2015			Personal - 16 years, 6 months
Jagodnik, Martin	Maint. Wkr. II	Bldg. Svcs.	December 16, 2014			15 years, 2 months
Orozco-Enriquez, Evangelina	SSP Sp. Ed.	Lincoln	December 19, 2014			Personal - 2 months
Zamora III, Jesse	Site Coordinator	Mendez	February 20, 2015			Personal - 2 months

Mark A. McKinney, Associate Superintendent, Human Resources

CLASSIFIED PERSONNEL CALENDAR

Personnel Calendar

Board Meeting - March 10, 2015

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
39 MONTH REEMPLOYMENT (100 Day Differential Ended)						
Mosley, Patricia	Fd. Svc. Spvr. Elem.	Nutrition Svcs.	February 25, 2015			
Perez, Albert	Instr. Asst. Sev. Dis. Program	Transition Program	February 11, 2015			
Rosales, Joe	Custodian	Bldg. Svcs.	February 11, 2015			
Valle, Edward	Autism Paraprofessional	Remington	February 18, 2015			
ABSENCES (3 to 20 duty days) - Without Pay						
LaPlaca, Jami	Autism Paraprofessional	Washington	February 9, 2015	March 18, 2015		Personal
Machado-Diaz, Luciana	Site Clerk	Saddleback	February 11, 2015	February 24, 2015		Personal
Macias, Ana	Autism Paraprofessional	Mitchell	February 9, 2015	March 10, 2015		Personal
PROBATIONARY APPOINTMENTS						
Campos, Ashley	School Police Officer	School Police	March 18, 2015		40/1	
Chavez-Luis, Jennifer	After School IP	After School Programs	February 10, 2015		16/1	
Correa, Susan	Site Clerk	Heroes	March 11, 2015		20/1	

CLASSIFIED PERSONNEL CALENDAR

Personnel Calendar

Board Meeting - March 10, 2015

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
PROBATIONARY APPOINTMENTS (Continuation)						
Kim, Annie	Occupational Therapist	Speech Dept.	February 19, 2015		56/5	
Perez, Jennifer	Site Clerk	IMC	March 11, 2015		24/1	
Zelaya, Diana	SSP Sp. Ed.	Godinez	February 18, 2015		19/1	
PROMOTIONAL APPOINTMENT						
Aceves, Aldo	Parent Trainer	ECE	March 11, 2015		40/1	
REASSIGNMENTS						
Arrieta, Stephanie	SSP Sp. Ed.	Heninger	February 17, 2015		19/1	From Roosevelt to Heninger
Avalos, Gloria	Fd. Svc. Wkr.	MacArthur	February 20, 2015		11/1	From Segerstrom to MacArthur
Diaz, Elizabeth	After School IP	Carver	February 20, 2015		16/1	From Itinerant to Carver
Maciel, Elizabeth	Sch. Off. Asst. Sec.	Century	March 11, 2015		24/1	From Site Clerk to School Office Assistant Sec.

Mark A. McKinney, Associate Superintendent, Human Resources

CLASSIFIED PERSONNEL CALENDAR

**Personnel Calendar
 Board Meeting - March 10, 2015**

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
TEMPORARY ASSIGNMENTS - Out of Class Compensation						
Carranza, Eric	Plant Custodian Elem.	Heninger	February 3, 2015	February 19, 2015	28/1	
Cobian de Rubio, Margarita	Fd. Svc. Spvr. Elem.	Nutrition Svcs.	January 1, 2015	February 28, 2015	15/6	
Dorado, Raul	Plant Cust. Elem.	Bldg. Svcs.	February 26, 2015	March 3, 2015	28/5	
Miranda, Matias	Plant Cust. Elem.	Bldg. Svcs.	February 26, 2015	March 2, 2015	28/4	
Najera, Marisela	Comm. Family Outreach Liaison	Santa Ana	February 21, 2015	March 30, 2015	36/2 + Bil.	
Quintero Rodelo, Roberto	Maint. Wkr. I	Bldg. Svcs.	March 1, 2015	March 31, 2015	26/6	
EXTRA DUTY						
Cervantes, Jesus	Job Coach Sp. Ed.	Transition Program	January 5, 2015	June 30, 2015		10 days or 39 hours max
ACTIVITY SUPERVISORS						
Bock, Marla	Activity Supervisor	Heroes	February 17, 2015		10/1	
Ceja, Fernando	Activity Supervisor	Century	March 2, 2015		10/1	
HOURLY APPOINTMENTS						
Flores, Evelyn	Instr. Provider	Century	February 23, 2015		16/1	
Merino, Jennifer	Instr. Provider	Valley	February 18, 2015		16/1	

CLASSIFIED PERSONNEL CALENDAR

Personnel Calendar

Board Meeting - March 10, 2015

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
SUBSTITUTES						
Berumen, Kenny	Fd. Svc. Wkr.		February 18, 2015		11/1	
De La Paz Hernandez, David	Fd. Svc. Wkr.		February 18, 2015		11/1	
Simpson, Lydia	Child Dev. Teacher		January 30, 2015		\$105	
Sosa, Vanessa	Clerical		February 24, 2015		20/1	
Vargas, David	Groundskeeper		February 23, 2015		23/1	

**AGENDA ITEMS REQUESTS
CLASSIFIED
2014-15 School Year**

Board of
Minutes
March 10, 2015

TITLE OF ACTIVITY	SITE	FUNDING	NOT TO EXCEED	EFFECTIVE
CTE/ROP (Ratification)	CTE/ROP	ROP Funding	\$2,000	February 10, 2015
Extra Duty (Ratification)	Mitchell	Special Education	\$157	July 1, 2014
Extra Duty for Food Service Field Supervisor (Ratification)	Civic Center Events - Fremont	Civic Center	\$1,500	November 24, 2014
Extra Duty - Interpreters (2 hours) (Ratification)	Support Services	Special Education	\$5,378	February 9, 2015
LCAP - Office Assistants/Clerical Support (Ratification)	Communication Office	LCAP	\$7,500	March 3, 2014
School Renewal Workshop (Child Care)	Educational Services	LCAP	\$500	March 16, 2015
School Renewal Workshop (Translation)	Educational Services	LCAP	\$500	March 16, 2015
STEM/STEAM, VAPA, PBL District Rube Goldberg Event	Educational Services	Title I	\$180	June 3, 2015
STEM/STEAM, VAPA, PBL District Rube Goldberg Event	Educational Services	Title I	\$135	June 3, 2015

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Exhibit A

EXHIBIT A

Recognized Obligation Payment Schedule (ROPS 15-16A) - Notes

July 1, 2015 through December 30, 2015

Item #	Notes/Comments
2	Total outstanding debt or obligation amount increased to \$150,000 to appropriately reflect the remaining number of years on the debt service payments and the annual cost of the continuing disclosure
6	Total outstanding debt or obligation amount increased to \$75,000 to appropriately reflect the remaining number of years on the debt service payments and the annual cost of the continuing disclosure
20	Please note that this obligation is not yet retired. The Successor Agency has not been able to make any repayments as the ROPS residual pass-through payments distributed to taxing entities in the 2012-13 base year has been higher than the ROPS residuals amounts distributed to taxing entities in FY 2013-14 and FY 2014-15.
26	Total outstanding debt or obligation amount adjusted to reflect correct balance of \$2,496,972. Most likely, the term of the OPA will expire/terminate before reaching the maximum amount of the obligation is reached.
45	Finding of Completion was issued on November 26, 2014. Therefore, the balance on the 2003 Bond proceeds is \$2,477,155 as of 12/31/14.
70	Due to delays on the part of the developer, the completion of the DDA is not anticipated until December 2015 or longer. Therefore, the total outstanding debt or obligation amount reflects the estimated amount we expect as of June 30, 2015. However, this amount is only a projection as the current ROPS period has not ended and is subject to change pending further unanticipated circumstances.
71	Due to delays on the part of the developer, the completion of the DDA is not anticipated until December 2015 or longer. Therefore, the total outstanding debt or obligation amount reflects the estimated amount we expect as of June 30, 2015. However, this amount for project costs is only a projection as the current ROPS period has not ended and is subject to change pending further unanticipated circumstances.
86	FY 15/16 is the last year this Lacy Housing Fund is required pursuant to the Settlement Agreement dated April 18, 2011. The agreement requires that at the beginning of each fiscal year in July, \$200,000 must be made available in this fund to provide loans for eligible homeowners in the Lacy Neighborhood.
129	Although DOF has denied this item on prior ROPS, the Successor Agency continues to disagree with DOF's position and believes that an administrative cost allowance shall be remitted to the housing successor entity that assumed the former RDA's housing obligations pursuant to AB 471. Request is for the minimum \$150,000 allowable per fiscal year, for FY 15/16.
130-160	Demands from taxing entities for statutory pass-through payments triggered by former Redevelopment Agency's Ordinance No. NS-2809 to eliminate the time limit for incurring indebtedness for two component project areas: Central City and Inter-City, retroactive to FY 04/05 - FY 10/11

EXHIBIT A

Recognized Obligation Payment Schedule (ROPS 15-16A) - ROPS Detail
 July 1, 2015 through December 31, 2015
 (Report Amounts in Whole Dollars)

Item #	Project Name / Debt Obligation Through Payment	Obligation Type	Contract/Agreement Execution Date	Contract/Agreement Execution Date	Payee	Debt (Face Value) Through Payment	Period Area	Total Outstanding Debt or Obligation Through Payment	Funding Source				D	P
									Bond Proceeds	Finance Obligation	Other Funds	Non-Adverse		
141	Unfunded HSC 336077 Pans Through Payment	Microfinance	2/11/2015	6/30/2012	OC Department of Education	Unfunded HSC 336077 Pans Through Payment	Project Area	79,482	0	0	79,482			
142	Unfunded HSC 336077 Pans Through Payment	Microfinance	2/11/2015	6/30/2012	City of Santa Ana	Unfunded HSC 336077 Pans Through Payment	Project Area	248,421	0	0	248,421			
143	Unfunded HSC 336077 Pans Through Payment	Microfinance	2/11/2015	6/30/2012	OC Board Control District 1	Unfunded HSC 336077 Pans Through Payment	Project Area	27,507	0	0	27,507			
144	Unfunded HSC 336077 Pans Through Payment	Microfinance	2/11/2015	6/30/2012	OC, Maricopa, Specimen & Parks, C&A, W	Unfunded HSC 336077 Pans Through Payment	Project Area	21,262	0	0	21,262			
145	Unfunded HSC 336077 Pans Through Payment	Microfinance	2/11/2015	6/30/2012	OC Sanitation District #7	Unfunded HSC 336077 Pans Through Payment	Project Area	2,475	0	0	2,475			
146	Unfunded HSC 336077 Pans Through Payment	Microfinance	2/11/2015	6/30/2012	OC Cemetery Fund	Unfunded HSC 336077 Pans Through Payment	Project Area	692	0	0	692			
147	Unfunded HSC 336077 Pans Through Payment	Microfinance	2/11/2015	6/30/2012	OC Water District Perris	Unfunded HSC 336077 Pans Through Payment	Project Area	1,254	0	0	1,254			
148	Unfunded HSC 336077 Pans Through Payment	Microfinance	2/11/2015	6/30/2012	OC, Imperial Authority	Unfunded HSC 336077 Pans Through Payment	Project Area	167	0	0	167			
149	Unfunded HSC 336077 Pans Through Payment	Microfinance	2/11/2015	6/30/2012	San Joaquin Unified School District	Unfunded HSC 336077 Pans Through Payment	Project Area	3,824	0	0	3,824			
150	Unfunded HSC 336077 Pans Through Payment	Microfinance	2/11/2015	6/30/2012	Imperial Unified School District	Unfunded HSC 336077 Pans Through Payment	Project Area	444,791	0	0	444,791			
151	Unfunded HSC 336077 Pans Through Payment	Microfinance	2/11/2015	6/30/2012	Imperial Unified School District	Unfunded HSC 336077 Pans Through Payment	Project Area	43,258	0	0	43,258			
152	Unfunded HSC 336077 Pans Through Payment	Microfinance	2/11/2015	6/30/2012	Imperial Unified School District	Unfunded HSC 336077 Pans Through Payment	Project Area	97,809	0	0	97,809			
153	Unfunded HSC 336077 Pans Through Payment	Microfinance	2/11/2015	6/30/2012	Imperial Unified School District	Unfunded HSC 336077 Pans Through Payment	Project Area	9,748	0	0	9,748			
154	Unfunded HSC 336077 Pans Through Payment	Microfinance	2/11/2015	6/30/2012	Imperial Unified School District	Unfunded HSC 336077 Pans Through Payment	Project Area	27,339	0	0	27,339			
155	Unfunded HSC 336077 Pans Through Payment	Microfinance	2/11/2015	6/30/2012	Imperial Unified School District	Unfunded HSC 336077 Pans Through Payment	Project Area	238,030	0	0	238,030			



MEMORANDUM

To: City of Santa Ana Redevelopment Successor Agency ("Successor Agency")
From: Dolinka Group LLC, on behalf of Affected Taxing Entities
RE: Unfunded Prior-Year Pass-Through Payments (ROPS 14-15B)
Date: August 4, 2014

Summary

The Successor Agency and the below listed Affected Taxing Entities ("ATEs") have agreed to certain unfunded prior-year pass-through payments which are proposed to be included on Recognized Obligation Payment Schedule ("ROPS") 14-15B for review by the Successor Agency Oversight Board and Department of Finance. The following are the agreed to amounts:

Project Name/ Debt Obligation	Obligation Type	Payee	Description/ Project Scope	Total Outstanding Debt or Obligation
Unfunded Prior-Year Pass-Through Payment Obligations	Unfunded HSC 33607.7 Payments	City of Santa Ana	Unfunded Prior-Year Pass-Through Payment Obligations (FY 04/05 - 10/11)	\$963,528.22
Unfunded Prior-Year Pass-Through Payment Obligations	Unfunded HSC 33607.7 Payments	County of Orange	Unfunded Prior-Year Pass-Through Payment Obligations (FY 04/05 - 10/11)	\$334,831.67
Unfunded Prior-Year Pass-Through Payment Obligations	Unfunded HSC 33607.7 Payments	OC Flood Control District	Unfunded Prior-Year Pass-Through Payment Obligations (FY 04/05 - 10/11)	\$107,460.84
Unfunded Prior-Year Pass-Through Payment Obligations	Unfunded HSC 33607.7 Payments	OC Harbors Beaches and Parks CSA 26	Unfunded Prior-Year Pass-Through Payment Obligations (FY 04/05 - 10/11)	\$83,062.20
Unfunded Prior-Year Pass-Through Payment Obligations	Unfunded HSC 33607.7 Payments	OC Sanitation #1	Unfunded Prior-Year Pass-Through Payment Obligations (FY 04/05 - 10/11)	\$98,989.74
Unfunded Prior-Year Pass-Through Payment Obligations	Unfunded HSC 33607.7 Payments	OC Sanitation #2	Unfunded Prior-Year Pass-Through Payment Obligations (FY 04/05 - 10/11)	\$17,821.18
Unfunded Prior-Year Pass-Through Payment Obligations	Unfunded HSC 33607.7 Payments	OC Sanitation #7	Unfunded Prior-Year Pass-Through Payment Obligations (FY 04/05 - 10/11)	\$2,474.27
Unfunded Prior-Year Pass-Through Payment Obligations	Unfunded HSC 33607.7 Payments	Orange Co Cemetery Fund	Unfunded Prior-Year Pass-Through Payment Obligations (FY 04/05 - 10/11)	\$2,701.17

ATTACHMENT 1

Minutes

March 10, 2015

August 4, 2014

Unfunded Prior-Year Pass-Through Payments (ROPS 14-15B)

Dolinka Group, LLC on behalf of Affected Taxing Entities

Page 2 of 5

Unfunded Prior-Year Pass-Through Payment Obligations	Unfunded HSC 33607.7 Payments	Orange Co Vector Control District	Unfunded Prior-Year Pass-Through Payment Obligations (FY 04/05 - 10/11)	\$6,068.82
Unfunded Prior-Year Pass-Through Payment Obligations	Unfunded HSC 33607.7 Payments	Orange Co Water Dist-Water Reserve	Unfunded Prior-Year Pass-Through Payment Obligations (FY 04/05 - 10/11)	\$608.03
Unfunded Prior-Year Pass-Through Payment Obligations	Unfunded HSC 33607.7 Payments	Orange County Transit Authority	Unfunded Prior-Year Pass-Through Payment Obligations (FY 04/05 - 10/11)	\$15,250.60
Unfunded Prior-Year Pass-Through Payment Obligations	Unfunded HSC 33607.7 Payments	Orange County Water District	Unfunded Prior-Year Pass-Through Payment Obligations (FY 04/05 - 10/11)	\$29,403.51
Unfunded Prior-Year Pass-Through Payment Obligations	Unfunded HSC 33607.7 Payments	Santa Ana Unified School District	Unfunded Prior-Year Pass-Through Payment Obligations (FY 04/05 - 10/11)	\$1,638,455.62
Unfunded Prior-Year Pass-Through Payment Obligations	Unfunded HSC 33607.7 Payments	Orange Unified School District	Unfunded Prior-Year Pass-Through Payment Obligations (FY 04/05 - 10/11)	\$281,356.17
Unfunded Prior-Year Pass-Through Payment Obligations	Unfunded HSC 33607.7 Payments	Tustin Unified School District	Unfunded Prior-Year Pass-Through Payment Obligations (FY 04/05 - 10/11)	\$48,295.32
Unfunded Prior-Year Pass-Through Payment Obligations	Unfunded HSC 33607.7 Payments	Rancho Santiago Community College District	Unfunded Prior-Year Pass-Through Payment Obligations (FY 04/05 - 10/11)	\$406,563.48
Unfunded Prior-Year Pass-Through Payment Obligations	Unfunded HSC 33607.7 Payments	South Orange County Community College District	Unfunded Prior-Year Pass-Through Payment Obligations (FY 04/05 - 10/11)	\$9,737.60
Unfunded Prior-Year Pass-Through Payment Obligations	Unfunded HSC 33607.7 Payments	OC Department of Education	Unfunded Prior-Year Pass-Through Payment Obligations (FY 04/05 - 10/11)	\$106,797.80
Unfunded Prior-Year Pass-Through Payment Obligations	Unfunded HSC 33607.7 Payments	ERAF	Unfunded Prior-Year Pass-Through Payment Obligations (FY 04/05 - 10/11)	\$927,601.73
Total	NA	NA	NA	\$5,081,007.97

ATTACHMENT 1



SANTA ANA UNIFIED SCHOOL DISTRICT

COORDINATOR OF TECHNOLOGY INTEGRATION SERVICES

JOB SUMMARY:

Under direction of the Director of Technology Innovation Services/designee is responsible for providing leadership in the planning, development, implementation, and administration of technology and services to support instructional services district wide, including educational computing systems, technical support services, software and hardware acquisition, and system design and installation. The Coordinator of Technology Integration Services provides support for planning, assessment and data collection of innovative projects and faculty professional development. In addition to these duties the Coordinator provides direct support for student technologies.

REPRESENTATIVE DUTIES:

- Provide information technology leadership to support instructional programs and services district wide. **E**
- Foster collaboration across functional areas to identify, develop and promote solutions to improve the excellence and continuity of District-wide programs and services to ensure student access and success. **E**
- Provide exceptional customer service and support for instructional systems by analyzing, diagnosing, trouble-shooting, escalating, and driving issues to resolution. **E**
- Participate in ongoing development and implementation of learning models and analytics tools within specific programs. **E**
- Consult on and support technology projects, including deployment of online and blended courses via the District's Learning Management System. **E**
- Provide support and staff development for Instructional Technology Assistants to serve as academic support mechanism to teaching and learning needs of faculty and students at each school site. **E**
- Create a robust professional development system and provide support to faculty Professional Learning Networks around technology integration. **E**
- Facilitate the integration of technology usage by faculty in their classroom activities both online and face-to-face, serve as a technology coach for and team teacher with all level faculty, and advance the use of technology integration with Common Core. **E**

COORDINATOR OF TECHNOLOGY INTEGRATION SERVICES (CONTINUED)

REPRESENTATIVE DUTIES: (continued)

- Contribute to the development of the use of Mobile devices and tablets within the framework of the District plans to increase student learning and teaching strategies. **E**
- Elicit requirements using interviews, document analysis, requirements workshops, surveys, site visits, process descriptions, use cases, scenarios, process analysis, and task and workflow analysis. **E**
- Proactively communicate and collaborate with external and internal sources to analyze information needs and educational requirements. **E**
- Successfully engage in multiple initiatives simultaneously. **E**
- Work independently with administrators to define concepts and under direction of project managers. **E**
- Drive and challenge District and site administrator assumptions of how and when technology might be used to expand student access and support student achievement. **E**
- Strong analytical skills required, including a thorough understanding of how to interpret instructional needs and translate them into application and operational requirements. Assist with budget management and reports as required. **E**
- Excellent verbal and written communication skills and the ability to interact professionally with a diverse group of teachers, administrators, managers, and subject matter experts. **E**
- Develop requirements specifications according to standard templates, using natural language. **E**
- Collaborate with developers and subject matter experts to inform the implementation of the District's educational technology vision and analyze tradeoffs between usability and performance needs. **E**
- Be the liaison between the business units, technology teams support teams and teacher community. Work cooperatively and serve as a liaison between community members and outside agencies including District colleagues, parents, students, other staff members in the program. **E**
- Assist in implementation of a monitoring system for continuous assessment of progress toward program objectives, fiscal management, and services to students. **E**

COORDINATOR OF TECHNOLOGY INTEGRATION SERVICES (CONTINUED)**REPRESENTATIVE DUTIES:** (continued)

- Maintain accurate records of program implementation to assure compliance and completion of reports. **E**
- Participate on committees when appropriate. **E**
- Attend conferences, meetings, and trainings appropriate to program operation. **E**
- Perform duties specifically related to the program to which assigned. **E**
- Create, implement, and evaluate program components for compliance with district, state and federal guidelines/standards. **E**
- Provide appropriate staff development to staff including teachers, administrators and classified staff. **E**
- Facilitate parent meetings and communication with community. **E**
- Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:**Knowledge of:**

- Strong knowledge of instructional technology tools for both online and regular courses.
- Strong Knowledge of multiple computing platforms, both Mac and PC.
- Oral and written communication skills.
- Strong knowledge of mobile computing tools and platforms including, Android, IOS, Mac, and PC operating systems.
- Strong knowledge of assessment tools and techniques.
- Knowledge of data reporting techniques.
- Board Policies and Administrative Regulations.
- Applicable sections of State Education Code.
- Effective staff development practices.
- Effective research-based instructional strategies and techniques.
- Monitoring and assessment techniques.
- Community cultures.
- Special programs.
- Needs of students of differing socioeconomic, ethnic and linguistic backgrounds.
- Social, cultural, linguistic diversity of District, city and communities.
- District organizational and operational systems.

COORDINATOR OF TECHNOLOGY INTEGRATION SERVICES (CONTINUED)

KNOWLEDGE AND ABILITIES: (continued)

Ability to:

- Ability to work in both team settings and alone.
- Organize and plan effectively.
- Lead discussions and make presentations.
- Communicate effectively orally and in writing.
- Prepare and maintain fiscal integrity of program budget.
- Maintain weekly plans as well as long-range goals and objectives.
- Work effectively with administration, teaching staff, parents, and community.
- Utilize district student information systems and databases and other computer record systems.
- Work effectively in multicultural and bilingual environments.
- Follow district guidelines for personnel and payroll functions.
- Perform essential functions of the job.

EDUCATION AND EXPERIENCE:

- Bachelor's degree, Master's degree preferred, from an accredited institution and experience in a leadership position in education.
- At least five years' teaching or related experience.

LICENSES AND OTHER REQUIREMENTS:

- Valid California teaching credential (required)
- Administrative Services Credential (preferred)

WORKING CONDITIONS:

ENVIRONMENT:

- Office environment.
- Drive a vehicle to conduct work.

PHYSICAL ABILITIES:

- Hearing and speaking accurately to exchange information and make presentations.
- Seeing to read a variety of materials and drive a vehicle.
- Sitting or standing for extended periods of time.
- Dexterity of hands and fingers to write and operate equipment.
- Bending at the waist, kneeling or crouching.
- Lifting or moving objects, normally not exceeding twenty (20) pounds.

COORDINATOR OF TECHNOLOGY INTEGRATION SERVICES (CONTINUED)

Reasonable accommodation may be made to enable a person with a disability to perform the essential duties of the job with or without reasonable accommodation.

Board Approved: 3/10/15