

## 6. EDUCATIONAL ADMINISTRATION

### 6.1 Appointment of Industry/ Business Members to Career Technical Advisory Committee

**BACKGROUND INFORMATION:** California Education Code 8070 requires that the governing board of each school district participating in a career technical education program (Carl Perkins) shall appoint a career technical education advisory committee to develop recommendations on the program and to provide liaison between the district and potential employers.

**CURRENT CONSIDERATIONS:** The Career Technical Advisory Committee is composed of one or more representatives of the general public who are knowledgeable about the various pathways the district offers.

Activities of the Career Technical Advisory Committee may include, but are not limited to:

- Review curriculum and facilities
- Sponsor mentoring activities
- Identify equipment needs
- Sponsor guest speakers
- Conduct surveys
- Plan/conduct field trips or on-site visits
- Plan/conduct in-service for instructors
- Identify new advances in the industry
- Assist in identifying all aspects of an industry
- Provide work-based learning sites
- Provide placement of career technical education program completers
- Initiate and maintain an effective public relations program

The following business/community representatives have volunteered for, and are recommended for appointment to the Sierra Sands Unified School District Career Technical Advisory Committee.

- Jayne Miller Gifford-Kern County ROP
- Trish Gresham-Education Outreach-EEO Specialist-NAWCWD
- Arzell Hale-Executive Director of Human Resources, Environmental, Governmental Relations & Public Policy-Searles Valley Minerals
- Bob Hawkes-Director Workforce Development-Kern Community College District
- Ken Hayes-Head of Weapons Prototype Division- NAWCWD
- Linda Homer-NAWCWD-Chair “Expanding Your Horizons”
- Valerie Karnes-Dean of Career Technical Education-Cerro Coso Community College

- Jason Patin-Ridgecrest City Council-Business Owner
- Ron Pruitt-Supervisory Engineering Technician
- Elaine Riendeau-NAWCWD-“Expanding Your Horizons” Committee Member
- Alan VanNevel-NAWCWD-Research Physicist

In addition, the committee consists of Sierra Sands Unified School District teaching staff, counselors, and administrators. ROP programs also have CTE Advisory committees for their specific pathways.

FINANCIAL IMPLICATIONS: Incidental costs for this advisory committee are considered a reasonable expense through Carl Perkins IV funds and are anticipated to be less than \$200. Carl Perkins IV is \$42,603 in 2013-14 and ROP is a \$449,548 Local Control Funding Formula program allocation.

SUPERINTENDENT’S RECOMMENDATION: It is recommended that the board appoint the individuals named above to the Sierra Sands Unified School District Career Technical Advisory Committee for the 2013-14 school year.

## 6. EDUCATIONAL ADMINISTRATION

### 6.2 Report to the Board Regarding Grant Award Notification for the Federal Military-Connected Local Education Agencies for Academic and Support Programs (MCASP)

BACKGROUND INFORMATION: Sierra Sands Unified School District continues to actively search out and apply for grants that support district goals. The United States Department of Defense-Education Agency program provides funding to support Military-Connected schools. These applications are competitive and awarded to successful grant applicants. Sierra Sands Unified School District has 41% of its students military connected (active, reserve and/or DOD) and is therefore eligible for these grants.

CURRENT CONSIDERATIONS: An application for the 2013 Military-Connected Local Education Agencies for Academic and Support Programs (MCASP) entitled “Math and Science Together Creating 21<sup>st</sup> Century Learners” was submitted to DoDEA on May 31, 2013. On September 25, 2013 the district was notified that it was a successful grantee out of the forty-one grants awarded nationally in 2013. Grant funds will provide funding for a variety of services and activities including:

- Purchase of technology for student use
- Professional Development for staff and support for student learning
- Three “District Project Teachers-Technology” positions
- Outside evaluation services

The measurable goals of this project are to increase student achievement in math as measured in 5<sup>th</sup> grade, 7<sup>th</sup> grade, and enrollment and success in Algebra. Strategies used involve access to technology (Chromebooks), intensive professional development and coaching, and instruction in digital literacy skills for both teachers and students.

Special appreciation for assistance in the completion of this grant goes to Deborah Ernst of the Fleet and Family Services Center (NAWCWD), the district’s three project teachers – Julie Frisbee, Teri Switzer, and Jennifer Williams and Burroughs School Librarian, Sharlene Paxton.

#### FINANCIAL CONSIDERATIONS:

This grant provides \$1,900,000 over a three year period.

Personnel and Benefits= \$757,364

Travel= \$29,000

Equipment= \$892,850

Supplies= \$36,205

Contracts/ Software Licenses= \$184,581

#### SUPERINTENDENT’S RECOMMENDATION:

This report is provided for informational purposes only and does not require board action.

## 6. EDUCATIONAL ADMINISTRATION

### 6.3 Ridgecrest Charter School: Receipt of Charter Renewal Petition

---

**BACKGROUND INFORMATION:** On or about October 1, 2013, petitioners for the Ridgecrest Charter School submitted a charter renewal petition to the Sierra Sands Unified School District (“District”) offices seeking to renew its charter for the term July 1, 2014 through June 30, 2019.

**CURRENT CONSIDERATIONS:** Education Code section 47607 provides that charter renewals are governed by the standards and criteria in Education Code section 47605. Education Code section 47605(b) sets forth the process for the consideration of a charter school petition and provides that within 30 days of the governing board’s receipt of a charter petition, the board must hold a public hearing on the provisions of the charter proposal, at which time the board shall consider the level of support for the petition by the teachers employed by the district, other employees of the district, and parents. The statute further provides that the governing board must make a determination whether to grant or deny the charter petition within 60 days of its receipt of the petition.

To commence the statutory review period under Education Code section 47605(b), the Board of Education must receive the Ridgecrest Charter School charter renewal petition.

**FINANCIAL IMPLICATIONS:** None at this time.

**SUPERINTENDENT’S RECOMMENDATION:** The Superintendent recommends that the Board of Education receive the Ridgecrest Charter School charter renewal petition in order to commence the statutory review period under Education Code section 47605(b).

7. POLICY DEVELOPMENT AND REVIEW

7.1 Approval of Revisions to Board Policy and Administrative Regulations-5148, Child Care and Development

---

BACKGROUND INFORMATION: The Assistant Superintendent of Curriculum and Instruction has reviewed selected board policies and administrative regulations as a result of recommendations for revisions from the California School Board Association (CSBA) policy service. All proposed policy and administrative regulation revisions reflect recent changes in applicable state and/or federal laws and regulations.

CURRENT CONSIDERATIONS: Board Policy and Administrative Regulations-5148, Child Care and Development, was last updated in August 2000. This policy has been updated and revised to reflect legal requirements and recent changes in new laws addressing facilities for child care and development services and revises material on program evaluation to more directly reflect state requirements.

FINANCIAL IMPLICATIONS: None.

SUPERINTENDENT'S RECOMMENDATION: The superintendent's recommendation is to approve the changes to Board Policy as presented without a second reading since the policy reflects mandated updates. Administrative regulations are included for information but do not require board approval.

8. PERSONNEL ADMINISTRATION

8.1 CERTIFICATED PERSONNEL

8.11 RESIGNATION, TERMINATION\*, SEPARATION\*\*, RETIREMENT\*\*\*

8.12 LEAVE OF ABSENCE

8.13 EMPLOYMENT

8.14 CHANGE OF STATUS

RECOMMENDED ACTION: To approve certificated personnel actions as presented.

8.2 CLASSIFIED PERSONNEL

8.21 RESIGNATION, TERMINATION\*, SEPARATION\*\*, RETIREMENT\*\*\*

8.22 LEAVE OF ABSENCE

8.23 EMPLOYMENT

8.24 CHANGE OF STATUS

RECOMMENDED ACTION: To approve classified personnel actions as presented.

8. PERSONNEL ADMINISTRATION

8.1 CERTIFICATED PERSONNEL

8.11 RESIGNATION, TERMINATION\*, SEPARATION\*\*, RETIREMENT\*\*\*

Karen Gum\*\*\*  
1<sup>st</sup> Grade – Inyokern  
Effective 11-9-13

Tonya Wicker  
History – Murray  
Effective 9-23-13

8.12 LEAVE OF ABSENCE

8.13 EMPLOYMENT

Daina Catlin  
Elementary Counselor – District  
Effective 9-23-13

Nichole Harris  
Elementary Counselor – District  
Effective 9-23-13

Substitute Teachers for 13-14 year

Maria Alvarado  
Ana Gonzalez

Coaches for 13-14 year:

John D Darley  
Football – Burroughs

Joshua Nazeck  
Soccer – Burroughs

8.14 CHANGE OF STATUS

8. PERSONNEL ADMINISTRATION

8.2 CLASSIFIED PERSONNEL

8.21 RESIGNATION, TERMINATION\*, SEPARATION\*\*, RETIREMENT\*\*\*

8.22 LEAVE OF ABSENCE

8.23 EMPLOYMENT

Carrie McNatt  
2 hr. Noon Duty Supervisor – James Monroe  
Effective 10-07-13

Elenita Canonoy  
1 ¾ hr. Noon Duty Supervisor – Las Flores  
Effective 9-13-13

Student Food Service Workers for the 2013-2014 School Year

Student Workability Workers for the 2013-2014 School Year

Julia Collingwood  
Sorena Jorgensen  
Jerriann Kirk-Bundy  
Amber Love  
Quincy Perkins  
Michael Pettet  
Alyssa Skipworth

Classified Substitutes for the 2013-2014 School Year

Luisa Castro  
ClairAnn Herbert  
Betty Jones  
Wendy Lillywhite  
Dale Moore  
Jonathan Poole  
Charles Ray  
Vicki Seaman  
Grace Wooding



## 8. PERSONNEL ADMINISTRATION

8.3 Adoption of Resolution #8 1314, Reduction of Classified Service

---

**BACKGROUND INFORMATION:** The ongoing fiscal crisis faced by the State of California is a major concern for school districts and as a result, districts are continuing to look for and find ways to manage and maintain fiscal solvency. Staff continues to look at all options available to them in addressing the needs of the district considering the ongoing budget crisis.

**CURRENT CONSIDERATIONS:** The proposed reduction was a pilot program that went into effect November 16, 2012, to assist in providing lunch to students with special needs at lunch time. It has been determined that students are not taking advantage of the program, and it is no longer needed.

California Education Code sections 45101, 45114, 45117, and 45308 authorize a school district to layoff classified employees due to a lack of work and/or lack of funds upon sixty (60) days prior notice. Resolution #08 1314 calling for reduction of classified services for the 2013-14 school year is presented for adoption due to lack of work. The reduction will become effective December 16, 2013.

**FINANCIAL IMPLICATIONS:** The district estimates that it may be able to save as much as \$7,783 with the reduction of the position identified in Resolution #8 1314.

**SUPERINTENDENT'S RECOMMENDATION:** It is recommended that the Board of Education adopt Resolution #8 1314 reducing classified service effective December 16, 2013, as presented.

## 8. PERSONNEL ADMINISTRATION

### 8.4 Agreement with the City of Ridgecrest for Additional Onsite Police Services for the 2013-16 School Years

---

BACKGROUND INFORMATION: In December 1994, the superintendent of the Sierra Sands Unified School District began discussions with the school board regarding a program between the district and the City of Ridgecrest Police Department to assign a full-time officer to serve in the three Ridgecrest area secondary schools. In March 1995, a proposal was brought before both the Ridgecrest City Council and the Sierra Sands Board of Education to establish a cooperative for a trial period of 18 months by which a police office would be almost exclusively assigned to the secondary schools located in Ridgecrest. The total expenses related to this assignment were to be equally shared by both agencies. The proposal was approved. The agreement has been renewed and extended on several occasions.

CURRENT CONSIDERATIONS: The School Resource Officer (SRO) has become an important part of the commitment of the Sierra Sands Unified School District and the City of Ridgecrest to keep campuses safe for district students. The Ridgecrest Police Department has applied for and has received a grant for an additional SRO to serve our schools for a three year period. With the addition of a new SRO, the Ridgecrest Police Department will continue to work closely with the administration at all of our Sierra Sands schools in providing law enforcement, student counseling, and law-related education. This agreement will provide additional collaboration between the Ridgecrest Police Department and the district creating positive interactions between the students of Sierra Sands Unified School District and law enforcement. This new officer will also be involved with Teen Court and provide assistance with drug awareness and counseling. This partnership enables the district to meet state and federal mandates for community partnerships in maintaining safe and drug-free communities.

FINANCIAL IMPLICATIONS: The district agrees to pay one-half of the actual cost incurred by the city in employing the officer for each year, which will be approximately \$41,666.00 per year over the next three years. This will be funded with the unrestricted general fund.

SUPERINTENDENT'S RECOMMENDATION: It is recommended that the board approve the agreement with the City of Ridgecrest to provide an additional SRO for onsite police services for the 2013-16 school years as presented.

## 9. GENERAL ADMINISTRATION

### 9.1 Gifts to the District

---

CURRENT CONSIDERATIONS: The following donations have been received: Wal-Mart donated \$1,000 by giving 20 gifts cards worth \$50 each to be used by Inyokern Elementary School teachers for classroom and educational supplies. Wal-Mart also donated miscellaneous school supplies in the form of notebooks, binders, pencil boxes, folders, composition books, pens, dry erase markers, staplers, and scissors to Inyokern Elementary School with an estimated value of \$2,000 for teacher and student use. Lenny DeAngelis on behalf of the Rotary Club donated \$250 to Inyokern Elementary School for teacher supplies for student use. Susan Prazak donated a Conn E flat/F French Horn with an estimated value of \$2,000 to the Burroughs High School music department. Steve and Sandra Davis donated a Yamaha Clavinova Electric Piano with an estimated value of \$1,000 to the Burroughs High School music department.

FINANCIAL IMPLICATIONS: Donations provide support to the district and have a positive financial impact.

SUPERINTENDENT'S RECOMMENDATION: Accept the gifts as described and send appropriate letter of appreciation.

## 9. GENERAL ADMINISTRATION

- 9.2 Report to the Board: Nature and Resolution of Complaints with Regard to Deficiencies Related to Instructional Materials, Emergency or Urgent Facilities Conditions that Pose a Threat to the Health and Safety of Pupils or Staff, Teacher Vacancy or Misassignment, and Provision of Intensive Instruction and Services to Students Who Did Not Pass the California High School Exit Examination (CAHSEE) by the End of Grade 12, as Required by the Williams Act
- 

**BACKGROUND INFORMATION:** California Education Code 35186 specifies that a school district shall report summarized data on the nature and resolution of all complaints on a quarterly basis to the county superintendent of schools and the governing board of the school district. The summaries shall be publicly reported on a quarterly basis at a regularly scheduled meeting of the governing board of the school district. The report shall include the number of complaints by general subject area with the number of resolved and unresolved complaints. The complaints and written responses shall be available as public records.

This procedure is intended to address all of the following:

(1) A complaint related to instructional materials as follows:

(A) A pupil, including an English learner, does not have standards-aligned textbooks or instructional materials or state adopted or district adopted textbooks or other required instructional material to use in class.

(B) A pupil does not have access to instructional materials to use at home or after school in order to complete required homework assignments.

(C) Textbooks or instructional materials are in poor or unusable condition, have missing pages, or are unreadable due to damage.

(2) A complaint related to teacher vacancy or misassignment as follows:

(A) A semester begins and a certificated teacher is not assigned to teach the class.

(B) A teacher who lacks credentials or training to teach English learners is assigned to teach a class with more than 20 percent English learner pupils in the class. This subparagraph does not relieve a school district from complying with state or federal law regarding teachers of English learners.

(C) A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

(3) A complaint related to the condition of facilities that pose an emergency or urgent threat to the health or safety of pupils or staff as defined in paragraph (1) of subdivision (c) of Section 17592.72 and any other emergency conditions the school district determines appropriate.

(4) A complaint related to provision of intensive instruction and services to students who did not pass the California High School Exit Examination (CAHSEE) by the end of grade 12.

CURRENT CONSIDERATIONS: There have been no complaints filed with the school district between July 1, 2013 and September 30, 2013 in any of the designated areas.

FINANCIAL CONSIDERATION: None.

SUPERINTENDENT'S RECOMMENDATION: This report is for informational purposes only. A copy of this report will be forwarded to the Kern County Superintendent of Schools as required by state law.

10. CONSTRUCTION ADMINISTRATION

10.1 Authorization to Contract with Abateco for Remediation of Material Located in the Parker Performing Arts Center at Burroughs High School

---

**BACKGROUND INFORMATION:** Sierra Sands Unified School District has been working with the Siemens Corporation on a variety of issues related to the District HVAC System. It is anticipated that a new chiller will be installed in the Parker Performing Arts Center at Sherman E. Burroughs High School.

**CURRENT CONSIDERATION:** In preparation for the installation of the new chiller in the Parker Performing Arts Center, the District reviewed survey information which indicated that abatement of insulation material on the pipes located in the machine room in the Parker Performing Arts Center would be required. This is due to the fact that a requirement of the project would be removal of the existing pipes and in so doing, the insulation material would be disturbed and therefore, abatement of that material would be required. The District has used ABATECO for many such projects, found them to be reliable and expedient and wishes to contract for their services for this effort.

**FINANCIAL IMPACT:** It is estimated that the cost for this effort will not exceed \$11,800.00. Due to the schedule associated with the installation of the new chiller, the District wishes to authorize ABATECO to begin as soon as possible so as to not impact the chiller project. An appropriate funding source would be IKSFA.

**SUPERINTENDENTS RECOMMENDATION:** It is respectfully requested that the Board authorize staff to contract with ABATECO to perform the abatement services required in the Parker Performing Arts Center at Burroughs High School as soon as possible. Contract not to exceed \$11,800.00

## 10. CONSTRUCTION ADMINISTRATION

### 10.2 Approval of Resolution #9 1314 Regarding the Availability of State Matching School Facility Funds Associated with the Modernization of Sherman E. Burroughs High School and the Construction of Murray Middle School

---

**BACKGROUND INFORMATION:** Sierra Sands Unified School District has been able to participate in the State School Facility Program for many years and plans to continue to do so both in connection with its two Department of Defense School Construction and Modernization Projects at Sherman E. Burroughs High School and Murray Middle School. Within the last year, funding for the program has been depleted at the state level. The State responded to this situation by creating a list of unfunded school facility projects. While there is speculation that a school construction bond will be on the June ballot, there is no certainty at this time, whether such a funding mechanism will actually be on the ballot and less certainty as to its passage. Therefore, the State has initiated the requirement that LEA's contemplating school construction projects enact the attached Board Resolution acknowledging that fact. Additionally, the resolution states that the Board understands that the parameters around such funding may change if and when the funding is made available.

**CURRENT CONSIDERATION:** Application for State Matching funds has already been made for the previous project work at Burroughs High School and that project is on the unfunded list. Going forward, the District plans to make application for State Matching Funds for both DOD School Facility projects. Due to the current funding situation, the State Allocation Board requires that all applications for State Matching funds be accompanied by the attached resolution. As the District continues its initiatives related to its DOD projects, it is appropriate that the attached resolution be passed by the Board. The signed resolution will accompany District applications for State Matching funds. The resolution indicates that the Board is aware that there are no State funds available at this time. This resolution acknowledges that the Sierra Sands Unified School District Board is aware of that fact and that may still be the situation when the District submits its application to request State Matching funds.

**FINANCIAL IMPACT:** To be determined. If the matching funding is not forthcoming from the State, the District will rely on its alternative method of funding for the projects.

**SUPERINTENDENTS RECOMMENDATION:** It is respectfully requested that the Board approve Resolution #9 1314, as presented.

12. CONSENT CALENDAR

12.1 Approval of "A" and "B" Warrant

---

CURRENT CONSIDERATIONS: "A" and "B" warrants released in September, 2013 are submitted for approval. "A" warrants totaled \$2,292,634.35. "B" warrants totaled \$728,193.59.

FINANCIAL IMPLICATIONS: Warrants were issued as stated.

SUPERINTENDENT'S RECOMMENDATION: Approve "A" and "B" warrants for September, 2013 as presented.



## 12. CONSENT CALENDAR

### 12.2 Approval of Appointment of Members for the Sierra Sands SELPA Community Advisory Council for 2013/14

---

BACKGROUND INFORMATION: California Education Code Sections 56190-56194 and 56205 (a)(12)(c) and the SELPA Local Plan set the requirements for the LEA's Special Education Local Plan Agency (SELPA) in the establishment of a Community Advisory Council (CAC). The council advises the district and the SELPA regarding the development, amendment, and review of the local plan and it recommends annual priorities to be addressed by the plan. The council also assists in parent education, assists in plan implementation, encourages community involvement in development of the local plan, and supports legislation and other activities on behalf of individuals with exceptional needs.

Members of the CAC are to be appointed by and are responsible to the Board of Education. The Executive Director of the SELPA submits the names of the nominees to the Superintendent for appointment by the Board of Education. A maximum of fifteen members are appointed by the Board of Education as voting members on an annual basis. At least a majority of the appointed members are parents of individuals with exceptional needs.

CURRENT CONSIDERATIONS: Attached is a list of people who have agreed to serve on the Sierra Sands SELPA Community Advisory Council for 2013/14.

FINANCIAL IMPLICATIONS: There are no financial implications.

SUPERINTENDENT'S RECOMMENDATION: It is recommended that the Board of Education approve the appointment of the members of the CAC for 2013/14 as presented.

12. CONSENT CALENDAR

12.3 Approval of Recommendations for Expulsion, Expulsion Cases #01 1314, #02 1314, and #03 1314

---

BACKGROUND INFORMATION: Education code requires the board to take final action on recommendations for expulsion.

CURRENT CONSIDERATIONS: Board approval is requested for the following expulsion cases:

Expulsion Case #01 1314 : As stated in a stipulated expulsion agreement, student is expelled for the remainder of the 2013-14 fall semester and the 2013-14 spring semester, suspending the spring semester allowing the student to reapply for admission under a behavior contract in January, 2014. During the period of expulsion, the student will receive home instruction.

Expulsion Case #02 1314: As recommended by an administrative hearing panel, student is expelled for the remainder of the 2013-14 fall semester and the 2013-14 spring semester, suspending the spring semester allowing the student to reapply for admission in January, 2014 under a behavior contract. During the period of expulsion, the student will receive home instruction.

Expulsion Case #03 1314: As stated in a stipulated expulsion agreement, student is expelled for the remainder of the 2013-14 fall semester and the 2013-14 spring semester, suspending the spring semester allowing the student to reapply for admission under a behavior contract in January, 2014. During the period of expulsion, the student is referred to the Ridgecrest Learning Center.

FINANCIAL CONSIDERATIONS: None.

SUPERINTENDENT'S RECOMMENDATION: Approve the recommendation for expulsion, Expulsion Cases #01 1314, #02 1314, and #03 1314 as presented.

12. CONSENT CALENDAR

12.4 Approval of Student Teaching Agreement with Western Governors University

BACKGROUND INFORMATION: The district periodically enters into an agreement with a university to provide teaching experience through practice teaching to students enrolled in teacher training programs.

CURRENT CONSIDERATIONS: A student teaching agreement with Western Governors University is being submitted for approval.

FINANCIAL IMPLICATIONS: None. The district is reimbursed at a flat rate per student, which will cover all services provided.

SUPERINTENDENT'S RECOMMENDATION: It is recommended that the board approve the student teaching agreement with Western Governors University, as presented.