VISION STATEMENT

*We Value* - An organization culture based upon both individual strengths and relationships in which learners flourish in an environment of collaboration, freedom of expression, high expectation and relationships

*We Commit to* - Continually refining our efforts to provide educational equity and high expectations for all students as we prepare them for success in college, career and beyond

*We Believe* - In developing and nurturing all of our students and staff through continuously creating conditions that promote rigor, relevance and relationships through our organization

1. Call to Order/Flag Salute

2. Adoption of Agenda: Special Meeting – October 22, 2018

3. Recognition: Mr. Edward Garcia - Los Angeles County Office of Education Teacher of the Year

4. Presentation: Smarter Balanced Assessment Consortium (SBAC)  
   Presented by: Dr. Allison Garland

5. *Public Comment (Only items listed on the agenda may be discussed at a special board meeting)*
SPECIAL MEETING PUBLIC COMMENT REGARDING AGENDIZED MATTERS ONLY: As provided under Government Code Section 54954.3, this time has been set aside for persons in the audience to provide comment or make inquiries on matters appearing on this Special meeting agenda only. Although no person is required to provide their name and address as a condition to attending a meeting, persons who wish to address the body are asked to state their name and address. Each speaker will be limited to three (3) continuous minutes. Speakers may not lend any portion of their speaking time to other persons or borrow additional time from other persons. All comments or queries presented by a speaker shall be addressed to the body as a whole and not to any specific member thereof. No questions shall be posed to any member of the body except through the presiding official of the meeting, members of the body are under no obligation to respond to questions posed by speakers but may provide brief clarifying responses to any comment made or questions posed. The body may not engage in any sort of prolonged discussion or deliberation with any speaker or group of speakers on matters that are not listed on this Special Meeting agenda.

6. **Discussion and Action Items**

   A. Resolution No. 8(2018-2019) Board to Approve or Deny the T.I.M.E. Community School Petition Pursuant to Education Code Section 47605

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**CONSENT AGENDA**

Items under the Consent Agenda are considered to be routine and may be enacted by one motion. However, Board members or the Superintendent may withdraw items for further discussion and/or separate action. Should any Board member desire to consider any item separately, the Board member should so indicate to the President of the Board of Education under “Consent Agenda.”

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**CONSENT AGENDA**

7. **REPORTS**

   Martinez 3-a Purchase Order Report Summary No. 5(2018-2019 Fiscal Year) - motion to approve and ratify  
   " 3-b Purchase Order Report Summary No. 6(2018-2019 Fiscal Year) - motion to approve and ratify  
   " 3-c Suspensions of Pupils - Report dated September through October 2018-Informational

8. **NEW BUSINESS**

   Elvira Alvarado, Interim Assistant Superintendent, Educational Services

   **Educational Services**
   7-a Ratification of Attendance at Meetings/Workshops/Conferences
   7-b Attendance at Meetings/Workshops/Conferences
   7-c Ratification of Employment of Consultants
   7-d Approval of Employment of Consultants
   7-e Approval of Reimbursement for Parent Vaccination
   7-f Ratification of participation to attend the HOSA Regional Leadership Conferences Field Trip - Applied Technology Center
   7-g Approval of participation to attend East Los Angeles College - Montebello High School
   7-h Ratification of Clear Administrative Services - Credential Induction Program
   7-i Payment for Transportation - Education Code 56040
8. **NEW BUSINESS (continued)**

Elvira Alvarado, Interim Assistant Superintendent, Educational Services

**Educational Services**

7-j Ratification of Agreement - Students with Disabilities in Nonpublic Schools/Residential

7-k Ratification of Agreements - Students with Disabilities in Nonpublic Schools/Residential

7-l Ratification of Tuition - Non-Public-School-Saint Thomas Aquinas School

Anthony J. Martinez, Ph.D., Superintendent of Schools

**Business Services**

8-a Approval to Enter into Agreement with CO-AR Design, Inc. for Architectural and Planning Services for a New Shade Structure at Washington Elementary School

8-b Ratification of Second Annual Renewal Agreement with American Reclamation for Rubbish and Recycling Collection Services

8-c Approval of Agreement - Vavrinek, Trine, Day & Co., LLP.

8-d Acceptance of Completion: Bid No. 24 (17-18) Roof Replacement/Repair/Restoration to the Head Start Buildings at Various Sites

8-e Acceptance of Completion: Bid No. 25 (17-18) HVAC Replacement to the Head Start Buildings at Various Sites

8-f Acceptance of Completion: Bid No. 33 (17-18) Replacement of Playground Asphalt, Grading and Re-Stripe to Bandini Elementary School

8-g Acceptance of Completion: Bid No. 32 (17-18) Replacement of Playground Asphalt, Grading and Re-Stripe to Garfield Elementary School

8-h Acceptance of Completion: Bid No. 31 (17-18) Replacement of Playground Asphalt, Grading and Re-Stripe to Suva Elementary School

8-i Emergency Declaration for the Los Angeles County Office of Education, Resolution No. 7(2018-2019) Award of Contracts Without Bidding and Advertising to Address a Pigeon Infestation and to Abate the Wrestling and Dance Rooms in Building 170 at Bell Gardens High School

8-j Ratification of the First Annual Renewal Agreement with the Solis Group for Project Labor Compliance and Administration (PLA) on all projects meeting the District’s PLA Thresholds

8-k Award of Contract: Bid No. 02 (18-19) Roof Replacement to Suva Intermediate School

8-l Approval to Enter into Agreement with H.D. Nogle & Sons Pumping Service, Inc. for Septic Tank Pumping Services at Bell Gardens Elementary School

8-m Approval to Enter into Agreement with United Paving Company for the Removal of a Tuff Shed and the Installation of a New Kindergarten Pathway at Greenwood Elementary School

8-n Donations
8. **NEW BUSINESS** (continued)

Elvira Alvarado, Interim Assistant Superintendent, Educational Services

9a - Certificated Personnel
- 9a-1 Ratification of Certificated Employment
- 9a-2 Approval of Certificated Employment
- 9a-3 Ratification of Certificated Leaves of Absence
- 9a-4 Ratification of Resignation/Release/Retirement of Certificated Employees
- 9a-5 Ratification of Memorandum of Understanding - Concordia University
- 9a-6 Labor Code Section 132a Claims - Fiscal Year 2018-2019
- 9a-7 Employee Awards and Recognition Ceremony 2018-2019 Fiscal Year
- 9a-8 Ratification of Practicum/Fieldwork Agreement with the University of Southern California (USC)

9b - Classified Personnel
- 9b-1 Ratification of Classified Personnel Employment
- 9b-2 Approval of Classified Personnel Employment
- 9b-3 Resignation/Release/Retirement of Classified Personnel
- 9b-4 Ratification of Non-Classified Personnel Employment
- 9b-5 Approval of Non-Classified Personnel Employment
- 9b-6 Classified Personnel Leaves of Absence

9. Revision of Board Bylaw No. 9270 - “Conflict of Interest and Disclosure Code” for Montebello Unified School District (First Reading)

10. Superintendent’s Reports

11. Board of Education Members – Reports or individual member items for discussion, research or future agendas

12. Public Comment on Closed Session Agenda Items

13. Recess to Closed Session

Motion: ________________; Second: ________________; ______ p.m.

**Closed Session Agenda:**

a) Closed Session pursuant to Government Code §54956.9(d)(1) – Conference with Legal Counsel – Existing Litigation

- TC6502472 v. MUSD (Claim No. MONS-007595)
- PN4225465 v. MUSD (Claim No. MONX-008441)
- BS3839008 v. MUSD (Claim No. MOTB-009366)
- XW6202084 v. MUSD (Claim No. MONP-006391)
- PERB Unfair Practice Charge No. LA-CE-6360-E
- Compromise and Release Agreement: 131580 v. MUSD, (OAH Case No. 2018060037)

14. Report Out - Closed Session
ADJOURNMENT - To next regular meeting scheduled Thursday evening,
November 1, 2018, at 6:00 p.m. (open session)

Motion: ________________; Second: ________________; _____ p.m.
MEMORANDUM
October 18, 2018

TO: Board of Education

FROM: Anthony J. Martinez, Ph.D., Superintendent of Schools

SUBJECT: Revision of Board Bylaw No. 9270 – “Conflict of Interest and Disclosure Code” for Montebello Unified School District

The District has been working with the County of Los Angeles to ensure that the Districts Conflict of Interest and Disclosure Code is up to date. The Codes and positions have been revised. The revisions are attached.

I recommend adoption of the following motion:

That the Board of Education consider the attached revisions of Board Bylaw No. 9270 - Conflict of Interest and Disclosure Code for Montebello Unified School District in anticipation of final approval.

Approved for presentation to the
Board of Education: November 1, 2018

[Signature]

Anthony J. Martinez, Ph.D.
Superintendent of Schools
Secretary to the Board of Education
Conflict of Interest Code
of the
MONTEBELLO UNIFIED SCHOOL DISTRICT

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Board Members, Superintendent of Schools, and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency’s conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).
MONTEBELLO UNIFIED SCHOOL DISTRICT

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income (including gifts, loans and travel payments) and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts, loans and travel payments) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

CATEGORY 5

Persons in this category shall disclose all income (including gifts, loans and travel payments) from, investments in, and business positions with any district employee, any agent or employee association representing any such employee, and business positions with, investments in or income (including gifts, loans and travel payments) from any entity owned or controlled by such employee or any such employee’s spouse or other financial dependent.
### Designated Positions

<table>
<thead>
<tr>
<th>Position</th>
<th>Disclosure Categories</th>
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<tbody>
<tr>
<td>Members of the Board of Education</td>
<td>1, 2, 3</td>
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<tr>
<td>Superintendent of Schools</td>
<td>1, 2, 3</td>
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<tr>
<td>Chief Business Officer</td>
<td>1, 2, 3</td>
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<tr>
<td>Director of Fiscal Services</td>
<td>4</td>
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<tr>
<td>Director of Procurement and Logistics</td>
<td>1, 4</td>
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<tr>
<td>Personnel Commission Members</td>
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<tr>
<td>Assistant Superintendent, Human Resources</td>
<td>2, 3</td>
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<tr>
<td>Assistant Superintendent, Instructional Services</td>
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<tr>
<td>Assistant Superintendent, Educational Services</td>
<td>2, 3</td>
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<tr>
<td>Director, Elementary Education</td>
<td></td>
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<tr>
<td>Director, Secondary Education</td>
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<td>Director, Instructional Services</td>
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<tr>
<td>Chief Information Technology-Officer</td>
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<td>Director of Educational Services</td>
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<tr>
<td>Director of Federal &amp; State Programs</td>
<td>4</td>
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<tr>
<td>Director of Maintenance, Operations &amp; Facilities</td>
<td>1, 4</td>
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<tr>
<td>Director of Maintenance, Operations &amp; Facilities</td>
<td>1, 4</td>
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<tr>
<td>Client Support Manager</td>
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<td>Director of Nutrition Services</td>
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<td>Director of Special Education</td>
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<tr>
<td>Director of Adult Education &amp; Support Services</td>
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<tr>
<td>Director, Pupil &amp; Community Services</td>
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<td>Director, Administrative Services</td>
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<td>Director of Student Services</td>
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<td>Director of Head Start Office</td>
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<td>Chief of Police</td>
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<td>Director, Certificated Personnel</td>
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<td>Director of Certificated Human Resources</td>
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<tr>
<td>Director of Classified Human Resources</td>
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<td>Operations Manager</td>
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<td>Facilities Project Manager</td>
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<td>Maintenance Manager</td>
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<td>Payroll &amp; Benefits Manager</td>
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<td>Transportation Manager</td>
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<td>Budget Manager</td>
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<td>Citizens’ Bond Oversight Committee Members</td>
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<td>Administrator on Special Assignment</td>
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<td>Principals</td>
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<td>Senior Network Engineer</td>
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<td>Facilities Project Coordinator</td>
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<tr>
<td>Hazardous Materials Coordinator</td>
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<tr>
<td>Consultant/New Position*</td>
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</tbody>
</table>
* Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The Superintendent of Schools or his or her designee may determine in writing that a particular consultant or new position, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with disclosure requirements in this section. Such written determination shall include a description of the consultant’s or new position’s duties and, based upon that description, a statement of the extent of disclosure requirements. The Superintendent of Schools or his or her designee’s determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

Under “Officials Who Manage Public Investments” The respective position of Controller that was under this heading will be converted to a Designate Position filer within Exhibit “B” and assigned an appropriate disclosure category.

Bylaw adopted: May 17, 2001
Bylaw revised: September 18, 2007
Bylaw revised: November 6, 2014
Bylaw revised: February 1, 2018
Bylaw revised: November 1, 2018

MONTEBELLO UNIFIED SCHOOL DISTRICT
Montebello, California