

# **BONITA UNIFIED SCHOOL DISTRICT**

Official Minutes of the Regular Board of Education  
Meeting – Wednesday, February 1, 2006

## **Call To Order**

7966. The regular meeting of the Board of Education was called to order at 6:00 p.m. by President, Jim Elliot at the Education Center 115 West Allen Avenue, San Dimas, California.

## **Members Present**

Jim Elliot, President  
Glenn Creiman, Vice President  
Chuck Coyne, Member  
Ed Jones, Member  
Patti Latourelle, Member  
Cerrina Tayag-Rivera, Student Board Representative-Chaparral

## **Members Absent**

Casey Kear, Student Board Representative-SDHS  
Yamileth Roa, Student Board Representative-BHS

## **Staff Members Present**

Robert Otto, Superintendent  
William Brinegar, Assistant Superintendent – HRD  
Kathryn Schneider, Assistant Superintendent – Ed Services  
Ann Sparks, Assistant Superintendent - Business Services

## **CLOSED SESSION**

The meeting convened in Closed Session at 6:01 p.m. to consider:

- Conference With Labor Negotiators Pursuant to Government Code 54957.6 District Designated Negotiator, Dr. William Brinegar, Assistant Superintendent, Human Resources, Bonita Unified School District, Teachers Association (BUTA) and Classified Employees Association (CSEA).
- Public Employee Discipline/Dismissal/Release. Pursuant to Government Code Section 54957.

## **OPEN SESSION**

7967. The meeting reconvened in Open Session at 7:10 p.m.

## **REPORT OF ACTION TAKEN IN CLOSED SESSION**

7968. No action was taken.

## **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Captain Jim Curtis.

## **APPROVAL OF AGENDA ORDER AND CONTENT**

7969. Motion by Mr. Jones, seconded by Ms. Latourelle and carried by 5 Ayes, 0 Noes approving the agenda order and content, noting that Resolution 2006-12 would be presented to Captain Jim Curtis on behalf of the San Dimas Sheriff Department during the Featured Presentation portion of the agenda.

**FEATURED PRESENTATION**  
**SUPERINTENDENT**

Resolution 2006-12 Recognizing  
San Dimas Sheriff Department

7970. Motion by Mr. Jones, seconded by Ms. Latourelle and carried by 5 Ayes, 0 Noes adopting Resolution 2006-12 recognizing San Dimas Sheriff Department.

Jim Elliot presented Resolution 2006-12 to Captain Jim Curtis of the San Dimas Sheriff Department in recognition of their outstanding contributions to the community of San Dimas and the students of Bonita Unified School District and congratulated the Sheriff Department on the dedication of the new San Dimas Sheriff Station.

Captain Curtis expressed the appreciation of the San Dimas Sheriff Department for the Board's recognition and the partnership with the District for the benefit of the students of Bonita Unified School District. He invited everyone to visit the new San Dimas Sheriff Station facility.

Lone Hill Middle School

Ray Arredondo, Principal of Lone Hill Middle School made a presentation to the Board and reported on the educational program and special activities at Lone Hill Middle School. Highlighted in the presentation were the changes in staff and culture of the school and team building efforts with staff members and community involvement with parent participation through the Class Server program.

**COMMUNICATION-STUDENT BOARD REPRESENTATIVES**

The Student Representative from Ramona Middle School addressed the Board and reported on the current events and activities taking place at Ramona Middle School.

In the absence of Casey Kear, Dana Malinick addressed the Board and reported on the current activities and events taking place at San Dimas High School. Highlighted in her report was a recap of January activities. She reported that the annual blood drive would take place on February 23, 2006. She indicated that winter sports have been very successful and Boy's Varsity Basketball is undefeated.

**APPROVAL OF MINUTES**

7971. Motion by Mr. Creiman, seconded by Mr. Jones and carried by 5 Ayes, 0 Noes, approving the Minutes of the January 18, 2006 Special Meeting of the Board of Education.
7972. Motion by Ms. Latourelle, seconded by Mr. Coyne and carried by 5 Ayes, 0 Noes approving the Minutes of the January 18, 2006 Regular Meeting of the Board of Education.

**REQUESTS TO SPEAK ON AGENDA ITEMS**

Community	No Comment
PTA	No Comment
BUTA	No Comment
CSEA	No Comment
BUMT	No Comment

**CONSENT AGENDA**

	7973. Motion by Mr. Jones, seconded by Ms. Latourelle and carried by 5 Ayes and 0 Noes, approving all items on the Consent Agenda, with the exception of Business Services-12, 13, 14, and 15 that were pulled for discussion.
Extended & Overnight Educational Field Trips	7974. Approved extended and overnight educational field trips as listed. Itinerary is on file in the Educational Services Department. a. Ramona Middle School Jazz Band to attend Reno Jazz Festival, Reno/Sparks, NV, April 28-30, 2006.
Contract Between BUSD & Covina Development Center	7975. Approved Contract between Bonita Unified School District and Covina Development Center for Educational Services for the 2005-2006 school year.
Resolution 2006-16 March As Women's History Month	7976. Adopted Resolution 2006-16 recognizing March as Women's History Month.
"A" and "B" Warrants	7977. Approved and/or ratified "A" (payments for school employees) and "B" warrants (payment for equipment, supplies and for the services of non-school employees) as listed.
Purchase Orders	7978. Approved and/or ratified purchase orders (authorization for purchase of equipment, supplies and the services of non-school employees) as listed.
Budget Transfers	7979. Approved budget transfers between major object codes, as presented.

**CONSENT AGENDA – Cont.**

Independent Contract  
Agreements

7980. Approved Independent Contract Agreements between Bonita Unified School District and consultant(s)/contractor(s). Copies of each Independent Contract Agreement are kept on file in the Business Office.
- a. Music Americana Productions
  - b. Louis Pearl
  - c. Direct Therapy

Surplus Property

7981. Declared items as listed as surplus in accordance with Education Code 39521 and authorized disposal.

Change Order #3  
Bid 05-06:03 Repair/Replace  
Roofs

7982. Approved Change Order #3 Bid 05-06:03 repair/replace roofs at various sites in the amount of \$1,600.

Identify Piggyback Bids for  
Leasing/Purchase of  
Relocatables

7983. Authorized staff to identify sources of piggyback bids for the purpose of leasing/purchasing of relocatable buildings for interim housing at various sites.

Prepare Bid Specifications for  
Installation of Interim Housing

7984. Authorized staff to prepare bid specifications for installation of interim housing at various sites.

Agreement between BUSD  
& Dougherty & Dougherty Architects-  
Installation of Relocatables

7985. Motion by Mr. Jones, seconded by Mr. Creiman and carried by 5 Ayes, 0 Noes approved Agreement between Bonita Unified School District and Dougherty and Dougherty Architects to provide architectural and engineering services related to the installation of relocatable buildings at various sites.

Mr. Jones requested clarification on the process for selecting architectural and engineering services for relocatable buildings and the criteria utilized for the selection of the firm to provide these services. Ms. Sparks provided an overview of the process and criteria for the selection of the firms for relocatable buildings throughout the District. Ms. Sparks reviewed the requirements of DSA and the necessity for architectural services.

**CONSENT AGENDA – Cont.**

Agreement between BUSD  
& Rachlin Architects-  
Installation of Relocatables

7986. Motion by Mr. Jones, seconded by Mr. Creiman and carried by 5 Ayes, 0 Noes, approved Agreement between Bonita Unified School District and Rachlin Architects to provide architectural and engineering services related to the installation of relocatable buildings at various sites.

No further comment.

Agreement between BUSD  
& Adolph Ziemba AIA & Assoc.-  
Installation of Relocatables

7987. Motion by Mr. Jones, seconded by Mr. Creiman and carried by 5 Ayes, 0 Noes, approved Agreement between Bonita Unified School District and Adolph Ziemba AIA and Associates to provide architectural and engineering services related to the installation of relocatable buildings at various sites.

No further comment.

Request for Qualifications for  
Construction Management  
Services

7988. Motion by Mr. Jones, seconded by Mr. Creiman and carried by 5 Ayes, 0 Noes, authorized staff to issue Request for Qualifications for Construction Management Services for modernization projects at various sites.

Mr. Jones requested clarification on the services provided by the Construction Management companies. Ms. Sparks reviewed the process and criteria utilized to select firms to provide construction supervision, project scheduling and coordination, claims review and negotiation and general management and administration of construction projects.

Use of Facility Request by  
La Verne Lazars Soccer Club

7989. Approved facility use request by La Verne Lazars Soccer Club to use Allen Avenue Elementary School's fields from March 3, 2006 through August 26, 2006.

**CONSENT AGENDA – Cont.**

Timeline for Levy of Annual  
RAD for 2006-2007

7990. Approved proposed timeline for the levy of annual Recreation Improvement and Maintenance District for fiscal year 2006-2007 pursuant to the Landscaping and Lighting Act of 1972, in compliance with Proposition 218.

Resolution 2006-14-Continuation  
Of RAD for 2006-2007

7991. Adopted Resolution 2006-14 initiating proceedings to continue the Recreation Improvement and Maintenance District for the 2006-2007 fiscal year and approving agreement between Bonita Unified School District and David Taussig and Associates in the amount of \$50,000, plus expenses and directing David Taussig and Associates to provide the District with the engineering report necessary to continue the Recreation Improvement and Maintenance District for the 2006-2007 fiscal year.

Certificated Personnel Report

7992. Approved Terminations, Resignations, Leaves of Absence, Maternity Leaves, Employment, Changes of Status, Extra Duty and other routine personnel items for Certificated and Certificated Management employees, as listed.

Classified Personnel Report

7993. Approved Terminations, Resignations, Leaves of Absence, Maternity Leaves, Employment, Changes of Status, Extra Duty and other routine personnel items for Classified, Classified Management and Confidential employees, as listed.

Educational Conferences

7994. Approved Classified/Certificated attendance at conferences, conventions, workshops and meetings as listed. Actual and necessary expenses incurred by such attendance to be paid by Bonita Unified School District unless otherwise specified in accordance with Board Policy 2325.

Increase of .2 FTE for ROP for  
2005-2006

7995. Approved increase of .2 Full Time Equivalent (FTE) allocation for the Regional Occupational Program (ROP) for the 2005-2006 school year.

Increase of 1 FTE for CIS

7996. Approved increase of 1 Full Time Equivalent (FTE) allocation for Computer Information Services.

**CONSENT AGENDA – Cont.**

**Donations**

7997. Accepted with thanks the donation of gifts valued at \$1,906.55 as determined by the donor and in accordance with Education Code 35273 and directed staff to send letters of appreciation to donors on behalf of the Board of Education and staff.

**DISCUSSION/ACTION AGENDA**  
**EDUCATIONAL SERVICES**

**Report on Regional Occupational  
Program**

7998. Nick Reynolds, Senior Director of Student Services, presented to the Board a report on the District's Regional Occupational Program (ROP). Mr. Reynolds presented an overview of the Regional Occupational Program and the courses offered to the students. Approximately 670 students are currently enrolled in the District's Regional Occupational Program. Mr. Reynolds highlighted the major occupational areas of Informational Technology, Human Services, Arts and Communication, Education and Child Development, Transportation, and Health Services. Dr. Schneider indicated that the District's Regional Occupational Program would be featured on the next Focus On Education Program, airing on Thursday, February 2, 2006.

Mr. Jones and Ms. Latourelle expressed pride in the District's Regional Occupational Program and encouraged all students to enroll in these beneficial courses.

**BUSINESS SERVICES**

**Discuss Budget Development  
Items**

7999. As part of the budget development process, a comprehensive review of revenues and expenditures is necessary to arrive at an appropriate budget for 2006-2007. Ms. Sparks reported to the Board on the 2006-2007 budget development related items. The staff discussed 1) District-Wide Enrollment/ADA Projections; 2) The Governor's Proposed 2006-2007 State Budget; 3) an Initial Staffing Report, including current 2005-2006 staff by site/department and projected staff overages and shortages for 2006-2007; 4) Report on Compensation Costs for Employees, including the cost of step and column salary adjustments, cost of statutory benefits, cost of health and welfare benefits, summary of average compensation costs for 2005-2006 and salary schedules.

**DISCUSSION/ACTION AGENDA**

**BUSINESS SERVICES-Cont.**

Initial Budget Development Guidelines  
& Assumptions for 2006-2007

8000. Motion by Mr. Jones, seconded by Mr. Creiman and carried by 5 Ayes, 0 Noes, approved Initial Budget Development Guidelines and Assumptions for the 2006-2007 fiscal year, as presented.

Ms. Sparks reported on the Initial Budget Development Guidelines and Assumptions for the 2006-2007 fiscal year. Budget development guidelines establish a parameter to be used by the District staff in formulating the 2006-2007 budget. Guidelines establish limitations and allocations for various programs. Budget assumptions describe the Average Daily Attendance (ADA), Revenue Limit and other revenue and expenditure assumptions that will be used in formulating the District's budget. The District Budget shall support the attainment of the goals related to the Mission Statement and the Eight Areas of Focus adopted by the Board of Education.

**HUMAN RESOURCES DEVELOPMENT**

Resolution 2006-13-Release of  
Temporary, Categorically Contracted,  
Emergency Permit or Pre-Intern  
Certificated Employees

8001. Motion by Ms. Latourelle, seconded by Mr. Elliot and carried by 5 Ayes, 0 Noes, adopted Resolution 2006-13 regarding release of employees serving in certificated positions pursuant to temporary or categorical contracts and/or pursuant to and possessing only emergency permits or pre-intern teaching certificates.

Dr. Brinegar indicated that the District is required to notify temporary certificated employees and/or emergency permit certificated employees before the end of the school year regarding the District's intention to not reelect the employee for the next succeeding school year. Dr. Brinegar indicated that teachers on emergency permits do not accrue any service credit toward permanency. Dr. Brinegar indicated that this process is completed on an annual basis. He reviewed the conditions of employment for the temporary and emergency permit or pre-intern certificated employees.



**DISCUSSION/ACTION AGENDA**

**HUMAN RESOURCES DEVELOPMENT-Cont.**

Resolution 2006-17-Eliminating  
.5 Categorically Funded Hours  
From a Student Campus  
Supervisor Position

8002. Motion by Mr. Jones, seconded by Ms. Latourelle and carried by 5 Ayes, 0 Noes, adopted Resolution 2006-17 eliminating .5 categorically funded hours from a Student Campus Supervisor position at Lone Hill Middle School.

Dr. Brinegar indicated that this resolution is necessary to implement the reduction of .5 categorically funded hours per day of a Student Campus Supervisor position at Lone Hill Middle School. This action is due to a lack of work and lack of categorical funds. Dr. Brinegar noted that categorically funded employees can be released or reduced by the District at any time during the school year, with notification to the employee association.

**SUPERINTENDENT**

Resolution 2006-15 Recognizing  
Jim Elliot as City of San Dimas  
Citizen of the Year

8003. Motion by Mr. Jones, seconded by Ms. Latourelle and carried by 5 Ayes, 0 Noes, adopted Resolution 2006-15 recognizing Jim Elliot as City of San Dimas Citizen of the Year.

The Board recognized Mr. Elliot for his contribution to the students of Bonita Unified School District and the community. The Board congratulated Mr. Elliot for being named the City of San Dimas 2006 Citizen of the Year. The resolution was presented to Mr. Elliot at a banquet honoring him as the City of San Dimas Citizen of the Year.

Mr. Elliot graciously expressed his appreciation for the honor given to him by the Board of Education and for his recognition as the City of San Dimas Citizen of the Year.

**DISCUSSION/ACTION AGENDA**  
**SUPERINTENDENT-Cont.**

Nomination for Membership to the  
Executive Board of Directors for  
The Los Angeles County School  
Trustees Association

8004. Motion by Ms. Latourelle, seconded by Mr. Creiman and carried by 5 Ayes, 0 Noes, nominated Mr. Ed Jones for membership to the Executive Board of Directors for the Los Angeles County School Trustees Association.

Dr. Otto indicated that the Board, at their discretion, may nominate individuals for membership to the Executive Board of Directors for the Los Angeles County School Trustees Association. Elections will take place at a later date.

Mr. Jones accepted the nomination of the Board.

**REQUESTS TO SPEAK ON NON-AGENDA ITEMS-COMMUNICATION FROM THE PUBLIC**

Community

No Comment

PTA

No comment

BUTA

Mr. George King, Chief Negotiator for BUTA, addressed the Board and thanked Mr. Jones and Ms. Latourelle for their participation on the San Antonio Regional Occupational Board. Mr. King reported that Dan Harden was named by the State Veteran's of Foreign Wars (VFW) their Teacher of the Year.

CSEA

No comment

BUMT

No Comment

**COMMUNICATIONS-BOARD/SUPERINTENDENT**

Cerrina Tayag-Rivera addressed the Board and reported on the current activities and events taking place at Chaparral High School and the STAR Center. Highlighted in her report was College Night on February 9. She noted that California High School Exit Exam testing will take place this month. She reported that a field trip will take place on February 8 for students to attend a play at Citrus Community College. She commended the teachers for their dedication to the students.

**COMMUNICATIONS-BOARD/SUPERINTENDENT-Cont.**

Mr. Coyne expressed sympathy to the Jacobs family for the recent loss of their daughter, Christine, a Bonita High School student. Mr. Coyne congratulated Jim Elliot for being named City of San Dimas Citizen of the Year. He reported attending the grand opening of the new San Dimas Sheriff facility and toured some of the completed modernization projects at Bonita High School. He noted that the La Verne/San Dimas Educational Foundation will be hosting, as a fund raiser, a Golf Tournament on February 24, 2006 and encouraged everyone to participate in the tournament.

Ms. Latourelle noted that it has been her pleasure to serve on the San Antonio Regional Occupational Board. She encouraged students to participate in the various courses offered by the District's Regional Occupational Program. Ms. Latourelle reported attending the Citizen of the Year banquet and congratulated Jim Elliot. She reported that she attended the memorial services for Bonita High School student, Christine Jacobs, who recently passed away and asked everyone to remember Chrissy Jacobs.

Mr. Jones reported attending the San Dimas Sheriff Department facility grand opening ceremonies. He requested the staff to provide the Board with additional information regarding the Advanced Placement classes offered in the District.

Mr. Creiman congratulated Jim Elliot. Mr. Creiman reported visiting classrooms and also attended the San Dimas Sheriff Station grand opening ceremonies. Mr. Creiman attended the Los Angeles County School Trustees Association meeting.

Mr. Elliot expressed sympathy to the Jacobs family. He reported that he is looking forward to taking part in the upcoming San Dimas High School Career Day. Mr. Elliot thanked the staff members and Board members who attended the Citizen of the Year banquet.

**COMMUNICATIONS-BOARD/SUPERINTENDENT-Cont.**

Dr. Otto reported that the District's preschool is now licensed and it is anticipated to open in February. He reported attending the recent Superintendent's Symposium. Dr. Otto indicated that the first semester is now ended and the second semester has begun. Dr. Otto encouraged parents to review their student's grades.

**MEETING DATES**

The next Regular Meeting of the Board of Education will be held on Wednesday, March 8, 2006, at 7:00 p.m. at the Education Center, 115 West Allen Avenue, San Dimas.

**ITEMS FOR FUTURE AGENDAS**

**ADJOURNMENT**

The Board adjourned at 9:30 p.m.

---

Robert C. Otto, Superintendent  
Secretary to the Board of Education