MONTEBELLO UNIFIED SCHOOL DISTRICT
REGULAR BOARD OF EDUCATION MEETING
BOARD ROOM
123 SOUTH MONTEBELLO BOULEVARD
MONTEBELLO, CALIFORNIA

JANUARY 18, 2018
5:00 P.M.

Board of Education
Ms. Joanna Flores, President
Mr. Benjamin Cárdenas, Vice President
Dr. Lani Cupchoy, Clerk
Mr. Hector A. Chacon, Member
Mr. Edgar Cisneros, Member

Executive Cabinet
Dr. Anthony J. Martinez, Interim Superintendent of Schools
Dr. Angel E. Gallardo, Assistant Superintendent, Human Resources
Ms. Marlene M. Pitchford, Director, Classified Human Resources
Dr. Anthony J. Martinez, Assistant Superintendent, Instructional Services

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. Public Comment on Closed Session
3. 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

- RF0092247 v. MUSD (Claim No. MONY-008887)
- AQ8687280 v. MUSD (Claim No. MONZ-009195)
- FR0206752 v. MUSD (Claim No. MONY-008730)
- YC9701302 v. MUSD (Claim No. MONY-008901)
- WE6617360 v. MUSD (Claim No. MONY-008758)
- RY0207859 v. MUSD (Claim No. MONV-008032)
- Compromise and Settlement Agreement: 125596 v. MUSD, OAH Case No. 2017-09-0923
- Compromise and Settlement Agreement: 125284 v. MUSD, OAH Case No. 2017-09-1005
- Compromise and Settlement Agreement: 139758 v. MUSD, OAH Case No. 2017-11-0674
- Compromise and Settlement Agreement: 150871 v. MUSD, OAH Case No. 2017-10-1190
- Compromise and Settlement Agreement: 151160 v. MUSD, OAH Case No. 2017-09-0097

b) Closed Session pursuant to Government Code §54957(b)(1) – Personnel Matters

Public Employee Employment/Appointment
Title: Superintendent of Schools

c) Closed Session under Government Code §54957.6 – Conference with Labor Negotiators

Agency Designated Representative: Rick R. Olivarez
Unrepresented Employee: Superintendent of Schools

d) Closed Session under Govt. Code §54957.6 – Conference with Labor Negotiators

Agency Designated Representative: Angel E. Gallardo
Employee Organizations: Montebello Teachers Association
California School Employees Association
All Unrepresented Employees
d) Closed Session under Govt. Code §54957.6 – Conference with Labor Negotiators (continued)

Agency Designated Representative: Marlene Pitchford
Employee Organizations: California School Employees Association
Montebello Unified School District Police Officers Association

6:00 P.M.

4. Call to Order/Flag Salute

5. Report Out - Closed Session

6. Approval of Minutes
   1-a Minutes, Regular Meeting, December 21, 2017 (Dist. January 16, 2018)

7. Adoption of Agenda: Regular Meeting – January 18, 2018

8. Student Board Members - Reports or individual member items for discussion, research or future agendas
   Sofia Carmona, Schurr High School
   Selina Duran, Montebello High School
   Omar Perez, Bell Gardens High School
   Emilio Rochin, Applied Technology Center
   Estevan Arce, Vail High School

9. Presentation: English Learners – Annual Update
   Presented by: Norma Velasco-Aceves, Administrator on Special Assignment

10. MUSD GS Bond Update

11. School Service Organizations: Discussion
    MCPTA - Lisa Uyematsu, President
    DAC – Estela Ulloa, Chair
    DELAC – Martha Cabral, Chair
    HSPC - Elpidio Beltran, President
    CAC - Lorena De La Torre, Chair

12. Employee Organizations: Discussion
    CSEA - Lloyd Garrison, President
    MUSD POA - David Park, President
    AMSA – Cecilia Ramirez, President
    MTA - Doug Patzkowski, President
13. *Public Comment

*Public Comment
The Board President will recognize individuals in the audience who wish to speak to the Board of Education. The Laws and Policies governing Board of Education meetings will be observed with respect to all such presentations.

Prior to the beginning of the Board Meeting, those persons wishing to speak on items within the subject matter jurisdiction of this Board of Education are requested to register with the Board Secretary (Superintendent) by filling out the “Speaker Request Card” located at the rear of the Board Room. There is a three-minute time limit and the rules when addressing the Board of Education are outlined on the Speaker Request Card.

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.”

14. REPORTS
Martinez 3-a Purchase Order Report Summary No. 9(2017-2018) - motion to accept
 " 3-b Warrant Report #5 (2017-2018) – motion to approve
 " 3-c Record of Collections No. 5(2017-2018) – motion to accept
 " 3-d Report of Revolving Cash Fund No. 1(2017-2018) – action to ratify

15. NEW BUSINESS
Anthony J. Martinez, Ph.D., Interim Superintendent of Schools
5-a Resolution No. 24(2017-2018)
5-b Resolution No. 25(2017-2018) A resolution of the Board of Education of the Montebello Unified School District to Support Students with Dyslexia

Anthony J. Martinez, Ph.D., Assistant Superintendent – Instructional Services
7-a Attendance at Meetings/Workshops/Conferences
7-b Employment of Consultants
7-c Public Hearing – 6:30 p.m. - Review The Discovery Charter School – Montebello Petition Pursuant To Education Code Section 47605(b)
7-d Approval of Agreement – UCLA Graduate School of Education & Information Studies – Center X Science
7-e Los Angeles County Spelling Bee (Grades 4-6)
7-f Approval of Overnight/Out-of-State Special Study Trip – Applied Technology Center
7-g Approval of Overnight/Out-of-State Special Study Trip – Rosewood Park School
7-h Sale or Disposal of District-Owned Instructional Materials
7-i Approval of Agreement with Rosetta Stone
15. **NEW BUSINESS** (continued)

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

   **Business Services**

   8-a  Audited Financial Statements and Other Financial Information – Year Ended June 30, 2017

   8-b  Emergency Declaration for the Los Angeles County Office of Education, Resolution No. 23(2017-2018) for the HVAC Controls at Bandini Elementary School

   8-c  Approval to Enter into Agreement with CSM Consulting, Inc. for E-Rate Consulting Services

   8-d  Approval to Enter into Agreement with Alhambra Unified School District

   8-e  Approval to Enter into an Agreement with Millennium Courier Service

   **Angel E. Gallardo, Ed.D., Assistant Superintendent, Human Resources**

   9-a - Certificated Personnel

   9-a-1  Certificated Employment

   9-a-2  Certificated Leaves of Absence

   9-a-3  Resignation/Release/Retirement of Certificated Employee

   **Angel E. Gallardo, Ed.D., Assistant Superintendent, Human Resources**

   9-b - Classified Personnel – Marlene M. Pitchford, Director

   9-b-1  Classified Personnel Employment

   9-b-2  Resignation/Release/Retirement of Classified Personnel

   9-b-3  Non-Classified Personnel Employment

   9-b-4  Classified Personnel Leaves of Absence

   9-b-5  2nd Public Notice – Initial Contract Proposal from the Montebello Unified School District for Negotiation with the Montebello Unified School District Police Officers Association for the 2017-2018 School Year

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

17. Interim Superintendent’s Reports

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

19. Recess to Closed Session

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- Compromise and Settlement Agreement: 151160 v. MUSD, OAH Case No. 2017-09-0097

- Yalia Zhang v. Montebello Unified School District
  (Los Angeles Superior Court Case No. VC066026)

- Charles Pell v. Alberto Perez (Los Angeles Superior Court Case No. BC643980)

- Susanna Contreras-Smith & Cleve Pell v. Montebello Unified School District
  (Los Angeles Superior Court Case No. BC 666775)

- Montebello Unified School District v. County of Los Angeles et al.
  (Los Angeles Superior Court Case No. BS 127286)

  (San Francisco Superior Court Case No. CPF15-514477)

b) Closed Session pursuant to Government Code §54957(b)(1) – Personnel Matters

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All Unrepresented Employees
d) Closed Session under Govt. Code §54957.6 – Conference with Labor Negotiators (continued)

   Agency Designated Representative: Marlene Pitchford
   Employee Organizations: California School Employees Association
                           Montebello Unified School District Police Officers Association

20. Report Out - Closed Session

**ADJOURNMENT** - To next regular meeting scheduled Thursday evening,
February 1, 2018, at 6:00 p.m. (open session)

   Motion: ___________________; Second: ___________________; _____ p.m.
MEMORANDUM
January 12, 2018

TO: Board of Education

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


The District has been working with the County of Los Angeles to ensure that the District's Conflict of Interest and Disclosure Code is up to date. The Code had not been updated since November 2014 and many positions have been added, eliminated or duties revised. The updated code is attached.

I recommend adoption of the following motion:

That the Board of Education approve the attached revision of Board Bylaw No 9270 – Conflict of Interest and Disclosure Code for Montebello Unified School District for final approval.

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

Anthony J. Martinez, Ph.D.
Interim 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 the Superintendent of Education, 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.
CATEGORY 6

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the Superintendent of Schools or his or her designee of the agency. (See footnote for clarification.)
## Monrovia Unified School District

### Exhibit "B" "A"

<table>
<thead>
<tr>
<th>Designated Positions</th>
<th>Disclosure Categories</th>
</tr>
</thead>
<tbody>
<tr>
<td>Member, Board of Education</td>
<td>1, 2, 3</td>
</tr>
<tr>
<td>Superintendent of Schools</td>
<td>1, 2, 3</td>
</tr>
<tr>
<td>Chief Business Officer</td>
<td>1, 2, 3</td>
</tr>
<tr>
<td>Director, Fiscal Services</td>
<td>1, 2, 3</td>
</tr>
<tr>
<td>Superintendent of Education</td>
<td>1, 2, 3</td>
</tr>
<tr>
<td>Deputy Superintendent</td>
<td>1, 2, 3</td>
</tr>
<tr>
<td>Associate Superintendent</td>
<td>1, 2, 3</td>
</tr>
<tr>
<td>Assistant Superintendent, Facilities; Maintenance and Operations</td>
<td>1, 2, 3</td>
</tr>
<tr>
<td>Controller</td>
<td>1, 2, 3</td>
</tr>
<tr>
<td>Assistant Superintendent, Business Services</td>
<td>1, 2, 3</td>
</tr>
<tr>
<td>Director of Facilities Development</td>
<td>1, 2, 3</td>
</tr>
<tr>
<td>Director of Procurement and Logistics</td>
<td>1, 2, 3</td>
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<tr>
<td>Personnel Commission Members</td>
<td>— 5</td>
</tr>
<tr>
<td>Assistant Superintendent, Human Resources</td>
<td>4, 2, 3</td>
</tr>
<tr>
<td>Assistant Superintendent, Instructional Services</td>
<td>— 4</td>
</tr>
<tr>
<td>Assistant Superintendent, Pupil and Community Services</td>
<td>— 4</td>
</tr>
<tr>
<td>Director, Curriculum &amp; Instruction</td>
<td>— 4</td>
</tr>
<tr>
<td>Elementary Education</td>
<td></td>
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<tr>
<td>Director, Secondary Education</td>
<td></td>
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<tr>
<td>Director of Federal &amp; State Projects</td>
<td>— 4</td>
</tr>
<tr>
<td>Director, Instructional Services</td>
<td>— 4</td>
</tr>
</tbody>
</table>
Designated Positions

Director of Information Systems
Chief Information Technology Officer
Director of Maintenance, and Operations & Facilities Development
Client Support Manager
Director of Nutrition Services

--- MONTEBELLO UNIFIED SCHOOL DISTRICT ---
--- EXHIBIT "B" (Continued) ---

Designated Positions

Director of Risk Management

Director, Special Education
Director, Adult Education & Support Services
Director, Pupil & Community Services
Director, Administrative Services
Director, Head Start
Chief of Police
Director, Certificated Personnel
Director, Classified Human Resources
Operations Manager
Facilities Project Manager
Maintenance Manager
Payroll & Benefits Manager
Director of Transportation Manager
Budget Manager
Sourcing & Contracting Manager

Senior Buyer—

Citizens’ Bond Oversight Committee Members

Consultants/New Positions*
* 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 Designated Position filler 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

MONTEBELLO UNIFIED SCHOOL DISTRICT
Montebello, California