

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

MINUTES

REGULAR MEETING
SANTA ANA BOARD OF EDUCATION

December 13, 2011

CALL TO ORDER

The meeting was called to order at 5:05 p.m. by Vice President Richardson. Other members in attendance were Dr. Yamagata-Noji, Mr. Palacio, and Mr. Reyna.

Cabinet members present were Dr. Meléndez de Santa Ana, Dr. Olsky, Mr. Bishop, Mr. Lopez, Mr. Mendez, Ms. Lohnes, Mr. Dixon, Ms. Miller, and Mr. Hammitt.

CLOSED SESSION PRESENTATIONS

Mr. Richardson asked those wishing to address the Board in matters pertaining to Closed Session to step to the podium.

There were no individuals wishing to address the Board on matters of Closed Session.

RECESS TO CLOSED SESSION

The Regular meeting was immediately recessed to consider student discipline issues, legal issues, negotiations, and personnel matters. Mr. Hernández arrived during Closed Session.

RECONVENE OPEN MEETING

The Regular meeting reconvened at 6:50 p.m.

PLEDGE OF ALLEGIANCE

The meeting was opened with the Pledge of Allegiance led by outgoing President Hernández.

ANNUAL ORGANIZATIONAL MEETING

Dr. Meléndez opened the Annual Organizational Meeting and declared that nominations were in order for the office of President.

President

Dr. Yamagata-Noji entered the nomination of Mr. Richardson for President. Mr. Reyna seconded the nomination and the motion carried 5-0.

The gavel was passed to newly-elected President Richardson, who presided over the remainder of the meeting.

Dr. Meléndez presented a plaque to Mr. Hernández in appreciation of his leadership and service during the past year.

Vice President

Nominations were opened for the office of Vice President. It was moved by Dr. Yamagata-Noji, seconded by Mr. Palacio, and carried 5-0 to elect Mr. Hernández to the position of Vice President.

Clerk

Mr. Hernández nominated Dr. Yamagata-Noji for the office of Clerk; Mr. Palacio seconded the nomination and the motion carried 5-0.

County Committee on School District Organization

It was moved by Mr. Palacio, seconded by Dr. Yamagata-Noji, and carried 5-0 to appoint Mr. Reyna to serve as District Representative for nominating members to the County Committee on School District Organization.

Establishment of Regular Meeting Dates, Time, and Location

It was moved Mr. Richardson, seconded by Mr. Palacio, and carried 5-0 to retain the present schedule for regular Board meetings. Closed Session begins at 4:30 p.m.; meetings will take place on the second and fourth Tuesdays of the month at 6:00 p.m. in the Board Room of the District Administration Building, 1601 East Chestnut Avenue, Santa Ana, unless a meeting is moved to another site for space or other reasons.

Board Meeting Dates for 2012:

*January 10, 2012	July 10, 2012 (cancelled)
January 24, 2012	July 24, 2012
February 14, 2012	August 14, 2012 (cancelled)
February 28, 2012	August 28, 2012
March 13, 2012	September 11, 2012
March 27, 2012	September 25, 2012
April 10, 2012	October 9, 2012
April 24, 2012	October 23, 2012
May 8, 2012	November 13, 2012
May 22, 2012	November 27, 2012
June 12, 2012	December 11, 2012
June 26, 2012	December 25, 2012 (cancelled)

* Mr. Richardson noted that the January 10, 2012, meeting has been designated as a Special Meeting - Board Study Session to be held at 4:30 p.m.

SUPERINTENDENT' S REPORT

Dr. Meléndez welcomed all present at the meeting.

The programs and people Dr. Meléndez introduced embodied the new three R's the District is striving to achieve, the core values: Respect, Responsibility, and Results:

- Special recognition went to music teacher Ted Engard for finalizing the original composition that was unveiled at the Arts Reception on November 1, 2011. A video was shown of Santa Ana High Swinging Saints singing the composition.

- Dr. Meléndez introduced Rebecca Perez, ASB President from Segerstrom High School. Miss Perez gave a presentation on the Academics, Athletics, ASB, Activities, Achievements at Segerstrom High School.
- Dr. Meléndez recognized the Segerstrom 2011 Boys Water Polo Team with Tim Fredericksen, Head Coach, and Andrew Salway, Assistant Coach. Water Polo team members present were Issac Alfaro, Danny Gomez, David May, Brian Mazariegos, Abe Moreno, Brian Moreno, Long Nguyen, Henry Nunez, Josh Ruvalcaba, and Oscar Osorio.

RECOGNITION

Santa Ana Unified School District Medalists in Orange County Register's 2012 Public Elementary Schools Ranking

Dr. Cathie Olsky, Deputy Superintendent, introduced the Bronze medal winners: Principal Manuel Fuentes and Assistant Principal Kim Kempa from Esqueda Elementary; Principal Debbie Prieto and Assistant Principal Virginia Morales from Santiago Elementary; Principal Jessica Banda from Sepulveda Elementary. Silver Medal winners went to Edna Velado, Principal and Diana Larriva, Assistant Principal at Romero-Cruz Elementary; Principal Felisa Gear and Assistant Principal Diana Clearwater at Greenville Fundamental; Principal Edna Velado at Carver Elementary; Principal Betty Tamara-Rios at Monroe Elementary School. Gold medal winners went to former Principal Terry Stetler and current Principal Robert McDonald from Harvey Elementary; Principal Donna Kertman and Assistant Principal Steven Kotsubo from Muir Fundamental; Principal Linda Bell and Assistant Principal Jaime Ramirez from Thorpe Fundamental School.

Classified Employee of the Month for December 2011 - Maria De Jesus Gutierrez

The District Classified Selection Committee nominated Ms. Gutierrez, Food Service Worker at Franklin Elementary School. She is recognized as a dedicated employee who has been employed at her school for more than 30 years. She serves as the bridge between school and the community and is highly respected by both staff and students.

PRESENTATIONS

Measure G 2010-11 Independent Financial and Performance Audit Report

Mr. Joe Dixon, Assistant Superintendent, Facilities, introduced two reports regarding Measure G: the Independent Financial and Performance Audit Report and the Measure G Bond Oversight Committee Annual Report.

Ms. Angie Zamora, auditor with Vavrinek, Trine, Day, & Co., LLP, gave the financial and performance bond audit report on Measure G. There were no deficiencies identified. However, she recommended that the reconciliation of financial records be performed on a regular basis and noted that this recommendation has already been incorporated in the process.

Mr. Michael Schmitt, member of the 2010-11 Measure G Bond Oversight Committee, provided the Committee's annual report, stating that the Oversight Committee found that the District was in full compliance with all applicable requirements of the California Constitution.

Dr. Yamagata-Noji recommended that an electronic posting of the report be provided to the community on the District website. Mr. Reyna also recommended that additional dollars that came into the District be highlighted.

CHANGE IN ORDER OF AGENDA

Mr. Richardson received consensus to take action on Agenda Items 10.0 & 11.0 related to this presentation

10.0 ACCEPTANCE OF 2010-11 MEASURE G INDEPENDENT FINANCIAL AND PERFORMANCE AUDIT

and

11.0 ACCEPTANCE OF 2010-11 MEASURE G BOND OVERSIGHT COMMITTEE ANNUAL REPORT

It was moved by Mr. Reyna, seconded by Dr. Yamagata-Noji, and carried 5-0 to accept the 2010-11 Measure G Independent Financial and Performance Audit and to accept the 2010-11 Measure G Bond Oversight Committee's Annual Report.

Mr. Richardson expressed appreciation to members of the Bond Oversight Committee for their work on behalf of the District.

Annual Financial Audit Report for Fiscal Year 2010-11

Mr. Michael Bishop, Deputy Superintendent, Operations, re-introduced Angie Zamora who provided an unqualified auditor's opinion, which is the highest assurance provided. Dr. Tony Wold, Executive Director, Business Operations introduced Mr. Ignacio Muniz, Principal at McFadden Intermediate, and Bianca Barquin, Principal at MacArthur Fundamental. They gave their site perspective on creating a presentation to enable site administrators to deliver critical information to all site personnel involved in Associated Student Body accounts and procedures.

CHANGE IN ORDER OF AGENDA

Mr. Richardson received consensus to take action on Agenda Item 8.0 related to this presentation

8.0 ACCEPTANCE OF ANNUAL FINANCIAL AUDIT REPORT FOR FISCAL YEAR 2010-2011

It was moved by Mr. Richardson, seconded by Mr. Reyna, and carried 5-0 to accept the annual financial audit report for fiscal year 2010-11.

2012-15 Education Technology Plan for Santa Ana Unified School District

Dr. Cathie Olsky, Deputy Superintendent introduced Ms. Alex Ito, Director, Education Technology who provided the technology plan overview.

CHANGE IN ORDER OF AGENDA

Mr. Richardson received consensus to take action on Agenda Items 4.0 related to this presentation

4.0 APPROVAL OF SUBMISSION OF THE SANTA ANA UNIFIED SCHOOL DISTRICT 2012-15 TECHNOLOGY PLAN TO CALIFORNIA DEPARTMENT OF EDUCATION

It was moved by Mr. Hernández and seconded by Mr. Palacio to approve the submission of the Santa Ana Unified School District 2012-15 Education Technology Plan to the California Department of Education.

Following discussion, the motion carried 4-0, Mr. Reyna not present.

PUBLIC PRESENTATIONS

Board President Richardson asked those wishing to address the Board on matters related to agenda items to step to the podium.

Mr. Ted Engard, District staff, expressed appreciation to the Board for its support of art programs.

Parents Maribel Ferrer and Maria Esparza each spoke of their gratitude to the District for the Head Start Program at King Elementary School and brought a letter of support signed by other parents.

Mr. Bill Conklin addressed the Board with concerns that bussing services and programs would not continue for Deaf Hard of Hearing preschool infant students at Taft.

Board President Richardson asked that staff discuss this matter with him prior to his leaving this meeting and that the Board be kept informed.

CHANGE IN ORDER OF AGENDA

Mr. Richardson received consensus to take action on Agenda Item 9.0

9.0 CERTIFICATION OF FIRST INTERIM FINANCIAL STATUS (QUALIFIED)

Education Code requires the Board to certify whether or not the District is able to meet its financial obligations for the remainder of this fiscal year and the subsequent two fiscal years based on the financial information known as of October 31, 2011.

The report shows that, given the magnitude of recent State Budget reductions, the District may not be able to merit its financial obligations through the remainder of this fiscal year or for the subsequent two years.

Mr. Bishop presented the 2011-12 First Interim Report, with a State budget update, cash flow update, and next steps.

Following discussion, it was moved by Mr. Richardson, seconded by Mr. Palacio, and carried 5-0 to Certify the District's first interim financial status as "qualified".

1.0 APPROVAL OF CONSENT CALENDAR

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

1.9, Approval and/or Ratification of Agreements for Period of October 26, 2011, Through November 8, 2011, Atkinson, Andelson, Loya, Ruud & Romo (Listing No. 12 only)

1.20, Authorization to Amend Contract for General Maintenance and Repairs Districtwide;

1.21, Authorization to Amend Contract for Painting Projects and repairs Districtwide;

1.22, Authorization to Amend Contract for Plumbing Repairs Districtwide

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

- 1.1 Approval of Minutes of Special Board Meeting of November 5, 2011, and Regular Board Meeting of November 8, 2011. (Mr. Reyna abstained due to his absence from the November 8 meeting.)
- 1.2 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. A copy of the approved listing is attached.
- 1.3 Approval of Master Contracts and/or Individual Service Agreements with Nonpublic Schools and Agencies for Students with Disabilities for 2011-12 School Year
- 1.4 Approval of Memorandum of Understanding Special Education Information System Collaborative 2011-12 Between Santa Ana Special Education Local Plan Area and Orange County Superintendent of Schools
- 1.5 Ratification of Renewal of Provider Participation Agreement with California Department of Health for LEA Medi-Cal Billing Option
- 1.6 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

182941- Century High School

For the violation of Education Code Section 48900, paragraph n, .2, and k, that the Board expel the student from the schools of the District, and that the student may apply for readmission on or after December 13, 2012.

192453 - Century High School

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 December 13, 2012.

337703 - Lathrop Intermediate

For the violation of Education Code Section 48900, paragraph b and c, that the Board expel the student from the schools of the District, and that the student may apply for readmission on or after January 30, 2012.

309195 - Santa Ana High School

For the violation of Education Code Section 48900, paragraph c and j, that the Board expel the student from the schools of the District, and that the student may apply for readmission on or after June 14, 2012.

356061 - Sierra Intermediate

For the violation of Education Code Section 48900, paragraph a, that the Board expel the student from the schools of the District, for the balance of the fall semester, 2011-12 school year, and that the expulsion order be suspended until January 30, 2012, and that the student be permitted to return to a District school/program on a probationary status.

313741 - Sierra Intermediate

For the violation of Education Code Section 48900, paragraph b, that the Board expel the student from the schools of the District, and that the student may apply for readmission on or after January 30, 2012.

190982 - Valley High School

For the violation of Education Code Section 48900, paragraph a, that the Board expel the student from the schools of the District, and that the student may apply for readmission on or after June 14, 2012.

188060 - Valley High School

For the violation of Education Code Section 48900, paragraph a, that the Board expel the student from the schools of the District, and that the student may apply for readmission on or after June 14, 2012.

- 1.7 Ratification of Purchase Order Summary and Listing of Orders \$25,000 and over for period of November 4, 2011, through December 8, 2011

- 1.8 Ratification of Expenditure Summary and Warrant Listing for period of November 7, 2011, through December 4, 2011

- 1.9 Approval and/or Ratification of Agreements for period of October 26, 2011, through November 8, 2011

Item 1.9, NO. 12 was removed from Consent Calendar for discussion and separate action.

- 1.10 Approval of Rejection of Government Code §910 and §910.2 claim against Santa Ana Unified School District - File No. 11-97533 DP

- 1.11 Approval of Rejection of Government Code §910 and §910.2 claim against Santa Ana Unified School District - File No. 11-97462 DP

- 1.12 Authorization to Award a Contract to Technology Integration Group for the purchase of printer toner and supplies

- 1.13 Authorization to Award a Contract to Tandus Flooring, Inc. for the purchase of carpeting Districtwide

- 1.14 Authorization to Award a Contract to Signature Commercial Floor Covering for the replacement of flooring on the second floor of the District Office, in the amount of \$29,995

- 1.15 Approval of Deductive Change Order No. 1 for Bid Package No. 3.1M Interim Housing at MacArthur Fundamental Intermediate School in the amount of \$69,277.41 for a revised total of \$222,255.59 under the Modernization Program

- 1.16 Acceptance of Completion of Contract with Braughton Construction, Inc., for Bid Package No. 3.1M Interim Housing at MacArthur Fundamental Intermediate School in the amount of \$22,225.56 under the Modernization Program

- 1.17 Acceptance of Completion of Contract with P.H. Hagopian Contractor, Inc. for Bid Package No. 1H General Construction at Hoover Elementary School in the amount of \$173,100 under the Modernization Program

- 1.18 Acceptance of Completion of Contract with ACC Contractors, Inc., for New Construction at Sierra Preparatory Academy in the amount of \$762,100 under Overcrowding Relief Grant Program

- 1.19 Acceptance of Completion of Contract with Demcon Construction, Inc., dba Demcon Concrete Contractors for Bid Package No. 2 Asphalt Paving, Pavement Markings, and Concrete Paving at Spurgeon Intermediate School in the amount of \$64,700 under Overcrowding Relief Grant Program

- 1.20 Authorization To Amend Contract for General Maintenance and Repairs Districtwide

This item was removed from the Consent Calendar.

- 1.21 Authorization to Amend a Contract for Painting Projects and Repairs Districtwide

This item was removed from the Consent Calendar.

- 1.22 Authorization to Amend a Contract for Plumbing Repairs Districtwide

This item was removed from the Consent Calendar.

- 1.23 Authorization to Award Contract to U.S. Demolition, Inc., for Bid Package No. 1 Demolition of Stucco at Taft Elementary School in the amount of \$41,940 under the Modernization Program

- 1.24 Adoption of Resolution No. 11/12-2905 - Certifying Roman A. Reyna's Absence from the Regular Meeting of November 8, 2011. A copy of the Resolution is attached.

ITEM(S) REMOVED FROM CONSENT CALENDAR FOR DISCUSSION AND SEPARATE ACTION:

- 1.9, NO. 12 Approval and/or Ratification of Agreements for Period of October 26, 2011, Through November 8, 2011

This item was removed to reflect a dissenting vote.

It was moved by Mr. Palacio, seconded by Mr. Hernández, and carried 4-1, Dr. Yamagata-Noji dissenting, to approve and/or ratify the listing of agreements for the period of October 26, 2011, through November 8, 2011.

- 1.20 Authorization To Amend Contract for General Maintenance and Repairs Districtwide;

- 1.21 Authorization to Amend a Contract for Painting Projects and Repairs Districtwide; and

- 1.22 Authorization to Amend a Contract for Plumbing Repairs Districtwide

These items were removed to reflect dissenting votes.

It was moved by Mr. Hernández, seconded by Dr. Yamagata-Noji, and carried 3-2, Mr. Palacio and Mr. Reyna dissenting, to authorize amended contracts as follows:

- 1.20 General Maintenance and Repairs Districtwide with TJ Janca Construction, Inc., in the amount of \$200,000 for an amended total of \$500,000;

- 1.21 Painting Projects and Repairs Districtwide with JL Cobb Painting in the amount of \$200,000 for an amended total of \$400,000; and

- 1.22 Plumbing Repairs Districtwide with Verne's Plumbing, Inc., in the amount of \$200,000 for an amended total of \$400,000.

REGULAR AGENDA - ACTION ITEMS

- 2.0 ACCEPTANCE OF GIFTS IN ACCORDANCE WITH BOARD POLICY (BP) 3290 - GIFTS, GRANTS, AND REQUESTS

Dr. Olsky called to the attention of the Board that the December gifts of \$43,194 bring the 2011 total donations to \$493,100.

It was moved by Mr. Hernández, seconded by Mr. Palacio, and carried 5-0, to accept gifts in accordance with Board Policy 3290 - Gifts, Grants, and Requests. Attached is a listing of the gifts.

3.0 APPROVAL OF SUBMISSION OF LAURA BUSH FOUNDATION FOR AMERICA'S LIBRARIES GRANT

It was moved by Mr. Palacio, seconded by Mr. Reyna, and carried 5-0 to approve the submission of the Laura Bush Foundation for America's Libraries Grant.

4.0 APPROVAL OF SUBMISSION OF THE SANTA ANA UNIFIED SCHOOL DISTRICT 2012-15 TECHNOLOGY PLAN TO CALIFORNIA DEPARTMENT OF EDUCATION

This item was considered earlier in the meeting.

5.0 APPROVAL OF EARLY CHILDHOOD FIELD EXPERIENCE AGREEMENT WITH BIOLA UNIVERSITY, INC.

It was moved by Mr. Palacio, seconded by Mr. Richardson, and carried 5-0 to approve the Early Childhood Field Experience Agreement with Biola University, Inc.

6.0 APPROVAL OF MEMORANDUM OF UNDERSTANDING WITH LOS ANGELES COUNTY OFFICE OF EDUCATION CAREER AND WORKFORCE DEVELOPMENT/REGIONAL OCCUPATIONAL PROGRAM, DESIGNATED SUBJECTS CAREER TECHNICAL EDUCATION TEACHER CREDENTIAL PROGRAM FOR 2011-16 SCHOOL YEARS

It was the direction of the Board to defer consideration of this item until a January Board meeting and that further information be provided.

7.0 ADMINISTRATIVE REGULATION (AR) 5111.1 - DISTRICT RESIDENCY Revision: First Reading

Mr. Hernandez asked that the Board be informed regarding the plan for enforcement of this regulation as proposed.

This item was presented for first reading. No action was required. It will be placed on the agenda of a January meeting.

8.0 ACCEPTANCE OF ANNUAL FINANCIAL AUDIT REPORT FOR FISCAL YEAR 2010-11

Action on this item was taken earlier in the meeting.

9.0 CERTIFICATION OF FIRST INTERIM FINANCIAL STATUS (QUALIFIED)

Action on this item was taken earlier in the meeting.

10.0 ACCEPTANCE OF 2010-11 MEASURE G INDEPENDENT FINANCIAL AND PERFORMANCE AUDIT

Action on this item was taken earlier in the meeting.

11.0 ACCEPTANCE OF 2010-11 MEASURE G BOND OVERSIGHT COMMITTEE ANNUAL REPORT

Action on this item was taken earlier in the meeting.

12.0 ADOPTION OF RESOLUTION NO. 11/12-2904 - FINDINGS OF ANNUAL AND FIVE-YEAR REPORTABLE DEVELOPER FEES REPORT FOR FISCAL YEAR 2010-11

It was moved by Mr. Palacio, seconded by Mr. Richardson, and carried 5-0 to adopt Resolution No. 11/12-2904 - Findings of the Annual and Five-Year Reportable Fees Report for Fiscal Year 2010-11 in compliance with Government Code Sections 66001 and 66006. A copy of the Resolution is attached.

13.0 APPROVAL OF TRADITIONAL INSTRUCTIONAL CALENDARS FOR 2012-13 SCHOOL YEAR

It was the consensus of the members that action on this item be placed on the agenda of a January meeting.

14.0 APPROVAL TO CALL FOR PUBLIC HEARING TO RE-OPEN SANTA ANA EDUCATORS' ASSOCIATION INITIAL BARGAINING PROPOSAL FOR 2012-13 SCHOOL YEAR TO SANTA ANA UNIFIED SCHOOL DISTRICT

It was moved by Mr. Richardson, seconded by Mr. Reyna, and carried 5-0 to approve the call for a public hearing to be held January 24 to re-open the Santa Ana Educators' Association Initial Bargaining Proposal for the 2012-13 school year to the Santa Ana Unified School District.

15.0 APPROVAL OF MEMORANDUM OF UNDERSTANDING BETWEEN SANTA ANA EDUCATORS' ASSOCIATION AND SANTA ANA UNIFIED SCHOOL DISTRICT REGARDING AFTER SCHOOL PROGRAMS

It was moved by Mr. Richardson, seconded by Mr. Hernández, and carried 4-0, Mr. Reyna not present, to approve the Memorandum of Understanding between the Santa Ana Educators' Association and the Santa Ana Unified School District regarding After School Programs.

16.0 APPROVAL OF NEW JOB DESCRIPTION - CATEGORICAL PROGRAMS TECHNICIAN

It was moved by Mr. Palacio, seconded by Mr. Hernández, and carried 4-0, Mr. Reyna not present, to approve the new job description of Categorical Programs Technician (copy attached).

17.0 APPROVAL OF NEW JOB DESCRIPTION - DIRECTOR OF CONSTITUENCY SERVICES

It was moved by Mr. Hernández, seconded by Mr. Palacio, and carried 4-0, Mr. Reyna not present, to approve the new job description of Director of Constituency Services (copy attached).

18.0 APPROVAL OF NEW JOB DESCRIPTION - LEAD LOGISTICS TECHNICIAN

It was moved by Mr. Palacio, seconded by Mr. Richardson, and carried 4-0, Mr. Reyna not present, to approve the new job description of Lead Logistics Technician (copy attached).

19.0 PERSONNEL CALENDAR

Mr. Lopez called to the attention of the Board that this Personnel Calendar lists 63 certificated early retirees, representing 1,464 years of service, and average of 23 years, six of whom have been employees for more than 35 years. These employees will be honored at a June retiree recognition.

It was moved by Mr. Richardson, seconded by Mr. Palacio, and carried 5-0 to approve the Personnel Calendar in its entirety. A copy is attached.

20.0 BOARD AND STAFF REPORTS/ACTIVITIES

Mr. Palacio

- Wished the community, parents, students, and staff a happy holiday season.

Mr. Reyna

- Asked for support of the Bill Medely Concert at Santa Ana High School on December 15.
- Attended a Santa Ana High School Parent Meeting with very engaged parents.
- Appreciated meeting with Valley High School football team and coaches and to see their enthusiasm.

Dr. Yamagata-Noji

- Reiterated congratulations to all the fall sport teams.
- Thanked everyone for support of the 22nd annual CENA (Caring Educators Nourishing All). This year's charitable event is to be held on December 24 at Valley High School.
- Attended the CSBA conference wherein Dr. Meléndez was the keynote speaker.
- Also had the opportunity to attend a race sponsored by the Armstrong Foundation. SAUSD students took first, second, and third place.
- Wished everyone a happy holiday.

Mr. Hernández

- Congratulated all of the schools and staff who received the Orange County Register's 2012 Medalists in Public Elementary Schools. Thanked schools for raising high expectations.
- Stated his pleasure at greeting scholar athletes.

Mr. Richardson

- Congratulated the success of the athletic programs.
- Looking forward to the Bill Medley concert.
- Wished everyone a pleasant holiday season and happy new year.

REPORT OF ACTION TAKEN IN CLOSED SESSION

Mr. Richardson reported that the Board had taken action in Closed Session by a vote of 5-0 to appoint Stellan Ndahura to the position of Manager of Food Service Operations.

RECESS TO CLOSED SESSION

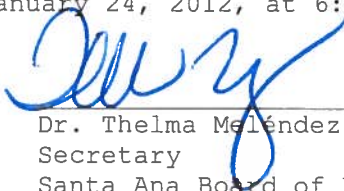
The President recessed the meeting to Closed Session at 10:05 p.m.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 10:35 p.m.

The next meeting of the Board will be a Special Meeting Board Study Session on January 10, 2012, at 4:30 p.m. The next Regular Meeting will be held on Tuesday, January 24, 2012, at 6:00 p.m.

ATTEST:



Dr. Thelma Meléndez de Santa Ana
Secretary
Santa Ana Board of Education

SANTA ANA UNIFIED SCHOOL DISTRICT
GIFTS RECOMMENDED FOR ACCEPTANCE - December 13, 2011

School:	Gift:	Amount:	Donor:	Used for:
Harvey Elementary		\$1,000	Beverly Snyder Memorial Ms. Cheryl Workman Anaheim	Purchase of instructional supplies for moderate to severe class
Madison Elementary		\$2,000	RICOH Electronics, Inc. Ms. Kim Kline Tustin	Student academic-related programs and activities
Martin Elementary		\$1,000	St. Mark Presbyterian Church Ms. Sue Atkinson Newport Beach	PE and recess equipment
Thorpe Fundamental Elementary		\$5,349	Thorpe PTA Ms. Becky Clevenger Santa Ana	Meet the Masters Program
Century High		\$1,500	RICOH Electronics, Inc. Ms. Kim Kline Tustin	Student awards programs
Century High		\$6,000	Affiliated Computer Services, Inc. Ms. Maria A. Jimenez Santa Ana	Senior scholarships
SAUSD		\$1,345	SchoolsFirst Federal Credit Union Ms. Kristin S. Crellin Santa Ana	Sponsor Advanced Placement (AP) test fee for students
SAUSD Police Department		\$25,000	REO World, Inc. Mr. Mark Cardelucci Newport Beach	Purchase of fully equipped police motorcycle
December 13, 2011 donations		\$43,194		
2011 Total donations	\$449,906	\$493,100		

For purposes of determining the estimated value of a gift, the District does not perform an appraisal or other such valuation, rather simply reports the value of the gift as provided by the donor.

SANTA ANA UNIFIED SCHOOL DISTRICT - EXTENDED FIELD TRIPS
RECOMMENDED FOR APPROVAL - December 13, 2011

Date:	Schools/Location:	Funding and Cost:	Student(s):	Staff and Chaperone:
November 18-19, 2011 (Friday-Saturday) Ratification	Godinez Fundamental High School Choir Students Southern California Vocal Association Honor Choirs Santa Monica High School Santa Monica	\$181 per student(s) (cost paid by ASB fundraising and Music Department)	6	1
November 25-26, 2011 (Saturday-Sunday) Ratification	Godinez Fundamental High School Cross Country Team CIF Cross Country State Championship Woodward Park Fresno	\$ 300 per student(s) (cost paid by District General Fund)	1	2
December 16-17, 2011 (Friday-Saturday)	Segerstrom High School Wrestling Team Big Bear Wrestling Tournament Big Bear High School Big Bear	\$40 per student(s) (cost paid by wrestling team boosters)	23	5
December 28, 2011-January 1, 2012 (Wednesday-Sunday)	Santa Ana High School Girls Wrestling Team West Coast Women's Wrestling Championship Mt. View High School Vancouver, Washington	\$536 per student(s) (cost paid by ASB and donations)	8	4
February 21-24, 2012 (Tuesday-Friday)	John Muir Fundamental School 5 th Grade Pali Institute Outdoor Science School Running Springs	No cost to student(s) (cost paid by PTA and parents)	144	4
April 2-4, 2012 (Monday-Wednesday) Spring Recess	MacArthur Fundamental Intermediate School American Heritage Club Sacramento and The Gold Country Marshall Discover Park Sacramento	\$400 per student(s) (cost paid by ASB and balance by student)	40	4

Funding and costs for participation in educational activities related to field trips are in compliance with the ACLU settlement.

2011-12 LISTING OF CONSULTANTS/CONTRACTED SERVICES

Submitting Division: Educational Services

December 13, 2011

Minute Book Page 332

NO.	NAME	IMPLICATIONS FOR THE DISTRICT/TYPE OF SERVICE	DATE	ANNUAL RENEWAL	FUNDING SOURCE	MAXIMUM NOT TO EXCEED	REQ. NO.
1.	Norma Craven Ratification	Davis and Edison Elementary: Provided a two and a half-day training on SMART Boards and responders. K-5 teachers at Davis and Edison elementary schools received training that was differentiated by proficiency with the technology on the use of the equipment and their integration into the curriculum to improve student engagement and understanding of ELA and mathematics concepts.	August 18, 19, and 22, 2011		EIA	\$2,500	119553
2.	Intrelli-Teach Ratification	Heninger Elementary: Provided grade level teams with training, planning, and designed standards based SMART Board lessons/units for Science and Social Studies.	September 27-29, 2011		Title I	\$500	123541
3.	Turning Point Center for Families Ratification	Spurgeon Intermediate: Will provide training for teenage management groups and individual counseling.	October 25, 2011, through June 15, 2012		General Fund	\$1,000	121801
4.	Padres Unidos	Franklin Elementary: Will provide parents of Kindergarten to 5 th grade students the skills on how to identify and respond to early signs of dangerous behavior. Will provide support to parents when facing difficult situations at home.	December 14, 2011, through June 30, 2012		Title I	\$1,000	123552

Board of Education
Minutes
December 13, 2011

2011-12 LISTING OF CONSULTANTS/CONTRACTED SERVICES

Submitting Division: Educational Services

December 13, 2011

Page 2

NO.	NAME	IMPLICATIONS FOR THE DISTRICT/TYPE OF SERVICE	DATE	ANNUAL RENEWAL	FUNDING SOURCE	MAXIMUM NOT TO EXCEED	REQ. NO.
5.	Community Matters	Spurgeon Intermediate: Will provide services to include expansion combination training and support for the Safe School Ambassadors Program.	December 15-16, 2011		General Fund	\$4,770	123065
6.	Padres Unidos	Hoover Elementary: Will provide parents of Kindergarten to 5th grade students the skills on how to identify and respond to early signs of dangerous behavior. Will provide support to parents when facing difficult situations at home.	January 9, 2012, through June 11, 2012		Title I	\$1,800	123503
7.	Padres Unidos	Washington Elementary: Will provide parents of Kindergarten to 5th grade students the skills on how to identify and respond to early signs of dangerous behavior. Will provide support to parents when facing difficult situations at home.	January 9, 2012, through June 8, 2012		Title I	\$4,500	122834
8.	Segerstrom Center for the Arts	Spurgeon Intermediate: Will provide four days of living history services in the classroom for 8 th grade students.	January 9-10, 2012, and April 9-10, 2012		General Fund	\$1,700	123201
9.	Thinking Maps Incorporated	English Learner Programs and Student Achievement: Will provide a two-day Thinking Maps Language for Leadership training to administrators of secondary schools.	February 14-15, 2012		Title III	\$5,000	123437

Minute Book Page 333

2011-12 LISTING OF CONSULTANTS/CONTRACTED SERVICES

Submitting Division: Business Services

December 13, 2011

Minute Book Page 334

NO.	NAME	IMPLICATIONS FOR THE DISTRICT/TYPE OF SERVICE	DATE	ANNUAL RENEWAL	FUNDING SOURCE	MAXIMUM NOT TO EXCEED	REQ. NO.
10.	Water Walkers, Inc. dba A Higher Level Ratification	Will provide National School Lunch Program and Child and Adult Care Feeding Program Administrative Review (audit) prep services. In addition, menu planning, menu analysis, and special diets will be performed for the Food Services Department.	July 1, 2011, through June 30, 2012		Food Services	\$ 20,000	123566
11.	Karen Papilli Ratification	Will provide National School Lunch Program and Child and Adult Care Feeding Program Administrative Review (audit) prep services. In addition, menu planning, menu analysis, and special diets will be performed for the Food Services Department.	December 1, 2011, through June 30, 2012		Food Services	\$ 20,000	123553
12.	Atkinson, Andelson, Loya, Ruud & Romo	Increase to P.O. #270085-1: Will provide legal services in the capacity of general counsel related to Board Policy Development, Shared Governance, the Brown Act, the Public Records Act, Board Relations, and interpretation of the California Education Code and Title 5, on an "as needed" basis at a rate of \$225 per hour.	July 1, 2011, through June 30, 2012		General Fund	\$60,000	123417
13.	McKenna Long & Aldridge LLP Ratification	Will provide representation of Santa Ana Unified School District in connection with Chapter 7 Bankruptcy proceeding of Kirk Montgomery (KM Benefits).	December 6, 2011, through June 30, 2012		General Fund	\$20,000	123417

Board of Education
Minutes
December 13, 2011

2011-12 LISTING OF CONSULTANTS/CONTRACTED SERVICES
Submitting Division: Human Resources
December 13, 2011

NO.	NAME	IMPLICATIONS FOR THE DISTRICT/TYPE OF SERVICE	DATE	ANNUAL RENEWAL	FUNDING SOURCE	MAXIMUM NOT TO EXCEED	REQ. NO.
14.	Eric Bathen	Increase to P.O. #270084: Will provide legal expertise related to collective bargaining, employee discipline, and dismissal, as well as technical support.	2011-12	No	General Fund	\$38,424.81	123852

2011-12 LISTING OF CONSULTANTS/CONTRACTED SERVICES

Submitting Division: Support Services

December 13, 2011

NO.	NAME	IMPLICATIONS FOR THE DISTRICT/TYPE OF SERVICE	DATE	ANNUAL RENEWAL	FUNDING SOURCE	MAXIMUM NOT TO EXCEED	REQ. NO.
15.	Leigh Perales	Will provide behavioral health support to students so that they will develop and use appropriate behavioral interaction in the classroom as well as in other school environments.	October 1, 2011, through June 30, 2012		Mental Health Special Ed.	\$30,600	1234606
16.	Barbara Cummings Mental Health Associates	Will assist the district by ensuring continuity for students with disabilities as the District transitions service from Orange County Health Care Agency	November 1 2011, through June 30, 2012		Mental Health Special Ed.	\$5,000	123456
17.	Sheila Doctors	Will provide support for the District to address service delivery for students who are deaf and hard of hearing including communication methodologies, interpreting, transcription services, and placement options.	January 9, 2012, through June 30, 2012		Special Ed.	\$6,000	123614
18.	Maria Lyn Kulik Abramson Hear Now	Will provide an Independent Educational Evaluation to a special education student per the student's IEP.	January 9, 2012, through June 30, 2012		Special Ed.	\$1,335	123790

Board of Education
Minutes
December 13, 2011

2011-12 LISTING OF CONSULTANTS/CONTRACTED SERVICES

Submitting Division: Support Services

December 13, 2011

Page 2

NO.	NAME	IMPLICATIONS FOR THE DISTRICT/TYPE OF SERVICE	DATE	ANNUAL RENEWAL	FUNDING SOURCE	MAXIMUM NOT TO EXCEED	REQ. NO.
19.	Gail Nugent	Will provide services to Santa Ana Unified School District by facilitating individualized educational programs (IEP's), providing relevant training, mentoring, facilitating staffing in preparation for IEP meetings and other services relevant to alternative dispute resolution.	January 9, 2012, through June 30, 2012		Alternative Dispute Resolution (ADR)	\$6,000	123992
20.	S. Daniel Harbottle Harbottle Law Group	Will provide legal counsel for the special education department.	December 14, 2011, through June 30, 2012		Special Ed.	\$25,000	123968
21.	Karen Schneller	Will provide therapy and counseling for special education students.	January 9, 2012, through June 30, 2012		Mental Health Special Education	\$15,180	124013
22.	Dr. Christine Majors	Will perform an Independent Educational Evaluation for a special education student.	December 15, 2011 through June 30, 2012		Special Ed.	\$6,000	124175

Minute Book Page 337

SANTA ANA UNIFIED SCHOOL DISTRICT

CATEGORICAL PROGRAMS TECHNICIAN

BASIC FUNCTION:

Under general direction of Director of English Learner Programs & Student Achievement and/or designee, assists with the coordination, development, and monitoring of categorical programs support services.

REPRESENTATIVE DUTIES:

Daily community outreach activities reflecting extensive knowledge of the categorical programs including communicating with parents, students, and District and school staff. **E**

Maintain documentation for program audits; work with outside agencies conducting audits. **E**

Assist in the development and updating of specific program systems, policies, procedures, and related forms and notices, as required by District policies and/or legislation. **E**

Assists with data collection for fiscal and reporting requirements; auditing, reporting and follow-up with data collected. **E**

Plan, organize and assist with parent outreach and conferences related to categorical programs. **E**

Develop parent applications every school year for tutoring programs. **E**

Coordinate interviews with service providers. **E**

Oversee development and completion of service provider contracts. **E**

Create, process, and maintain accurate, complex, multiple categorical program data files and be able to analyze and query data for multiple reports. **E**

Identify eligibility for services per student's subject area of need. **E**

Create and maintain a database of "Student Learning Plans" and approval status. **E**

Create and maintain a service provider expenditure data file. **E**

CATEGORICAL PROGRAMS TECHNICIAN: (Continued)

REPRESENTATIVE DUTIES: (Continued)

Examine all service provider time-sheets for accuracy and completeness. **E**

Provide required oral and written notification to ensure compliance with State and federal requirements. **E**

Attend and assist at meetings related to categorical programs. **E**

Submit timely service provider payments according to District policy. **E**

Coordinate/oversee visits of tutoring sessions to ensure compliance. **E**

Work with service providers, vendors, community agencies, and regulatory agencies as needed. **E**

Communicate, with an in-depth understanding of the Categorical programs, with students, parents, tutors, and administrators on a daily basis. **E**

Coordinate the collection and analyze all data required by the District, regulatory agencies, and other agencies and submit as appropriate. **E**

Attend conferences and trainings related to assigned programs. **E**

Perform related duties as required to accomplish the objectives of the position. **E**

Perform other related duties as assigned. **E**

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Requires knowledge of general accounting principles, theories, and practices; auditing procedures.

Specific accounting practices and procedures of the organization.

Requires knowledge of computer software such as Microsoft Access, Excel, PowerPoint, and Word programs.

CATEGORICAL PROGRAMS TECHNICIAN: (Continued)

KNOWLEDGE AND ABILITIES: (Continued)

ABILITY TO:

Maintain knowledge of current State and federal legislation to ensure compliance.

Must be able to plan, develop, implement, and evaluate integrated, comprehensive programs.

Requires the ability to collect, analyze, and input data with accuracy.

Requires the ability to analyze data objectively, and prepare recommendations and reports.

Must be able to effectively conduct surveys and organizational studies.

Requires the ability to understand legislation specific to assigned programs as in the Title I, Part A of the Elementary and Secondary Education Act and California Education Code.

Must have the ability to shift from data source to data source while assessing and reporting accurate information.

Type an accurate rate of 35 wpm.

Establish and maintain cooperative working relationships.

Ability to work well independently and as part of a team.

EDUCATION AND EXPERIENCE:

High School Diploma or completion of GED and college level course work equivalent to associate's degree or three years experience in a categorical program office which demonstrates the ability to perform the duties as described.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license.

WORKING CONDITIONS:

ENVIRONMENT:

Office environment.

Constant interruptions.

Driving a vehicle to conduct work.

CATEGORICAL PROGRAMS TECHNICIAN: (Continued)

WORKING CONDITIONS: (Continued)

ENVIRONMENT: (Continued)
Some outdoor field settings.

PHYSICAL ABILITIES:

Hearing and speaking accurately to exchange information in person or on the telephone.

Seeing to read a variety of materials and drive a vehicle to conduct work.

Sitting, standing, walking, for extended periods of time.

Stooping, lifting, carrying or moving object, normally not exceeding thirty (30) pounds.

Requires visual acuity and depth perception to recognize words and numbers; and hand and finger dexterity and hand/eye coordination to use a computer keyboard and common office equipment.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

Board Approved: 12/13/11

SANTA ANA UNIFIED SCHOOL DISTRICT

DIRECTOR OF CONSTITUENCY SERVICES

BASIC FUNCTION:

Under the direction of the Superintendent, or designee, perform highly responsible and professional legal compliance functions for the District; receive, investigate, and make recommendations regarding claims and complaints and monitor and record the final disposition of same; act as a resource and liaison between District Office staff, school site staff, parents, students, and community members to resolve a wide variety of issues; provide training to District staff regarding legal compliance issues; conduct extensive research and analysis.

REPRESENTATIVE DUTIES:

Acts as a liaison using mediation skills between administration, District staff, school staff members, community members, elected officials, and any other constituency groups, in an interpersonally skilled manner, by using courtesy, tact, diplomacy, sensitivity, patience, and professionalism. **E**

Receive, screen, route, answer, research, and prepare replies to incoming communications (including complaints) by consulting with relevant internal and external parties, as required and directed. **E**

Perform highly responsible and professional legal compliance functions for the District; assure compliance with the California Education Code, Board and District Policies, and federal laws and regulations, such as employment and education laws; maintain confidentiality of sensitive and privileged information. **E**

Receive, investigate, research, and make recommendations on claims and complaints filed by students, parents, applicants, employees, and others. **E**

Establish and maintain effective communications and relations with administrators, employees, parents, and law enforcement personnel throughout the investigative process. **E**

Provide training and advisement to District administrators and staff regarding a wide variety of legal compliance issues and interpretations of related laws and codes; serve as a liaison

DIRECTOR OF CONSTITUENCY SERVICES (Continued)

REPRESENTATIVE DUTIES: (Continued)

between District administrators and District legal counsel regarding employment law and student discipline issues. **E**

Support and advise managers and administrators regarding parent and student relations and conflict management techniques; provide updated information and assistance regarding parent and student relations. **E**

Assist administrators in drafting language for Board Policies and Administrative Regulations. **E**

Establish and maintain positive public relations strategies and strong working relationships with law enforcement agencies, community groups, and various community organizations to assist the District regarding intervention and support efforts; and provide referrals to support parents, students, and families. **E**

Attend and represent the District at a variety of conferences and workshops to maintain current knowledge of applicable laws, codes, rules, and regulations. **E**

Conduct research and special studies and prepare narrative and statistical reports; make Board, District, and community presentations; prepare, publish, and distribute findings of research and studies for a broad audience; and maintain records. **E**

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES

KNOWLEDGE OF:

Current laws, guidelines, codes, regulations, and rules related to assigned school district function and the school district environment.

Research-based techniques for mediation, intervention, and problem solving in interpersonal, personnel, and community based issues.

Modern office practices, procedures, and equipment.

Record keeping and report preparation techniques.

DIRECTOR OF CONSTITUENCY SERVICES (Continued)

KNOWLEDGE AND ABILITIES (Continued)

KNOWLEDGE OF: (Continued)

Oral and written communication skills.
Public speaking techniques.
Interpersonal skills using tact, patience, and courtesy.
Technical aspects of the field of specialty.
Principles, practices, methods, and terminology used in school district administration.
District policies and procedures.
Correct English usage, grammar, spelling, punctuation, and vocabulary.
Advanced research methods.
Budget preparation and control.
Socio-economic and urban issues.

ABILITY TO:

Perform a variety of complex functions and coordinate projects and staff.
Provide training and advisement to District administrators and staff regarding assigned functions.
Communicate effectively both orally and in writing.
Establish and maintain cooperative and effective working relationships with all levels of staff, students, and the public.
Utilize good interpersonal skills
Demonstrate good judgment, tact, diplomacy, patience, professionalism, and courtesy.
Operate standard modern office equipment, including computers and related software applications.
Analyze situations accurately and adopt an effective course of action.
Speak clearly and concisely, and prepare and deliver oral presentations to small and large groups.
Work in a multiethnic setting.
Work independently with little direction.
Use a variety of mediation skills in different and at times tense settings.
Compile and verify data and prepare narrative and statistical reports.
Maintain current knowledge of program rules, regulations, requirements and restrictions.
Plan and organize work to meet schedules and timelines;
Maintain records; prepare correspondence.

DIRECTOR OF CONSTITUENCY SERVICES (Continued)

KNOWLEDGE AND ABILITIES (Continued)

ABILITY TO: (Continued)

Read, interpret, apply, and explain rules, regulations, policies, and procedures.

Learn and follow oral and written instructions.

Complete assignments with many interruptions.

Respond to various inquiries or complaints and ensure timely follow-up.

Learn, research, synthesize, interpret, apply, explain, and assure compliance with rules, regulations, policies, and procedures as related to District functions.

Prepare, gather, read, comprehend, analyze, interpret, and report on complex and comprehensive statistical and narrative data and reports.

Use proper spelling, punctuation, and grammar.

Drive a vehicle to conduct work.

EDUCATION AND EXPERIENCE:

Bachelor's degree in Public Administration or a related field and a minimum of five (5) years of diversified experience involving legal research, responding to legal complaints, and conducting investigations; experience in conducting training, workshops, and staff development programs; individual and small and large group mediation and conflict resolution strategies and techniques; K-12 educational experience preferred; K-12 principal/administrative experience beneficial; non-profit community-based organization experience preferred. Bilingual/bi-literate English-Spanish required. Valid California Administrative Credential or C-19 letter from an accredited university, advanced degree in K-12 educational setting, and/or three (3) years working experience in a K-12 educational setting highly desired.

LICENSES AND OTHER REQUIREMENTS:

Valid California Driver's License.

Must have the ability to obtain and maintain vehicle insurance under the District's vehicle insurance policy.

Oral and written skills in Spanish are required for designated assignments.

DIRECTOR OF CONSTITUENCY SERVICES (Continued)

WORKING CONDITIONS:

ENVIRONMENT:

Typical indoor office/school environment.

Numerous interruptions.

Frequent travel to and between school sites and community agencies.

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.

Dexterity of hands and fingers to operate a computer keyboard and other office equipment.

Kneeling, bending at the waist, and reaching overhead, above the shoulders and horizontally.

Lifting or moving objects, normally not exceeding twenty (20) pounds.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

Board Approval: 12/13/11

SANTA ANA UNIFIED SCHOOL DISTRICT

LEAD LOGISTICS TECHNICIAN

BASIC FUNCTION:

Under the direction of the Director of Logistics and/or designee, oversee operations and personnel of the Logistics Department which includes warehouse, publications, fixed assets, mailing, and records retention.

REPRESENTATIVE DUTIES:

Confer with Director of Logistics and assign, coordinate, and review work of Logistics Department personnel. **E**

Assign warehouse delivery routes and publication schedules to meet changing requirements on a daily basis. **E**

Verify and sign receipts for deliveries from vendors; record and report changes, damages or other discrepancies of logistics supplies, materials, and equipment. **E**

Organize and coordinate the storage and distribution of materials and supplies in the Logistics Department based on patterns of usage. **E**

Plan and coordinate the transfer of equipment and furniture from one site to another; facilitate the moving of furniture and equipment at site classrooms and offices; plan and coordinate the move of commercial shipment of equipment, supplies and furniture for the opening of new sites; train and oversee personnel; coordinate schedules with District administrators and District personnel. **E**

Assist in maintaining Logistics Department stock at appropriate inventory levels; coordinate annual inventory of stock and equipment, maintain records, and prepare reports. **E**

Confer with District personnel regarding delivery and pick up of materials, supplies, and equipment. **E**

Plan and organize proper procedure for the disposal and/or sale of District fixed assets. **E**

LEAD LOGISTICS TECHNICIAN (Continued)

REPRESENTATIVE DUTIES: (Continued)

Ensure that equipment is properly maintained and schedule service and repair of equipment with approved vendors and contractors. **E**

Assist with the operation of the entire four (4) color printing process from concept to completion. **E**

Assist with pre-press layouts, offset and high-speed duplication presses, and bindery and finishing procedures. **E**

Coordinate the distribution of District mail; resolve discrepancies, and locate missing mail. **E**

Assist auditor in resolving discrepancies in inventory; research and rectify discrepancies; conduct annual inventory of all stock. **E**

Arrange for maintenance and repair of District vehicles assigned to the Logistics Department. **E**

Perform related duties as assigned. **E**

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

General practices and procedures of printing presses and other publication related equipment.

Paper and other printing materials.

Computers and common software.

Oral and written communication skills.

Common carrier rules and regulations.

Rules and regulations of general mailing.

Warehouse and delivery procedures.

Practices related to receiving, inspecting, storing, and issuing materials and supplies.

Methods of dealing with claims related to orders.

Logistics research principles.

School District organization, operations and objectives.

LEAD LOGISTICS TECHNICIAN (Continued)

KNOWLEDGE AND ABILITIES: (Continued)

ABILITY TO:

- Organize work, estimate time and materials required.
- Understand and follow oral and written directions.
- Work cooperatively with others.
- Work independently with little direction.
- Meet schedules and time lines.
- Respond to inquiries from District personnel.
- Operate warehouse equipment.
- Communicate effectively both orally and in writing.
- Maintain records and prepare reports.
- Lift heavy objects.
- Successfully complete a forklift training class and other required trainings.
- Train and oversee personnel.
- Seeing to read and to drive a vehicle.
- Perform the essential functions of the job.

EDUCATION AND EXPERIENCE:

A high school diploma or GED equivalency and four years experience in the printing industry. Some course work and/or experience in warehousing and inventorying is desirable.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license.

WORKING CONDITIONS:

ENVIRONMENT:

- Warehouse environment
- Driving a vehicle to conduct work
- Indoor environment
- Noise from equipment operation

PHYSICAL ABILITIES:

- Lifting, carrying, pushing, and/or pulling moderately heavy objects and material, normally not exceeding sixty (60) pounds.
- Dexterity of hands and fingers to operate computers and vehicles.

LEAD LOGISTICS TECHNICIAN (Continued)

WORKING CONDITIONS: (Continued)

PHYSICAL ABILITIES: (Continued)

Bending at the waist, kneeling or crouching.

Reaching overhead, above the shoulders and horizontally

Standing for extended periods of time.

Hearing and speaking accurately to exchange information.

Seeing to read a variety of materials, operate a variety of equipment and drive a vehicle.

HAZARDS:

Some chemical odors.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

Board Approved: 12/13/11

**Personnel Calendar
Board Meeting - December 13, 2011
CERTIFICATED PERSONNEL CALENDAR**

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
RETIREMENTS					
Alberta, Michele	Teacher	Pio Pico	June 15, 2012		Retirement - 15 years
Alvarado, Frank	Teacher	Segerstrom	June 15, 2012		Retirement - 38 years
Anderson, Nancy	Teacher	Madison	June 15, 2012		Retirement - 31 years
Atchley, Debra	Teacher	Santa Ana	June 29, 2012		Retirement - 27 years
Atchley, Jonathan	Teacher	McFadden	June 29, 2012		Retirement - 31 years
Aten, Becky	Curriculum Specialist	Educational Services Secondary Division	June 29, 2012		Retirement - 25 years
Barsun, Janice	Teacher	Esqueda	June 29, 2012		Retirement - 12 years
Becker-Mcguire, Dirce	Teacher	Washington	June 29, 2012		Retirement - 12 years
Berman, Stuart	Psychologist	Psychological Services	June 15, 2012		Retirement - 23 years
Blake, Judy	Teacher	Carver	June 15, 2012		Retirement - 23 years
Bogart, Davette	Teacher	Walker	June 15, 2012		Retirement - 23 years
Bond, Nini	Speech and Language Pathologist	Speech Department	June 29, 2012		Retirement - 14 years
Bremer, Laura	Teacher	Registration & Testing Center	June 29, 2012		Retirement - 33 years
Briscoe, Anna	Teacher	Saddleback	June 15, 2012		Retirement - 6 years
Caballero, Karen	Teacher	Carver	June 15, 2012		Retirement - 20 years
Cameron, Christine	Teacher	Carr	November 25, 2011		Retirement - 32 years
Caruso, Marcia	Teacher	Saddleback	June 29, 2012		Retirement - 20 years
Chalmers, Nancy	Teacher	Monroe	June 29, 2012		Retirement - 31 years
Cisneros, Pamela	Teacher	Monroe	June 15, 2012		Retirement - 40 years
Clayton, Nora	Teacher	Chavez	June 29, 2012		Retirement - 11 years

Juan M. Lopez, Associate Superintendent - Human Resources

**Personnel Calendar
Board Meeting - December 13, 2011
CERTIFICATED PERSONNEL CALENDAR**

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
RETIREMENTS (Continued)					
Davis, Mary Anne	Teacher	Monte Vista	June 15, 2012		Retirement - 38 years
Dennis, Kirk	Teacher	Valley	June 15, 2012		Retirement - 26 years
Engard, Ted	Teacher	Visual & Performing Arts	June 15, 2012		Retirement - 31 years
Escobar, Olga	Teacher	Washington	June 15, 2012		Retirement - 18 years
Espinosa, Manuel	Teacher	Valley	June 29, 2012		Retirement - 44 years
Farley, Patricia	Teacher	Heninger	June 15, 2012		Retirement - 34 years
Fields, Barbara	ELD Coordinator	Saddleback	June 15, 2012		Retirement - 24 years
Freidman, Judy	Teacher	Madison	June 15, 2012		Retirement - 31 years
Gale, Rachelle	Teacher	Taft	June 29, 2012		Retirement - 19 years
Garcia, Sherry	Teacher	Sierra	June 29, 2012		Retirement - 20 years
Hanson, Christina	Teacher	Carver	June 15, 2012		Retirement - 23 years
Harmon, Dee	Teacher	Hoover	June 29, 2012		Retirement - 38 years
Harper, Kay	Speech and Language Pathologist	Mitchell	June 29, 2012		Retirement - 11 years
Haxel, Mary	Nurse	Pupil Support Services	June 15, 2012		Retirement - 10 years
Ince, Kathryn	Teacher	Diamond	June 15, 2012		Retirement - 37 years
Kennedy, Patrick	Teacher	Walker	June 29, 2012		Retirement - 25 years
Kincaid, Laroyce	Teacher	Santa Ana	June 29, 2012		Retirement - 14 years
Klinkert, Laurie	Speech and Language Pathologist	Speech Department	June 29, 2012		Retirement - 4 years
Krpan, Jeffrey	Teacher	Santa Ana	June 15, 2012		Retirement - 15 years
Langemak, Jinx	Teacher	Taft	June 29, 2012		Retirement - 19 years

Juan M. Lopez, Associate Superintendent - Human Resources

**Personnel Calendar
Board Meeting - December 13, 2011
CERTIFICATED PERSONNEL CALENDAR**

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
RETIREMENTS (Continued)					
Lear, Susan	Teacher	Wilson	January 3, 2012		Retirement - 33 years
Marks, Les	Teacher	Santa Ana	June 15, 2012		Retirement - 31 years
Mc Lean, Gayle	Program Specialist	Pupil Support	June 22, 2012		Retirement - 33 years
Meade, Patricia	Teacher	Santa Ana	December 9, 2011		Retirement - 17 years
Merritt, Gretchen	Teacher	Jackson	June 29, 2012		Retirement - 22 years
Mihu, Sandra	Teacher	Visual and			
Ovalle, Hilda	Teacher	Performing Arts	June 15, 2012		Retirement - 22 years
Pierson, Peggy	Teacher	Jefferson	June 29, 2012		Retirement - 20 years
Renne, Deborah	Teacher	Santa Ana	June 15, 2012		Retirement - 33 years
Rodriguez, Javier	Teacher	Madison	June 15, 2012		Retirement - 26 years
Rodriguez, Ruth M.	Teacher	Wilson	June 15, 2012		Retirement - 28 years
Ross, Jennifer	Teacher	Edison	June 15, 2012		Retirement - 18 years
Ryan, Mark	Teacher	Washington	June 15, 2012		Retirement - 18 years
Ryan, Suzanne	Teacher	Mendez	June 15, 2012		Retirement - 26 years
	Teacher	Jefferson	June 15, 2012		Retirement - 30 years
		Alternative			
Sullivan-Encinias, Anne	Program Specialist	Education	June 29, 2012		Retirement - 35 years
Swanson, Andrea	Teacher	Thorpe	June 29, 2012		Retirement - 26 years
Titensor, George	Teacher	Valley	June 15, 2012		Retirement - 11 years
Trupkin, Sidney	Teacher	Sierra	June 29, 2012		Retirement - 22 years
Valenzuela, Elizabeth	Teacher	Garfield	June 15, 2012		Retirement - 12 years
Van De Moere, Maureen	Teacher	Esqueda	June 15, 2012		Retirement - 12 years
Wheeler, Jerry	Counselor	Segerstrom	June 15, 2012		Retirement - 31 years
Williams, Leslie A.	Teacher	Lowell	June 15, 2012		Retirement - 20 years
Williams, Marina	Teacher	Davis	June 15, 2012		Retirement - 14 years

Juan M. Lopez, Associate Superintendent - Human Resources

**Personnel Calendar
Board Meeting - December 13, 2011**

CERTIFICATED PERSONNEL CALENDAR

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
RESIGNATIONS					
Rodgers, Devery	Assistant Principal	Lathrop	November 23, 2011		Other - 7 months
NEW HIRES/RE-HIRES					
Cifuentes, Adolfo	Teacher	Sepulveda	November 28, 2011		New Hire - Intern
Macias, Brenda	Preschool Teacher	Early Childhood Education	November 14, 2011		New Hire - 44909
39-MONTHS REEMPLOYMENT					
Green, Michele	Teacher	Davis	November 17, 2011	February 17, 2015	
CHANGE IN STATUS					
Ortiz, Brenda	Teacher	Valley	August 18, 2011		From Intern to Probationary II
CHANGE IN CONTRACT LENGTH					
Larsh, Nadine	Teacher	Century	August 18, 2011		From 100% to 80% contract
Setlich, Laurette	Teacher	Century	August 18, 2011		From 100% to 80% contract

Juan M. Lopez, Associate Superintendent - Human Resources

**Personnel Calendar
Board Meeting - December 13, 2011
CERTIFICATED PERSONNEL CALENDAR**

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
FAMILY CARE AND MEDICAL LEAVE ABSENCE (3 to 20 duty days) - Paid					
Bakovic Belanger, Esther	Teacher	Lowell	December 12, 2011	January 9, 2012	Personal
Chee, David	Teacher	MacArthur	November 15, 2011	December 2, 2011	Paternity
Chee, David	Teacher	MacArthur	December 7, 2011	December 16, 2011	Paternity
Espinosa, Annie	Teacher	Segerstrom	November 4, 2011	November 18, 2011	Personal
Fernandez, Veronica	Teacher	Lowell	November 28, 2011	January 13, 2012	Child Care
Powell, Josie	Counselor	Villa	November 3, 2011	November 30, 2011	Personal
Rich, Katherine	Teacher	Spurgeon	November 4, 2011	November 10, 2011	Child Care/Personal
Riley, Claudia	Teacher	Diamond	November 14, 2011	December 16, 2011	Personal
Serrano, Isela	Teacher	Madison	December 5, 2011	December 16, 2011	Child Care
Van De Merghel, Anne	Teacher	Willard	October 27, 2011	November 4, 2011	Personal
FAMILY CARE AND MEDICAL LEAVE ABSENCE (3 to 20 duty days) - Without Pay - CORRECTION					
Rich, Katherine	Teacher	Spurgeon	October 21, 2011	November 3, 2011	Child Care
FAMILY CARE AND MEDICAL LEAVE (21 duty days or more) - Paid					
Harmon, Dee	Teacher	Hoover	November 3, 2011	February 3, 2012	Personal
Kennedy, Cathleen	Teacher	Transition Programs	November 8, 2011	December 16, 2011	Personal
LEAVE (21 duty days or more) - Without Pay					
Brooks, Beverly	Teacher	Thorpe	January 9, 2012	June 15, 2012	Personal

**Personnel Calendar
Board Meeting - December 13, 2011
CERTIFICATED PERSONNEL CALENDAR**

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
EXTRA DUTY 2011-12					
Benoun, Joseph	Teacher	Santa Ana	October 26, 2011	December 16, 2011	Extra Period
Brown, James	Teacher	Santa Ana	October 26, 2011	December 16, 2011	Extra Period
Clayton, Nora	Teacher	Chavez	October 26, 2011	June 14, 2012	Extra Period
Maldonado, Gloria	Teacher	Chavez	October 26, 2011	June 14, 2012	Extra Period
	Speech and Language Pathologist				
Norton, Julie	Speech and Language Pathologist	Speech Department	October 7, 2011	June 15, 2012	Regular Hourly Rate
	Speech and Language Pathologist				
Orrante, Rebecca	Teacher	Speech Department	October 7, 2011	June 15, 2012	Regular Hourly Rate
Salcedo, Jessica	Teacher	Santa Ana	October 26, 2011	December 16, 2011	Extra Period
Ta, My	Teacher	Santa Ana	October 26, 2011	December 16, 2011	Extra Period
Tang, Andy	Teacher	Santa Ana	October 26, 2011	December 16, 2011	Extra Period
EXTENDED WORK YEAR 2011-12					
Chavez, Veronica	Counselor	Carr	August 2, 2011	August 12, 2011	9 Additional Days
Mitchell-Berger, Katherine	Curriculum Specialist	Educational Services Secondary Division	December 3, 2011	January 14, 2012	2 Additional Days
Westermeier, Laura	Curriculum Specialist	Educational Services Secondary Division	December 3, 2011	January 14, 2012	2 Additional Days

Juan M. Lopez, Associate Superintendent - Human Resources

**Personnel Calendar
Board Meeting - December 13, 2011
CERTIFICATED PERSONNEL CALENDAR**

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
GRADE LEVEL LEADERS					
Castro, Jorge		Carver	2011-12		
Halperin, Donna		Carver	2011-12		
Herrera, Jill		Carver	2011-12		
Martinez, Yvonne		Carver	2011-12		
WINTER SPORTS					
Alonzo, Yvonne	Assistant Coach	Segerstrom	2011-12		Basketball (Girls)
Altamirano, Michael	Assistant Coach	Segerstrom	2011-12		Basketball (Boys)
Castanha, William	Assistant Coach	Segerstrom	2011-12		Soccer (Girls)
Gomez, Adrian	Head Coach	Segerstrom	2011-12		Basketball (Boys)
Hayes, Richard	Assistant Coach	Segerstrom	2011-12		Basketball (Girls)
Salway, Andrew	Assistant Coach	Segerstrom	2011-12		Basketball (Boys)
Stevenson, Neil	Head Coach	Segerstrom	2011-12		Soccer (Boys)
Watts, Jeffrey	Head Coach	Segerstrom	2011-12		Basketball (Girls)
ELEMENTARY SUPERVISION 2011-12					
Duncan, Hans		Adams	2011-12		
Ingebrigtsen, Kortni		Adams	2011-12		
RETIRED SUBSTITUTES					
Andrews, Shuntele					
Bernal, John					
De Santis, Nancy					

**Personnel Calendar
Board Meeting - December 13, 2011**

CERTIFICATED PERSONNEL CALENDAR

NAME	POSITION	SITE	EFF. DATE	END DATE	COMMENTS
HOME TEACHERS					
Alvarez, Lorena	Home Teacher	Pupil Support Services	August 18, 2011	June 15, 2012	If and as needed basis
Bussjaeger, Jerrald	Home Teacher	Pupil Support Services	August 18, 2011	June 15, 2012	If and as needed basis
Cifuentes, Adolfo	Home Teacher	Pupil Support Services	November 28, 2011	June 15, 2012	If and as needed basis
Grajeda, Elvia	Home Teacher	Pupil Support Services	August 18, 2011	June 15, 2012	If and as needed basis
Hoolihan, Kathleen	Home Teacher	Pupil Support Services	August 18, 2011	June 15, 2012	If and as needed basis
Ortiz, Brenda	Home Teacher	Pupil Support Services	August 18, 2011	June 15, 2012	If and as needed basis

**AGENDA ITEM REQUESTS
CERTIFICATED
2011-12**

TITLE OF ACTIVITY	SITE	FUNDING	NOT TO EXCEED	EFFECTIVE
10th Grade Counseling	Segerstrom	EIA-SCE	\$15,000	December 14, 2011
2nd-5th Intervention (Ratification)	Monroe	EIA-SCE	\$20,000	November 28, 2011
After School Tutoring	Pio Pico	Title I	\$24,000	December 14, 2011
After School Tutoring (Ratification)	Washington	EIA-SCE	\$30,000	September 28, 2011
AP Exam Administration (Ratification)	Santa Ana	EIA-SCE	\$550	April 25, 2010
AP Exam Administration (Ratification)	Godinez	General Funds	\$1,500	April 25, 2010
AP Exam Administration (Ratification)	Segerstrom	General Funds	\$1,500	April 25, 2010
AVID Coordinator (Ratification)	Villa	EIA-SCE	\$300	August 24, 2011
Before/After School Tutoring Program	Santiago	EIA-LEP	\$22,648	January 23, 2012
CAHSEE Remediation	Middle College	CAHSEE	\$10,000	December 19, 2011
CAHSEE Remediation (Ratification)	Godinez	CAHSEE	\$25,108	September 20, 2011
CAHSEE Tutors	Segerstrom	CAHSEE	\$32,154	December 14, 2011
CST Preparation Lessons	Washington	EIA-SCE	\$10,000	December 14, 2011
Extra Help-Intervention Substitute Teacher	Muir	Unrestricted Discretionary Funds	\$11,150	January 9, 2012
Extra Help-Intervention Substitute Teacher	Muir	Title I	\$1,150	January 9, 2012
Extra Help-Intervention Substitute Teacher	Muir	Title III	\$10,000	January 9, 2012
GATE, Honors And Advanced Placement Collaboration	Santa Ana	Title I	\$3,000	December 14, 2011
High School ELA/ELD Writing Lessons	English Learner Programs (EL)	EIA-LEP and Title III	\$19,000	December 14, 2011
Instructional Support Program	Pio Pico	Title I	\$13,000	December 14, 2011
Intermediate School ELA/ELD Writing Lessons	English Learner Programs (EL)	EIA-LEP and Title III	\$26,600	December 14, 2011
Intervention Classes	Jackson	EIA-LEP	\$20,000	January 9, 2012
Intervention Instruction	Santiago	Title I	\$22,518	January 17, 2012
Intervention Substitutes	Pio Pico	Title I	\$10,000	December 14, 2011

**Board Meeting
December 13, 2011**

**AGENDA ITEM REQUESTS
CERTIFICATED
2011-12**

TITLE OF ACTIVITY	SITE	FUNDING	NOT TO EXCEED	EFFECTIVE
Intervention Team				
K-5 Intervention Tutor (Ratification)	Jefferson	Title I, Teacher Salary, Substitutes	\$28,944	March 5, 2012
King Academic Intervention Program (Ratification)	Edison	EIA-LEP	\$15,000	November 28, 2011
Library Study Hours	King	Title I	\$15,000	October 24, 2011
Moving - Modernization (Ratification)	Segerstrom	General Funds	\$2,585	December 14, 2011
Parent Education Instructor (Ratification)	Saddleback	General Funds	\$5,500	December 9, 2011
Pentathlon Coaches	Monte Vista	EIA-SCE	\$10,000	November 4, 2011
	Spurgeon	General	\$6,600	December 14, 2011
	English Learner Programs & Student Achievement			
Program Planning		Title I	\$20,000	December 14, 2011
Response To Intervention (RTI) Support Training	Special Education	Title I	\$95,059	January 1, 2012
Saint Academy (Correction previously approved September 13, 2011)	Santa Ana	EIA-SCE	From \$34,000 to \$55,000	September 14, 2011
Saturday Academy Mathematics-Carr	Carr	Title I	\$6,000	September 24, 2011
Intermediate School (Ratification)	Saddleback	SIG	\$10,000	December 14, 2011
SIG Academic Field Trips				
SIG Extended Learning - Extended Day				
Certificated Staff 2011-2012 (Correction previously approved August 23, 2011)	Santa Ana	SIG	From \$400,000 to \$1,143,346	August 24, 2011
SIG Increased Learning Time	Century	SIG	\$124,100	January 24, 2012
SIG School Wide Extended Opportunities	Saddleback	SIG	\$77,000	December 14, 2011
SIG Staff Development Instructor/Facilitator	Saddleback	SIG	\$3,800	December 14, 2011
Site Staff Development Meetings	Jefferson	Discretionary Funds Teacher Salary, Substitutes	\$9,290	January 1, 2012
Staff Development (Ratification)	Washington	EIA-LEP	\$20,000	September 28, 2011

**Board Meeting
December 13, 2011**

**AGENDA ITEM REQUESTS
CERTIFICATED
2011-12**

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**Board Meeting
December 13, 2011**

Personnel Calendar
Board Meeting - December 13, 2011
CLASSIFIED PERSONNEL CALENDAR

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
RESIGNATIONS						
Burrell, Angela	Public Information Officer	PIO	February 15, 2012			5 years
Fernandez, Sonia	Site Clerk	Carr	November 4, 2011			1 month
Jones, Robbin	State Preschool Teacher	ECE	August 26, 2011			8 years, 11 months
Macias, Brenda	Teacher Aide	Lorin Grisct	November 11, 2011			1 year, 7 months
Solano de Rose, Ana	SSP Sp. Ed.	Valley	December 16, 2011			3 years, 10 months
Torres, Veronica	Instructional Stock Clk.	Sp. Ed.	December 1, 2011			5 year, 11 months
TERMINATIONS						
Guadarrama, Mayra	Fd. Svc. Wkr.	Santa Ana	November 15, 2011			7 months
Medina Rivas, Yadira	Fd. Svc. Wkr.	Godinez	October 25, 2011			1 year
ABSENCE (3 to 20 duty days) - Without Pay						
Lopez, Ana	Autism Paraprofessional	Sp. Ed.	October 31, 2011	December 5, 2011		Personal
McGowen, Jenna	Autism Paraprofessional	Mitchell	November 7, 2011	November 15, 2011		Personal
Perez, Delma	Autism Paraprofessional	Mitchell	September 30, 2011	October 27, 2011		Personal
FAMILY CARE & MEDICAL LEAVE (3 to 20 duty days) - Paid						
Quinones, Nancy	Admin. Clerk II	Research & Eval.	October 27, 2011	November 14, 2011		Personal
Tugoz, Ramsey	Occupational Therapy Asst.	Speech Dept.	October 20, 2011	November 11, 2011		Personal
Tugoz, Ramsey	Occupational Therapy Asst.	Speech Dept.	November 28, 2011	December 16, 2011		Personal

Minute Book Page 363

Personnel Calendar
Board Meeting - December 13, 2011
CLASSIFIED PERSONNEL CALENDAR

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
FAMILY CARE & MEDICAL LEAVE (21 duty days or more) - Paid						
Melgar, Marco	Roving Ld. Custodian	Bldg. Svcs.	October 4, 2011	December 19, 2011		Personal
Oregel, Elena	Community Worker	Bldg. Svcs.	December 3, 2011	February 9, 2011		Personal
Perez, Miriam	Interpreter/Translator	Sp. Ed.	November 14, 2011	December 15, 2011		Personal
Silbas, Peter	Plant Custodian Int.	MacArthur	September 21, 2011	November 1, 2011		Personal
LEAVE (21 duty days or more) - Without Pay						
Menjivar, Susana	SSP Sp. Ed.	Santa Ana	October 31, 2011	June 14, 2012		Personal
Nunez, Alejandro	Instr. Asst. Sev. Dis.	Transition Program	September 26, 2011	December 9, 2011		Personal
PROBATIONARY APPOINTMENTS						
Bastida, Luz	Instr. Asst. Computers	Taft	January 9, 2012		26/1	
Cavale, Moreen	Teacher Aide	Child Development	January 9, 2012		10/1	
De La Riva, Jacklynn	Instr. Asst. Computers	Santa Ana	November 14, 2011		26/1	
Gutierrez, Edward	Teacher Aide	Child Development	November 7, 2011		10/1	
Gutierrez, Elizabeth	Site Clerk	Heninger	November 14, 2011		24/1	
Jimenez, Yeni	Teacher Aide	Child Development	November 28, 2011		10/1	
Nichols-Lampkin, Ashley	Library Media Tech.	Lincoln	December 12, 2011		25/1	
Ramirez, Brenda	Teacher Aide	Child Development	November 28, 2011		10/1	
Sanchez, Kristine	Site Clerk	Santa Ana	November 14, 2011		24/1	

CLASSIFIED PERSONNEL CALENDAR

Minute Book Page 865

Personnel Calendar

CLASSIFIED PERSONNEL CALENDAR

Board Meeting - December 13, 2011

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
ADJUSTMENT OF WORKING ASSIGNMENT						
Sierra, Candelario	Instr. Asst. Sev. Dis.	Segerstrom	December 12, 2011		20/4	From 6.5 hours to 6 hours
TEMPORARY ASSIGNMENTS - Out of class Compensation						
Bravo-Solis, Miguel	Sr. Fd. Svc. Wkr.	Food Svcs.	November 7, 2011	June 14, 2012	13/3	
Dominguez, Guadalupe	Risk Management Tech. Budget Tech.	Risk Management	September 1, 2011	September 20, 2011	33/2	
		Business Svcs.	December 5, 2011	March 31, 2012	39/1	
Guillen, Veronica	Buyer	Purchasing Dept.	October 18, 2011	November 10, 2011	33/5	
Lara, Nellie	Ld. Credentials Tech.	Human Resources	November 28, 2011	December 31, 2011	34/6	
		Human Resources	November 28, 2011	December 31, 2011	32/4 + Bil.	
Mendoza, Esther	Credentials Tech.	BTSA	November 7, 2011	November 18, 2011	24/4	
Olivares, Adriana	Sr. Secretary	Carr	November 7, 2011	December 2, 2011	28/5	
Pedraza, Sandra	Sch. Off. Mgr. Int.	Food Svcs.	November 7, 2011	June 14, 2012	31/1	
Peinado, Maria	Fd. Svc. Spvr. H.S.	Bldg. Svcs.	November 1, 2011	December 30, 2011	25/6 + Diff.	
Rojas, Adam	Int. Ld. Custodian	Superintendent's Office	November 21, 2011	June 30, 2012	41/3 + Bil.	
Rosales, Rosie	Recording Secretary - Board of Education	Food Svcs.	October 25, 2011	November 3, 2011	31/5	
Sauceda, Rosa	Fd. Svc. Prod. Spvr.	Bldg. Svcs.	July 14, 2011	September 16, 2011	28/5 + Diff.	
Velazquez, Jose	Lead Custodian	Chavez	November 8, 2011	November 18, 2011	28/6 + Bil.	
Villasenor, Sophia	Sch. Off. Mgr. Cont.					

Juan M. Lopez, Associate Superintendent - Human Resources

Personnel Calendar
Board Meeting - December 13, 2011
CLASSIFIED PERSONNEL CALENDAR

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
BILINGUAL COMPENSATION						
Mendoza, Esther	Personnel Assistant	Human Resources	March 21, 2011		29/4 + Bil.	
SALARY ADJUSTMENT						
Chesmore, Brian	School Police Officer	School Police	November 16, 2011		40/6	
EXTRA DUTY						
Betts, Deborah	Sr. Admin. Clerk	Muir/Transition Center	June 19, 2011	June 28, 2011		
Caudillo, Melody	Instr. Asst. D.H.H.	Taft	August 24, 2011	June 14, 2012		
Elliot, Linda	Job Training Asst.	Muir/Transition Center	December 20	June 28, 2012		
Lozano, David	Instr. Asst. D.H.H.	Taft	August 24, 2011	June 14, 2012		
Muniz, Sarah	Job Training Asst.	Muir/Transition Center	November 21, 2011	June 28, 2012		
Wells, Diana	Job Coach	Muir/Transition Center	November 21, 2011	June 28, 2012		
ACTIVITY SUPERVISORS						
Aburto, Brenda	Activity Supervisor	Jackson	December 7, 2011		10/1	
Barragan Cruz, Namivia	Activity Supervisor	Lathrop	December 6, 2011		10/1	
Carmona, Selena	Activity Supervisor	Santa Ana	December 7, 2011		10/1	
Chavez, Christopher	Activity Supervisor	Saddleback	December 7, 2011		10/1	

Minute Book Page 367

Personnel Calendar
Board Meeting - December 13, 2011
CLASSIFIED PERSONNEL CALENDAR

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
ACTIVITY SUPERVISORS (Continued)						
Diaz, Ester	Activity Supervisor	Lincoln	December 7, 2011		10/1	Minute Book Page 368
Gaar, Angelina	Activity Supervisor	Washington	November 4, 2011		10/1	
Lara Vela, Sarai	Activity Supervisor	Santiago	December 7, 2011		10/1	
Morales, Francisca	Activity Supervisor	Jefferson	November 10, 2011		10/1	
Nicanor, Leodegario	Activity Supervisor	Saddleback	November 28, 2011		10/1	
Olmedo, Irma	Activity Supervisor	Lowell	December 8, 2011		10/1	
Padilla, Liliana	Activity Supervisor	Fremont	December 8, 2011		10/1	
Palacios de Hernandez, Maria	Activity Supervisor	Martin	November 8, 2011		10/1	
Perales, Analicia	Activity Supervisor	Washington	November 8, 2011		10/1	
Quintana, Edgar	Activity Supervisor	Century	November 8, 2011		10/1	
Raymundo, Veronica	Activity Supervisor	Davis	November 4, 2011		10/1	
Rodriguez, Rosalinda	Activity Supervisor	Valley	November 7, 2011		10/1	
Sanchez Garcia, Marivel	Activity Supervisor	Thorpe	December 6, 2011		10/1	
Silvas, Adam	Activity Supervisor	Santa Ana	November 4, 2011		10/1	
Stanley, David	Activity Supervisor	Century	November 15, 2011		10/1	
Torres, Thomas	Activity Supervisor	Diamond	December 6, 2011		10/1	
HOURLY						
Acevedo, Dennis	Fd. Svc. Wkr.		November 8, 2011		11/1	
Acosta, Hortencia	Fd. Svc. Wkr.		November 11, 2011		11/1	Board of Education Minutes December 13, 2011
Aviles, Frankie	Fd. Svc. Wkr.		November 8, 2011		11/1	
Chavez, Oscar	Fd. Svc. Wkr.		November 8, 2011		11/1	
Colin, Anna	Fd. Svc. Wkr.		November 7, 2011		11/1	
Delgado, Jesus	Instr. Provider		December 6, 2011		16/1	
Ebbe, Anthony	Fd. Svc. Wkr.		November 15, 2011		11/1	

Personnel Calendar
Board Meeting - December 13, 2011
CLASSIFIED PERSONNEL CALENDAR

NAME	POSITION	SITE	EFF. DATE	END DATE	SALARY	COMMENTS
HOURLY (Continued)						
Garcia, Christina	Fd. Svc. Wkr.		November 7, 2011		11/1	
Hoeven, Hilary	Instr. Provider		December 6, 2011		16/1	
Mejia, Maria	Instr. Provider		December 7, 2011		16/1	
Pastrana, Diana	Instr. Provider		November 7, 2011		16/1	
Rodriguez, Aryanna	Instr. Provider		December 7, 2011		16/1	
SUBSTITUTES						
Aden, Jodi	SSP Special Ed.		November 3, 2011		19/1	
Caceres, Claudine	Clerical		November 10, 2011		20/1	
Choi, Ji Eun	SSP Special Ed.		November 3, 2011		19/1	
Dang, Duong	Clerical		November 10, 2011		20/1	
Gonzalez, Margarita	Clerical		November 14, 2011		20/1	
Guillen, Elia	SSP Special Ed.		November 10, 2011		19/1	
Higareda, Yvonne	SSP Special Ed.		November 3, 2011		19/1	
Nelson, Bobbie	Alarm Monitor					
Roldan, Catherine	Dispatcher		November 28, 2011		22/1	
Torres, Veronica	Clerical		October 27, 2011		20/1	
	Clerical		December 2, 2011		20/1	
ATHLETIC SPECIALIST						
Bourbon, Nicole	Athletic Specialist #1	Lathrop	November 9, 2011			

Minute Book Page 369

AGENDA ITEMS REQUESTS
CLASSIFIED
2010-11 School Year

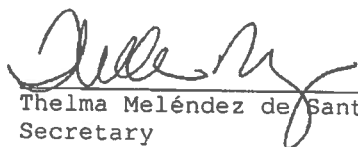
Minute Book 370

TITLE OF ACTIVITY	SITE	FUNDING	NOT TO EXCEED	EFFECTIVE
AVID Tutors	Godinez	AVID United Way	\$3,000	December 14, 2011
AVID Tutors (Ratification)	Middle College	AVID United Way	\$3,000	November 9, 2011
Childcare for Parent Involvement (Ratification)	Valley	Title I	\$3,000	September 1, 2011
Childcare Services	Saddleback	Title I	\$2,000	December 14, 2011
Childcare/Translation (Ratification)		Title I Instructional Assistant OT		
Early Childhood Education	Jefferson	Salary/Title I	\$4,500	November 17, 2011
Extra Duty (Ratification)	Educational Services	Cal-Safe	\$1,000	January 11, 2012
Extra Duty (Ratification)	PSS, Diamond, Kennedy		\$2,000	October 1, 2011
Extra Duty (Ratification)	PSS		\$5,000	September 24, 2011
Extra Duty Assignment for Classified Staff (Ratification)				
Extra Duty - Custodians for CSI (Ratification)	Villa	General Funds	\$500	October 20, 2011
Extra Duty - IEP Interpreters (Ratification)	Special Education	Special Education	\$163	August 22, 2011
Extra Duty - Training for Teachers (Ratification)	Special Education	Special Education	\$10,000	September 1, 2011
Parent Education	Sepulveda	Title I	\$1,000	October 10, 2011
Saturday Jaguar Academy-Nutrition	Washington	EIA-LEP	\$500	December 14, 2011
SIG Extended Learning Support Staff - Classified 2011-12	Willard	General Funds	\$700	January 21, 2012
Technical Support	Saddleback	SIG	\$10,000	December 14, 2011
Translation/Interpretation for Parents	Heninger	Title I	\$300	December 14, 2011
Translations	Santa Ana	ELA-LEP	\$5,000	December 14, 2011
Translator (Ratification)	Spurgeon	General Funds	\$2,000	December 14, 2011
	King	Title I	\$3,000	October 24, 2011

Board of Education
Minutes
December 13, 2011

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2
3 I, Thelma Meléndez de Santa Ana, Ph.D., Secretary to the Board of Education of
4 the Santa Ana Unified School District of Orange County, California, hereby
5 certify that the above and foregoing Resolution was duly adopted by the said
6 Board at a regular meeting properly noticed and held on the 13 day of December
7 2011 and passed by a vote of 5-0 of said Board.

8 IN WITNESS WHEREOF, I have hereunto set my hand this 13 day of
9 December, 2011.

10
11 
12 Thelma Meléndez de Santa Ana, Ph.D.,
13 Secretary
14 Board of Education of the
15 Santa Ana Unified School District
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RESOLUTION NO. 11/12-2904

BOARD OF EDUCATION

SANTA ANA UNIFIED SCHOOL DISTRICT

ORANGE COUNTY, CALIFORNIA

Findings of the Annual and Five-Year Reportable Developer Fees Report for Fiscal Year 2010/2011 in Compliance with Government Code Sections 66006 and 66001

WHEREAS, the Santa Ana Unified School District ("District") has received and expended statutory and/or alternative school facilities fees ("Reportable Fees") for the construction and/or modernization of the District's school facilities in order to accommodate students from new development; and

WHEREAS, pursuant to Government Code Section 66006(a), the District has established and maintained a separate capital facilities account for the Reportable Fees ("Reportable Fees Account"); and

WHEREAS, pursuant to Government Code Section 66006(a), the Reportable Fees have been deposited into the Reportable Fees Account in order to avoid any commingling of the Reportable Fees with other revenues and funds of the District, except for temporary investments, and has expended the Reportable Fees, along with any interest income earned, solely for the purpose(s) for which the Reportable Fees were originally collected; and

WHEREAS, Government Code Section 66006(b)(1) provides that the District shall make a written report containing certain required information available to the public within one hundred eighty (180) days after the last day of each fiscal year; and

WHEREAS, Government Code Section 66006(b)(2) requires that the Board of Education of the District ("Board") review the information made available to the public, including the report entitled "Annual and Five-Year Reportable Developer Fees Report for Fiscal Year 2010/2011" ("Report") at the next regularly scheduled public meeting, at least fifteen (15) days after the Report was made available to the public; and

WHEREAS, the Report contains the requisite information and proposed findings concerning the collection and expenditure of Reportable Fees pursuant to Government Code Sections 66006 and 66001; and

WHEREAS, Government Code Section 66001(d) provides that for the fifth fiscal year following the first deposit into the Reportable Fees Account, and every five years thereafter, the District shall make findings with respect to the portion of the Reportable Fees Account that remains unexpended; and

WHEREAS, the District has complied with all of the foregoing provisions.

NOW, THEREFORE, THE BOARD OF EDUCATION OF THE SANTA ANA UNIFIED SCHOOL DISTRICT DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. The Board finds and determines that the foregoing recitals and determinations are correct.

Section 2. Pursuant to Government Code Section 66006(a), the District has established and maintained a Reportable Fees Account during Fiscal Year 2010-2011.

54
55 Section 3. Pursuant to Government Code Section 66006(a), the Reportable
56 Fees collected during Fiscal Year 2010-2011 have been deposited into the
57 Reportable Fees Account in order to avoid any commingling of the Reportable Fees
58 with other revenues and funds of the District, except for temporary investments,
59 and has expended the Reportable Fees, along with any interest income earned,
60 solely for the purpose(s) for which the Reportable Fees were originally collected.
61

62 Section 4. Pursuant to Government Code Section 66006(b) (1), the District
63 made the Report available to the public within one hundred eighty (180) days after
64 the last day of Fiscal Year 2010-2011.
65

66 Section 5. Pursuant to Government Code Section 66006(b)(1), the Board
67 reviewed the Report at the next regularly scheduled public meeting, at least
68 fifteen (15) days, after the Report was made available to the public.
69

70 Section 6. Pursuant to Government Code Sections 66006(b) (1) and (2), the
71 Board reviewed the Report that is incorporated by this reference and contains the
72 following information:
73

74 (A) A brief description of the type of Reportable Fees in the Reportable
75 Fees Account;

76 (B) The amount of the Reportable Fees;

77 (C) The beginning and ending balance of the Reportable Fees Account;

78 (D) The amount of Reportable Fees collected and the interest earned;

79 (E) An identification of each Project on which Reportable Fees were expended
80 and the amount of the expenditures on each Project, including the total
81 percentage of the cost of the Project that was funded with Reportable Fees;

82 (F) An identification of an approximate date by which the construction of
83 the Project will commence if the District determines that sufficient funds
84 have been collected to complete financing on an incomplete Project, as
85 identified in Section 66001(a)(2), and the Project remains incomplete;

86 (G) A description of each interfund transfer or loan made from the
87 Reportable Fees Account, including the Project on which the transferred or
88 loaned Reportable Fees will be expended, and, in the case of an interfund
89 loan, the date on which the loan will be repaid, and the rate of interest
90 that the Reportable Fees Account will receive on the loan; and

91 (H) The amount of refunds made pursuant to Section 66001(e) and any
92 allocations pursuant to Section 66001(f).
93

94 Section 7. Pursuant to Government Code Section 66006(b)(2), Notice was
95 mailed at least fifteen (15) days prior to the Board meeting, to any interested
96 party who filed a written request with the District for mailed Notice of the Board
97 meeting.
98

99 Section 8. The District posted Notice in the District's regular posting
100 locations and published Notice in a newspaper of general circulation within the
101 District's boundaries.
102

103 Section 9. Pursuant to Government Code Section 66001(d), the Board reviewed
104 the Report which is incorporated by this reference and contains the following
105 proposed findings:
106

107 (1) Identification of the purposes to which the Reportable Fees are to be
108 put;

109 (2) Demonstration of a reasonable relationship between the Reportable Fees
110 and the purpose for which they are charged;

(3) Identification of all sources and amounts of funding anticipated to complete incomplete Projects of the District; and

(4) Designation of the approximate dates on which the funding referred to in paragraph (3) is expected to be deposited into the respective District account(s).

Section 10. When findings are required by Government Code Section 66001(d), these findings shall be made at the same time as the findings as that information required by Government Code Section 66006(b).

Section 11. Pursuant to Government Code Section 66001(e) and (f), the District shall make certain findings when sufficient Reportable Fees have been collected to complete the financing of incomplete Projects, and the Projects remain incomplete.

Section 12. The Board determines that the District is in compliance with Government Code Section 66000, et seq., regarding the receipt, deposit, investment, expenditure and/or refund of Reportable Fees received and expended relative to Projects for Fiscal Year 2010-2011.

Section 13. The Board determines that no refunds and allocations of Reportable Fees, as required by Government Code Sections 66001(e) and 66006(b) (1)(H), are deemed payable at this time for Fiscal Year 2010-2011.

The foregoing resolution was considered, passed, and adopted by this Board at its regular meeting of December 13, 2011.

President of the Governing Board for the Santa
Ana Unified School District

Upon motion of Member Palacio and duly seconded, the foregoing Resolution was adopted by the following vote:

AYES: **John Palacio, Jose Hernandez, Rob Richardson, Audrey Yamagata-Noji,**

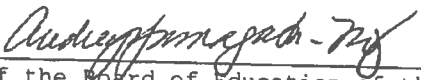
NOES: **Roman Reyna**

ABSENT

STATE OF CALIFORNIA)
) ss:
COUNTY OF _____)

156 I, Audrey Yamagata-Noji, Ph.D., Clerk of the Board of Education of the Santa Ana
157 Unified School District of Orange County, California, hereby certify that the
158 above and foregoing Resolution was duly adopted by the said Board at a regular
159 meeting thereof held on the 13th day of December, 2011 and passed by a vote of
160 5-0 of said Board.

161
162
163
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Clerk of the Board of Education of the Santa
Ana Unified School District, State of
California