

**GOVERNING BOARD  
 HESPERIA UNIFIED SCHOOL DISTRICT  
 Agenda  
 Regular Meeting, July 23, 2007  
 Sultana High School**

*Reasonable Accommodation for any Individual with a Disability: In compliance with the Americans with Disabilities Act, any individual with a disability who requires reasonable accommodation in order to participate in the public meetings of the district's governing board may request assistance by contacting superintendent's office, (760) 244-4411 x7201.*

**3:30 P.M. — CALL TO ORDER**

- 1. ROLL CALL**
- 2. HEARING FROM THE AUDIENCE**

This is the time and place for the general public to address the School Board on any closed session item. State law prohibits the School Board from addressing any issue not previously included on the Agenda. The School Board may receive testimony and set the matter for a subsequent meeting. Please limit comments to five minutes per individual.

Please see the procedures under item #12.6 below.

- 3. CLOSED SESSION — Pursuant to Government Code Section 54957, the Board may adjourn to Closed Session at any time during the meeting to discuss staff/student personnel matters, negotiations, litigation, and/or the acquisition of land or facilities. The Board will adjourn to Closed Session in the Board Conference Room to discuss the following closed session items:**

1. CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION  
 Significant exposure to litigation pursuant to Subdivision B of Section 54956.9(1)  
 Potential Cases: 1
2. PUBLIC EMPLOYEE APPOINTMENT
 

Administrators	Teachers	Bilingual Assistants
Library Media Spec.	Campus Assistants	Proctors
Spec. Ed. Assistants	Computer Lrng Spec.	School Admin Secty
Food Service Workers	Auto Mechanic	Custodian
Student Body Bookkeepers	School Secretaries	Health Service Tech.
Counselor		
3. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
  - a. Superintendent Evaluation & Contract
4. EMPLOYEE RESIGNATION/RETIREMENT
5. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE/  
 REASSIGNMENT/TRANSFER

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6. CONFERENCE WITH LABOR NEGOTIATOR
    - a. Agency Negotiator: Mark McKinney
    - b. Employee Organizations: Hesperia Teachers Association  
Hesperia CSEA Chapter #684 A & B
  7. PUPIL PERSONNEL
4. **4:30 P.M. - RECONVENE IN OPEN SESSION TO THE HESPERIA INSTITUTE FOR ExCEL BOARD OF DIRECTORS' MEETING** — The tentative time to begin Open Session is 4:30 p.m.; however, this could be delayed due to the length of time necessary to discuss issues in Closed Session.
5. **5:30 P.M. - ADJOURN HESPERIA INSTITUTE FOR EXCEL BOARD OF DIRECTORS' MEETING AND RECONVENE TO THE HESPERIA UNIFIED SCHOOL DISTRICT GOVERNING BOARD MEETING**
6. **ADJOURN TO CLOSED SESSION** — Pursuant to Government Code Section 54957, the Hesperia Unified School District Governing Board may adjourn to Closed Session at any time during the meeting to discuss staff/student personnel matters, negotiations, litigation, and/or the acquisition of land or facilities. The Board will adjourn to Closed Session in the Board Conference Room to discuss the following closed session items:
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    - a. Superintendent Evaluation & Contract
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    - a. Agency Negotiator: Mark McKinney
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7. **6:00 P.M. - RECONVENE IN OPEN SESSION** — The tentative time to begin Open Session is 6:00 p.m.; however, this could be delayed due to the length of time necessary to discuss issues in Closed Session.
8. **PLEDGE OF ALLEGIANCE**
9. **REPORTING OUT OF CLOSED SESSION ACTION** — At this time the President will report out action taken in Closed Session and the votes of the Board.
10. **APPROVAL OF AGENDA** — The Board may approve the Agenda as is or pull items from the Consent Agenda for discussion and/or action.
11. **APPROVAL OF MINUTES** — These are the minutes of the May 16, 2007 Regular Meeting; June 11, 2007 Regular Meeting; June 19, 2007 Special Board Meeting and July 14, 2007 Financial Workshop.
12. **SPECIAL REPORTS** **PAGE 1**  
**PAGE**  
**100**
  - 12.1 Presentation on Campus Security — David McLaughlin, Director, I.T., will give a presentation on campus security.
  - 12.2 Guest Teacher Update — Mark McKinney, Asst. Superintendent/Personnel Services will give a Guest Teacher update.
  - 12.3 Report on Classified Institutional Audit — Karen Kelly, Director of Personnel, will give a report on the Classified Institutional Audit.
  - 12.4 Superintendent's Report — The Superintendent will report on topics not on the agenda, report on committees, school visitations, recognition or other activities.
  - 12.5 Board Member's Report — Individual Board members may wish to share information about topics not on the agenda, report on committees, school visitations or other activities.
  - 12.6 Hearing from the Audience

This is the time and place for the general public to address the School Board on any matter within the jurisdiction of the Board. State law prohibits the School Board from addressing any issue not previously included on the Agenda. The School Board may receive testimony and set the matter for a subsequent meeting. Please limit comments to five minutes per individual.

The Board respects the right of members of the public to speak to the Board regarding matters on the agenda and other matters within the jurisdiction of the Board. Derogatory comments made at a Board meeting, which are repeated outside the context of a Board meeting, may be actionable as defamation.

In addition, the Board wishes to make clear that it is bound by the limitations set forth in Government Code Section 54957, which states that when specific complaints or charges are to be made against a District employee, such employee has the right to have such complaints heard in closed session and to be given

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prior notice that such complaints will be heard by the Board. Therefore, members of the public who wish to lodge complaints against District employees are reminded that the Board cannot properly consider such complaints without giving prior notice to the named employee.

The Board also would like to remind anyone who wishes to lodge a complaint against a District employee that there is an existing Board adopted Policy in effect specifically for this purpose. This policy contains a comprehensive procedure for reviewing and investigating public complaints, which includes a right of appeal to the Board.

This process provides a much more thorough opportunity for the complainant and the employee to be heard and the merits of the complaint to be properly investigated.

Anyone who wishes to receive a copy of this Policy may contact the Superintendent's office.

Bylaw 9323(c) states that a person wishing to be heard by the Board shall first be recognized by the President and shall then proceed to comment as briefly as the subject permits. Individual speakers shall be allowed five minutes to address the Board on each agenda or nonagenda item. The Board shall limit the total time for public input on each item to 20 minutes. With Board consent, the President may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. The President may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add. We have now incorporated the use of Speaker's Cards into our procedures for addressing the Board. If you wish to address the Board and have not completed a Speaker's Card, please obtain one from Mrs. Gomez, Recording Secretary.

**13. ACTION**

- 13.1 APPROVAL OF PERSONNEL REPORT — This deals with employment matters of Certificated, Management and Classified employees. **PAGE 101**
- 13.2 APPROVAL OF PUPIL PERSONNEL REPORT — This is the expulsion of students or students requesting admission to the District. **PAGE 102**
- 13.3 APPROVAL OF WAIVER OF PERFORMANCE BOND FOR LAIDLAW EDUCATION SERVICES — This is to approve the waiver of Performance Bond for Laidlaw Education Services. **PAGE 103**

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- 13.4 APPROVAL OF PROVISIONAL INTERNSHIP PERMIT (PIP) FOR JOSHUA LANGE — This is to approve a Provisional Internship Permit (PIP) for Joshua Lange for the period July 1, 2007 to June 30, 2008. His assignment would be Foundational Level Math Teacher, Grades 9-12, Sultana High School. **PAGE 107**
- 13.5 APPROVAL OF PROVISIONAL INTERNSHIP PERMIT (PIP) FOR DIANA TURNER — This is to approve a Provisional Internship Permit (PIP) for Diana Turner for the period July 1, 2007 to June 30, 2008. Her assignment would be Success Teacher, Grades 9-12, Desert Trails High School. **PAGE 109**
- 13.6 APPROVAL OF PROVISIONAL INTERNSHIP PERMIT (PIP) FOR AMANDA POWELL — This is to approve a Provisional Internship Permit (PIP) for Amanda Powell for the period July 1, 2007 to June 30, 2008. Her assignment would be Biology Teacher, Grades 9-12, Hesperia High School. **PAGE 111**
- 13.7 APPROVAL OF PROVISIONAL INTERNSHIP PERMIT (PIP) FOR MICHELLE RODRIGUEZ — This is to approve a Provisional Internship Permit (PIP) for Michelle Rodriguez for the period June 5, 2007 to June 4, 2008. Her assignment would be Foundational Level Math Teacher, Grades 9-12, Hesperia High School. **PAGE 113**  
*Hesperia Unified School District Board of Trustees*  
*Acting as the Legislative Body of Community Facilities District Nos. 2004-1, 2006-2 and 2006-5*
- 13.8. ADOPTION OF RESOLUTION NO. 2007/08-20 FOR SPECIAL TAX LEVY FOR COMMUNITY FACILITIES DISTRICTS 2004-1, 2006-2 AND 2006-5 — This is to adopt Resolution No. 2007/08-20 approving the 2007-2008 special tax levy within CFD Nos. 2004-1, 2006-2 and 2006-5, in accordance with the recommendation of the School District's Special Tax Consultant, Dolinka Group, Inc. **PAGE 115**
- 13.9 DISCUSSION/ACTION – ASSISTANT SUPERINTENDENT, CURRICULUM/SECONDARY — Board Member Black requested that this item be placed on the agenda. The Board will discuss and may take action on the Assistant Superintendent, Curriculum/Secondary. **PAGE 147**
- 13.10 DISCUSSION/ACTION – BOARD MINI WORKSHOP TO REVIEW DISTRICT GOALS, CORE VALUES, AND VISION STATEMENT — Vice President Kirk requested that this item be placed on the agenda. The Board will discuss and may take action on scheduling a future mini workshop to review the District Goals, Core Values, and Vision Statement. **PAGE 148**
- 13.11 DISCUSSION/ACTION – SIX MONTH EVALUATION OF WAGNER & PELAYES LAW FIRM — Board Member Lee Rogers requested that this item be placed on the agenda. On January 22, 2007, the Board approved retaining the law firm of Wagner & Pelayes for a period not to exceed 6 months followed by re-evaluation. The Board will discuss and may take action. **PAGE 149**
- 13.12 DISCUSSION/ACTION – TRANSFER BOARD POLICY REVIEW TO WAGNER & PELAYES LAW FIRM — Vice President Kirk requested that this item be placed on the agenda. The Board will discuss and may take action on transferring all Board policy review responsibilities to Wagner & Pelayes Law Firm. **PAGE 150**

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- 13.13 DISCUSSION/ACTION – CONSTRUCTION MANAGEMENT AND PROJECT MANAGEMENT SERVICES FOR OAK HILLS HIGH SCHOOL — The Board will discuss and take action per Legal Counsel's advice on July 14, 2007, to approve having staff oversee the Oak Hills High School Project and authorize staff to work with legal counsel for future construction management services and project management services. **PAGE 151**
- 13.14 CONSENT AGENDA — It is recommended that the Board of Trustees consider approving a number of Agenda items as a Consent list. Consent items are routine in nature, and can be enacted in one motion without further discussion. **PAGE 154**
- 13.14.1 Approval of Warrant Register Report No. 07/08-1 — These are various routine warrants that have been requested to pay for purchase orders and various expenditures. The Board is requested to approve batches 2858 through 3078. **PAGE 155**
- 13.14.2 Approval of Conference Report No. 07/08-1 — These are various conferences and workshops that employees have asked to attend that need prior approval by the Board. **PAGE 244**
- 13.14.3 Approval of Audit Contract — This is to approve the contract for auditing with Vavrinek, Trine, Day & Co., LLP, Certified Public Accountants, beginning July 1, 2007 and ending June 30, 2010. **PAGE 248**
- 13.14.4 Approval of Surplus Property — This is to declare as surplus certain items of District property with an estimated value under \$2,500.00 with the exception of the listed vehicles which will be sold under sealed bid. The Board is asked to authorize Carmen Becker, Don Creason, Dick Gary and/or Dennis Ebert to dispose of said items in an appropriate manner in accordance with E.C. 17545-17555. **PAGE 260**
- 13.14.5 Approval of Master Off-Campus Activities List for 2007-2008 — This is to approve the master Educational Study Trips/Activities list for 2007-2008. **PAGE 263**
- 13.14.6 Approval of 2007/2008 ROP Master Contract — Approval of the 2007/2008 ROP Master Contract will enable the staff to continue offering this valuable service to our students and their parents. **PAGE 277**

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| 13.14.7  | <u>Approval of 2007/08 List of Charter Bus Companies</u> — This is to approve Alta Loma Charter, Antelope Valley Bus Co., Corporate Coach Charter, Ebmeyer Charter, H&L Charter, Hot Dogger Tours, Laidlaw Transit, Roesch Lines, Santa Barbara Transportation and Shalimar Tours and Charter as contracted public carriers to transport students to and from field trips, off-campus activities and athletic events, as needed.  | <b>PAGE<br/>282</b> |
| 13.14.8  | <u>Approval of Contract Between en Vision Consulting Group and the Hesperia Unified School District</u> — This is to approve the contract between en Vision Consulting Group and the District to provide services to complete the School Accountability Report Card for three years including 2007-08, 2008-09 and 2009-10.   | <b>PAGE<br/>296</b> |
| 13.14.9  | <u>Acceptance of the Summary and Disposition of the Williams' Uniform Complaints for the Quarter Ending June 29, 2007</u> — This is to accept the Williams' Settlement Uniform Complaints Quarterly Report for the quarter ending June 29, 2007.  | <b>PAGE<br/>306</b> |
| 13.14.10 | <u>Approval of 2007/08 CSBA Membership Dues</u> — This is to approve the renewal of California School Boards Association Membership dues of \$11,160.00 for 2007/08.  | <b>PAGE<br/>309</b> |
| 13.14.11 | <u>Approval of San Bernardino County School Boards Association (SBCSBA) Membership Dues for 2007-2008</u> — This is to approve the renewal of membership dues for the San Bernardino County School Boards Association of \$100.00 for 2007-2008.  | <b>PAGE<br/>311</b> |
| 13.14.12 | <u>Second Reading and Adoption of Proposed Board Policies &amp; Administrative Regulations Section 2000 – Administration</u> — This is to adopt the following: Revised BP 2000 – Concepts & Roles; Delete Existing BP 2100(a-b) – Administrative Staff Organization; Revised BP 2110 – Superintendent Responsibilities & Duties; Revised BP 2111(a-b) – Superintendent Governance Standards; Revised BP 2120(a-c) – Superintendent Recruitment & Selection; Revised BP 2121(a-b) – Superintendent's & Other Senior Manager's Employment Contracts; Proposed BP 2122 – Superintendent's Job Description; Proposed BP 2140(a-b) – Evaluation of the | <b>PAGE<br/>314</b> |

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- Superintendent; Revised BP 2210 – Administrative Leeway In Absence of Board Policy; Proposed BP 2220 – Administrative Staff Organization; Revised BP 2230 – Representative & Deliberative Groups; Delete Existing BP 2250 - Administrator Vacation; Revised BP 2300 – Conflict of Interest Code: Designated Personnel.
- 13.14.13 Adoption of Resolution No. 2007/08-19 Resolution to the Hesperia High School Scorpions Softball Team — This is to adopt Resolution No. 2007/08-19 congratulating the Hesperia High School Scorpions Softball Team as Girls' Softball Division 5 – 2007 Champions. **PAGE 344**
- 13.14.14 Creation of Two New Special Education Assistant Positions — This is to approve the creation of two Special Education Assistants for Cedar Middle School with a work year of 10 months, 181 days, 6.00 hours daily, funding from Special Education funds. **PAGE 346**
- 13.14.15 Addition of Hours to an Existing Classified Position — This is to approve the addition of 3.00 hours to a current 3.5 hour Preschool Bilingual Assistant position based at Cottonwood Elementary with a current work year of 10 months, 181 days, funding from First Five Grant Fund. **PAGE 348**
- 13.14.16 Creation of Bilingual Assistant Position — This is to approve the creation of a new Bilingual Assistant position for Eucalyptus Elementary with a work year of 10 months, 181 days, 3.5 hours daily, funding from EIA. **PAGE 350**
- 13.14.17 Creation of New Classified Position — This is to approve the creation of a new Campus Assistant position to be based at Hesperia High School with a work year of 10 months, 181 days, 8.00 hours daily, funding from General Funds. **PAGE 352**
- 13.14.18 Creation of an Assistant Director Position/Classified Management — This is to approve the creation of an Assistant Director of Purchasing position and job description and not fill the vacant Assistant Buyer position to help minimize the fiscal impact of creating the Assistant Director position. Funding from General Funds. **PAGE 354**
- 13.14.19 Decrease of Hours to an Existing Classified Position — This is to approve a decrease in hours to a current Health Service Technician position by one hour. The position would remain on 10.5 months, 200 days. **PAGE 362**

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- 13.14.20 Addition of Hours to an Existing Classified Position — This is to approve the addition of 2.5 hours to an existing 4.5 hour Preschool Instructor position based at Cottonwood Elementary with a work year of 10 months, 182 days, funding from First Five Grant. **PAGE 364**
- 13.14.21 Addition of Hours to an Existing Classified Position — This is to approve the addition of 4.25 hours to an existing 3.75 hour Registrar position based at Hesperia High School with a current work year of 10.5 months, 205 days, funding from General Funds. **PAGE 366**
- 13.14.22 Revision to a Previous Job Creation Request — This is to request a change of position from a previously approved Department/Program Administrative Secretary position for Student Services/First Five Preschool Program to a Senior Clerk Typist with a work year of 10.5 months, 205 days, 3.75 hours daily, funding from First Five Grant. **PAGE 368**
- 13.14.23 Restructure of Department/Program Secretary Position to Executive Secretary I — This is to approve the restructure of our Language Support Services Department/Program Administrative Secretary to an Executive Secretary I, funding from EIA. **PAGE 370**
- 13.14.24 Creation of Four (4) New Food Service Worker Positions — This is to approve the creation of four (4) new Food Service Worker positions to be based at Cedar Middle School with a work year of 10 months, 185 days, funding from Food Services. **PAGE 372**
- 13.14.25 Approval of Above & Beyond Merit Award — This is to approve a \$500 Above & Beyond Merit Award to Kelli Coleman, Head Coach, Hesperia High School Girls' Softball Team in accordance with Board Policy & Administrative Regulation 4156.2, #4. **PAGE 374**
- 13.14.26 Approval of Mandated Cost Contract — This is to approve the consulting agreement with Centration Management Advisors & Consultants for services related to mandated cost claims, beginning July 1, 2007 and ending June 30, 2008. **PAGE 379**
- 13.14.27 Approval of Annual Contract with School Services of California — This is to approve the consulting agreement with School Services of California, beginning July 1, 2007 and ending June 30, 2008. **PAGE 384**

**\*END OF CONSENT AGENDA\***

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14. **ITEMS FOR FUTURE BOARD MEETINGS** — Board members may request items to be placed on future Board meetings for a report or information. **PAGE 393**
15. **NEXT MEETING DATE** — August 15, 2007 (Facilities Workshop), 4:30 p.m. @ Sultana High School Multipurpose Room (Sultan Hall); August 20, 2007 (Regular Board Meeting) @ Sultana High School Multipurpose Room (Sultan Hall).
16. **CLOSED SESSION** — (IF NECESSARY) - Pursuant to Government Code Section 54957, the Board may adjourn to Closed Session at any time during the meeting to discuss staff/student personnel matters, negotiations, litigation, and/or the acquisition of land or facilities.
17. **RECONVENE IN OPEN SESSION**
18. **REPORTING OUT OF CLOSED SESSION ACTION**
19. **ADJOURNMENT**

DATE POSTED: JULY 19, 2007