



KERN HIGH SCHOOL DISTRICT

5801 Sundale Avenue
Bakersfield, CA 93309-2924
(661) 827-3154 FAX: (661) 827-3301

BOARD OF TRUSTEES

Regular Meeting
November 7, 2011

OFFICIAL MINUTES

PRELIMINARY

Call to Order

The November 7, 2011 Regular Meeting of the Board of Trustees of the Kern High School District was called to order at 6:03 p.m. by Board President Bryan Batey, in Conference Room 'A' of the Administrative and Support Services Office, Kern High School District, 5801 Sundale Avenue, Bakersfield.

Members Present:

Bryan Batey, President
Chad Vegas, Vice President (*Arrived at 7:10 p.m. @ end of Closed Session*)
Martha Miller, Member
William R. Perry, Ed.D., Member

Member(s) Absent:

Mike Williams, Clerk

Administrative Staff Member(s) Present:

Donald E. Carter, Ed.D., Superintendent
Bryon J. Schaefer, Ed.D., Assistant Superintendent, Personnel
Mike Zulfa, Assistant Superintendent, Instruction
Scott Cole, Assistant Superintendent, Business
Rebecca A. Shipley, Administrative Assistant to the Board of Trustees and Superintendent
Gracianne Ashmore, (*Incoming*) Administrative Assistant to the Board of Trustees and Superintendent

Administrative Staff Member(s) Absent:

None

Election of Clerk Pro-Tem

In the absence of Trustee Williams, it was moved by Trustee Perry, seconded by Trustee Miller and carried with a four (4) yes, one (1) absent (Trustee Williams) vote that Trustee Martha Miller be elected Clerk Pro-Tem for this November 7, 2011 Regular Meeting.

Adoption of Agenda For Closed Session

Superintendent Carter announced no changes have been made to the Closed Session Agenda and asked for Board action to adopt. It was moved by Trustee Miller, seconded by Trustee Perry and carried with a four (4) yes, one (1) absent (Trustee Williams) vote that the agenda for Closed Session be adopted as posted.

**Hearing of Citizens
on Closed Session
Agenda**

No requests were submitted to address the Board of Trustees regarding items listed on the Closed Session agenda.

ADJOURNMENT TO CLOSED SESSION

**Adjournment to
Closed Session**

The Board of Trustees adjourned to Closed Session at 6:05 p.m. in Conference Room 'A' for the following agenda items:

Students Expulsions and/or Reinstatements Report

***Public Administrative Employee Appointment:**

- A. Manager, Special Education Department

Conference with Legal Counsel Regarding Anticipated Litigation (Significant exposure to litigation pursuant to Government Code Subdivision (a) of Section 54956.9): One Case

Conference with Agency Labor Negotiator, Bryon J. Schaefer, Ed.D., Regarding Collective Bargaining Agreement(s) with Employee Group(s):

- ✓ Kern High School Teachers Association
- ✓ Kern High School District Management & Confidential Association
California School Employees Association, Chapter #81
Kern High School District Counselors Association
California School Employees Association, Chapter #747
- ✓ Kern High School District Nurses
- ✓ Laborer's International Union of North America, Local 220, Supervisors,
Unit F
- ✓ Laborer's International Union of North America, Local 220, Skilled Trades
Union, Unit D

**Adjournment of
Closed Session**

The Board of Trustees adjourned Closed Session at 7:35 p.m.

RECONVENING IN OPEN SESSION

**Reconvening in
Open Session**

The Board of Trustees reconvened in Open Session at 7:40 p.m. in the Board Room of the Kern High School District Administrative and Support Services Office.

Flag Salute

Jan Graves, Foothill High School teacher, led members of the audience and Trustees in the flag salute.

**Adoption of
Final Agenda**

It was moved by Trustee Vegas, seconded by Trustee Miller and carried with a with a four (4) yes, one (1) absent (Trustee Williams) vote that vote that the Final Agenda be approved with changes as announced by Superintendent Carter.

**Approval of Minutes
from Regular
Meeting of October
3, 2011 and Special
Meetings of October
17, 2011 and October
27, 2011**

It was moved by Trustee Miller, seconded by Trustee Vegas and carried with a with a four (4) yes, one (1) absent (Trustee Williams) vote that the Minutes from the October 3, 2011 Regular Meeting and the Special Meetings of October 17, 2011 and October 27, 2011 be approved as presented.

REPORT FROM CLOSED SESSION

**Closed Session
Report**

In Closed Session, the Board of Trustees approved the following administrative appointments:

Patrick Blake was appointed Manager of the Special Education Department, effective January 3, 2012.

No other action was taken by the Board of Trustees in Closed Session.

**Student Expulsions
and/or Reinstatements
Report**

It was moved by Trustee Vegas, seconded by Trustee Miller and carried with a four (4) yes, one (1) absent (Trustee Williams) vote that the Student Expulsions and/or Reinstatements Report be approved as presented.

COMMUNICATIONS

Communications

No communications were shared with Trustees at the Board meeting. Superintendent Carter reported that all communications received for the Board of Trustees have been forwarded to the Trustees under separate cover or prior to this evening's Board meeting.

SUPERINTENDENT'S REPORT

No Items

Superintendent's Comments on District Activities

**Superintendent's
Comments on
District Activities**

Reception Honoring Retirees

Superintendent Carter announced that the December recognition of recent retirees will take place during the December 5, 2011 Board meeting.

Recognition of Board Administrative Assistant

Board President Batey and Superintendent Carter recognized the career of the Administrative Assistant to the Superintendent and Board of Trustees, Rebecca "Becky" Shipley. Dr. Carter remarked, "This is Becky's last Board meeting and Board President Bryan Batey and I would like to take a few minutes to acknowledge the service of an employee who has meant so much to the Kern High School District for so long.

Since becoming Administrative Assistant to the Superintendent and the Board, Becky has overseen, more than 600 Board meetings, prepared all of the agendas for those meetings, arranged for the setup for those meetings and written the minutes for all of those meetings - over 6,000 pages of Board minutes. Becky's contributions to the District include her direction of 20 Principal Partners' Days, the beginning of the District's Parent Information Packet, the implementation of the Jim Burke Light and Liberty Award, and the organization of the Superintendent's First In Class Awards. Additionally, Becky has guided the arrangements for about 26 Kern Agricultural Foundation banquets as well as numerous special events such as the annual Project BEST awards and groundbreaking ceremonies for every school beginning with Stockdale High, which opened in 1991. Including her five years with the Kern Community College District, Becky's distinguished career includes about 31 years of dedicated service to the cause of public education. She leaves behind a tremendous body of work of which she can be most proud and for which the Kern High School District is most grateful." Board President Batey presented Becky with a plaque in recognition of her dedicated leadership and service to the Board of Trustees.

HEARING OF CITIZENS

Hearing of Citizens

No additional requests to address the Trustees were submitted prior to the Board meeting.

Citizen Request to Address Board of Trustees Regarding Parental Involvement

Citizen, Wesley Crawford, presented a request in writing prior to the Board meeting to add an item on the agenda and address Trustees regarding "Parental Involvement."

Mr. Crawford told Trustees that this was not a new subject, it is a subject that goes all the way back to 1999. "On this particular subject, I have sent the Board at least 18 letters, all of which surround one subject of parent involvement in his child's education." He reported that the problem he is having relates to his son who attends West High School. "The law says that you must send out deficiency notices by a certain date. We email our son's teachers at least once a week. We continue to do what the Board says we should do by having parent meetings. When we set those meetings up, half of the time two of the four teachers show up, but not all of them." Mr. Crawford went on to report on a situation whereby he was led to believe that his son had a "B" grade in one class, but when grades came out, he had an "F". He went on to report that there has to be a "meeting of the minds" between the teacher and the parent. "If that breaks down, we don't know what is going on. The deficiency is the point of view to know what our students are doing, or not doing. At some time there has to be an open door policy."

Trustee Vegas asked about the contract language for meeting with parents. Assistant Superintendent Schaefer responded that typically the school site assistant principal will set up meetings between parents and teachers within a three days of a request. Trustee Batey asked if the new Student Information System will assist with parent communication. Assistant Superintendent Zulfa acknowledged there is a component that could be used by teachers beginning next fall to incorporate parent involvement.

REPORTS

Reports of District Organizations

Kern High Teachers Association No report.

Counselors' Association No report.

California School Employees Assoc., Chapter #81 No report.

California School Employees Assoc., Chapter #747 Absent.

Management Advisory Council Absent.

Laborer's International Union of North America, Local 220, Skilled Trades Union, Unit D Absent.

Laborer's International Union of North America, Local 220, Supervisors, Unit F Absent.

BOARD OF TRUSTEE REPORTS, INQUIRIES AND/OR ITEMS FOR ACTION

Board of Trustee Reports and/or Inquiries Each Trustee thanked Becky Shipley for her service as the Board's Administrative Assistant and thanked her for her service and support of the Board of Trustees.

SUPERINTENDENT'S OFFICE

Proposed Schedule of Regular Meetings for 2012 for the Kern High School District Board of Trustees Regular Meetings of the Board of Trustees are usually scheduled for the first Monday of every month. However, in the calendar year 2012, there are some exceptions:

1. A Regular Meeting has been scheduled on the first Monday and the fourth Monday in June, 2012. There is no Regular Meeting in July due to vacation schedules throughout the District.
2. The September meeting has been scheduled on a Tuesday due to the Labor Day holiday.
3. The December meeting has been scheduled for the second Monday to follow

provisions of the Education Code regarding the scheduling of a school board's annual organizational meeting.

A copy of the proposed schedule was attached for additional information and a copy is on file with these official minutes. Trustees will be asked to take action to approve the schedule at the December 5, 2011 Annual Organizational Meeting.

Selection of Date for the 2011 Annual Organizational Meeting of the Board of Trustees

The 2011 Schedule of Regular Meetings was adopted by the Board of Trustees at the December 6, 2010 Annual Organizational Meeting. While it is past practice in the Kern High School District that the Annual Organizational Meeting is always held as part of the December Regular Meeting, the official identification of the date for the Annual Organizational Meeting is required to be selected by the governing board at its regular meeting held prior to the annual organizational meeting. Education Code Section 35143 also requires that each school district hold an annual organizational meeting within a 15-day period commencing on December 3, 2011 and concluding on December 17, 2011. It was moved by Trustee Vegas, seconded by Trustee Miller and carried with a four (4) yes, one (1) absent (Trustee Williams) vote that the date of December 5, 2011 be the date for the Annual Organizational Meeting of the Kern High School District Board of Trustees.

INSTRUCTIONAL SERVICES

Item #1555: Report to the Board of Trustees on the Kern High School District English Learner Program's District English Learner Advisory Committee (DELAC)

The Supporting Data includes meeting agendas and minutes for the previous 2010-2011 school year and the current 2011-2012 school year. In order to stay in compliance with Federal Program Monitoring (FPM) requirements, the supporting data must be reviewed by the governing board. The FPM audit is scheduled to take place during the week of November 28, 2011. Assistant Superintendent Zulfa introduced the item, which was presented by Bob Schneider, Director of Special Projects.

and

DELAC and the Migrant DPAC meet monthly to discuss ways to encourage parent involvement at the school and district-wide, how to improve student academic performance, especially for English Learner (EL students) and migrant students, and to provide feedback for the District LEA Plan. Legal compliance requires each group to keep the Kern High School District Board of Trustees informed about their discussions and activities on a regular basis.

Item #1556: Report to the Board of Trustees on Activities of the Kern High School District Migrant Program's District Parent Advisory Council

Kern High School District received federal and state funds for categorical programs. The California Department of Education (CDE) by law must monitor a District's compliance with the use of those funds, that the programs are operated according to federal and state laws, and that assurances made to receive the grants for categorical programs are honored. Kern High School District is one of 60 Local Education Agencies that will host an on-site FPM team for one week this year, and our District's visit will be on November 28 through December 2, 2011.

The FPM Team will monitor compliance at the district and at five selected school sites: East Bakersfield High School, Shafter High School, South High School, West High School and the Bakersfield Adult School. The FPM Team will monitor compliance in the following programs: Child Development, Compensatory Education (Title I), and Career Technical Education (CTE), Education Jobs Fund (ARRA), English Learner (EL; EIA and Title III) and Fiscal Monitoring. In addition, the FPM Team will monitor compliance in the Migrant Education Program (for the Kern High School District, and

East Bakersfield and Shafter high schools), the State Fiscal Stabilization Funds (managed by the District), and Universal Complaint Procedures (for the Kern High School District and four comprehensive high schools).

Mr. Schneider invited Trustees to attend the District Entrance Meeting with the FPM Team on Monday, November 28, from 8:45 to 9:15 a.m. He also invited Trustees to the District Exit Meeting with the FPM Team on Friday, December 2, 2011 at 10:30 a.m. Both meetings will be held in the Board Room. Mr. Schneider closed his presentation by reporting that the FPM Team will report any findings at the Exit Meeting and then District staff will begin work addressing any findings under a timeline prescribed by law. A report on the findings will be presented to the Board of Trustees at the January 9, 2012 meeting.

Item #1596: Courses of Study

Courses of Study for the Bakersfield Adult School were presented to the Board of Trustees for information only. The courses of study will be on file in the Division of Instruction and available for public inspection until the next regular Board of Trustees meeting, when they will be presented for action to approve.

PERSONNEL SERVICES

**Item #1605:
PUBLIC HEARING
to Receive Input
Regarding the
Proposed 2011-2012
Collective
Bargaining
Agreement with
Laborer's
International Union
of North America,
Local 220, Skilled
Trades Union, Unit D**

Kern High School District and Laborer's International Union of North America, Local 220, Skilled Trades Union, Unit D, have reached a tentative agreement regarding their 2011-2012 Collective Bargaining Agreement.

In accordance with AB1200 (Statutes of 1991, Chapter 1213) and Government Code Section 3547.5, the Disclosure of Collective Bargaining Agreement has been available for public view and the public shall have an opportunity to express points of view regarding the Agreement at a public Board Meeting.

A Public Hearing was declared open by President Batey at 8:04 p.m. to receive input. No requests were submitted and the Public Hearing was declared closed at 8:05 p.m.

**Item #1585:
Ratification of 2011-
2012 Collective
Bargaining
Agreement with
Laborer's
International Union
of North American,
Local 220, Skilled
Trades Union, Unit D**

It was moved by Trustee Vegas, seconded by Trustee Perry and carried with a unanimous vote that the 2011-2012 2009-2012 Collective Bargaining Agreement with Laborer's International Union of North America, Local 220, Skilled Trades Union, Unit D, be ratified as presented. A copy of the ratified agreement is on file with these official minutes.

BUSINESS SERVICES

No Items.

CONSENT AGENDA

*Items required by law and/or items in accordance with the District
Administrative Code and/or the Education Code*

Consent Agenda

It was moved by Trustee Vegas, seconded by Trustee Williams and carried with a four (4) yes, one (1) absent (Trustee Williams) to approve the Consent Agenda as presented.

Superintendent's Office

1. Item #1609: Approval of changes to the Designated Employees positions and Disclosure Categories of the Kern High School District Conflict of Interest Code to bring the list of positions up-to-date with current administrative and classified job titles.

Instructional Services

1. #1537: Approval of Out of Area Trip Request for Mira Monte High School students to travel to New York and Massachusetts to visit various universities as part of the Ivy League Program
2. # 1542: Approval of Short Term Consultant agreement with Community Matters to provide training and support for the Safe School Ambassadors Program for the students and staff at Kern Valley High School. Funding Source: Categorical/Title I.
3. #1547: Approval of the members that are to serve on the Career Technical Education (CTE) Advisory Committee. Per the requirements of the Carl D. Perkins Career and Technical Education Improvement Act Funding the Kern High School District must form a committee that includes administrators, teachers, community members, parents and students. This committee is to meet and approve large capital expenditures (\$5,000 + on any one item) and approve applications for CTE facilities grants targeting modernization, renovation and design modifications.
4. #1551: Approval of the Bakersfield Adult School Community Advisory Member appointments for the 2011-2012 school year. These appointments along with the coinciding board minutes will provide the California Accountability and Improvement System with requested documentation needed for the school's LEA self-review.
5. #1553: Approval of the Short Term Consultant agreement with Horizon Entertainment LLC to present "Teen Truth Live" bullying assembly to Highland High school students. *Funding Source: Categorical/QEIA*
6. #1554: Approval of the Short Term Consultant Agreement with "Stop the Violence" to present workshops for at-risk students and their families at East Bakersfield High School *Funding Source: Categorical/QEIA*
7. #1557: Approval of the Short Term Consultant Agreement with Mr. David Schmid to provide protocol training to the staff at East Bakersfield High School *Funding Source: Categorical/QEIA*
8. #1578: Approval of Out of Area Trip Request for Bakersfield High School Thespian students to travel to Lincoln, Nebraska on June 25-July 1, 2012 to participate in the National Thespian Festival.

9. #1594: Approval of Concurrent Enrollments for students taking classes in Summer and Fall 2011.
10. #1595: Approval of Short Term Consultant Agreement with H. Norman Wright, MFC, Certified Trauma Specialist to provide training to Kern High School District Counselors on the process of grief and loss. *Funding Source: Instruction*
11. #1597: Approval of Courses of Study

Personnel Services

1. Item #1605: Approval of Personnel Report for November 7, 2011.

Business Service

1. #1521BU: Acceptance of a Donation from the Southern California Gas Company to the Energy Academy at Independence High School
2. #1545BU: Acceptance of a donation of a 2000 Dodge Minivan donated to the Regional Occupational Center of the Kern High School District
3. #1552BU: Acceptance of a donation of Photography Equipment to the West High School Photography Program
4. #1559: Authorization to Solicit Licensed Contractors as Required by the California Uniform Public Construction Accounting Act Procedures who Request Notification During the 2012 Calendar Year Regarding Kern High School District Construction and Maintenance Projects
5. #1560BU: Ratification of Recordation of the Notice of Completion for Bid No. 1907 – East Bakersfield High School Modernization 2005 Landscape and Irrigation. This Notice of Completion recorded on September 20, 2011
6. #1561BU: Ratification of Recordation of the Notice of Completion for Bid No. 1924 – East Bakersfield High School Modernization 2005 Painting and Damproofing. This Notice of Completion recorded on September 20, 2011
7. #1562BU: Ratification of Recordation of the Notice of Completion for Bid No. 1960 – East Bakersfield High School Modernization 2005 Ornamental Fencing. This Notice of Completion recorded on September 28, 2011
8. #1563BU: Ratification of Recordation of the Notice of Completion for Bid No. 2431 – Foothill High School Drafting HVAC Refurbishment. This Notice of Completion recorded on September 16, 2011
9. #1564BU: Ratification of Recordation of the Notice of Completion for Bid No. 2455 – Kern Valley High School Football Field Renovation. This Notice of Completion recorded on September 20, 2011
10. #1565BU: Ratification of Recordation of the Notice of Completion for RFQ No. 2467 – Kern Valley High School Relocatable Restroom. This Notice of Completion recorded on September 29, 2011

11. #1566BU: Ratification of Recordation of the Notice of Completion for RFQ No. 2479 – Multiple High School District Sites Portables Electrical. This Notice of Completion recorded on September 14, 2011
12. #1568BU: Ratification of Recordation of the Notice of Completion for RFQ No. 2609 – Temporary New Continuation High School (Tierra Del Sol) 2004-1 Electrical. This Notice of Completion recorded on October 3, 2011
13. #1569BU: Ratification of Recordation of the Notice of Completion for RFQ No. 2611 – Temporary New Continuation High School (Tierra Del Sol) Temporary Portables Electrical. This Notice of Completion recorded on October 3, 2011
14. #1570BU: Ratification of Recordation of the Notice of Completion for Bid No. 2372 – Central Kitchen Equipment Yard Equipment Replacement. This Notice of Completion recorded on October 4, 2011
15. #1571BU: Authorization to Enter into an Agreement for Use between Kern High School District and North of the River Recreation and Park District. The proposed agreement will provide use of the Greenacres Pool for District student programs. Term of agreement is January 30, 2012 to May 25, 2012
16. #1572BU: Authorization to Enter into an Agreement for Use between Kern High School District and North of the River Recreation and Park District. The proposed agreement will provide use of the North of the River (NOR) Pool for District student programs. Term of agreement is January 30, 2012 to May 25, 2012
17. #1573BU: Authorization to Enter into an Agreement for Use between Kern High School District and North of the River Recreation and Park District. The proposed agreement will provide use of the North Beardsley Pool for District student programs. Term of agreement is January 30, 2012 to May 25, 2012
18. #1574BU: Authorization to Enter into an Agreement Regarding Use of Aquatic Facilities between Kern High School District and the City of Bakersfield. The proposed agreement will provide use of the pool facilities at McMurtrey Center, Silver Creek Park, Dr. Martin Luther King Junior Center, and Jefferson Park Swimming Pool for District swimming and diving practice; and competitive purposes. Term of agreement is January 31, 2012 through May 29, 2012
19. #1575: Award of Bid No. 2405 – District-wide Purchase of Football Helmets as follows:

VENDORS

Approximate Vendor Total:

1. Riddell/All American \$49,094.62

Items Awarded: Riddell Revolution S – LG, Riddell Revolution XL, Riddell Revolution Speed S – LG, Riddell Revolution Speed XL, Riddell 360 S – LG, and Riddell 360 XL.

2. Bakersfield Athletic Supply \$46,686.86

Items Awarded: Molded Schutt ION 4D S – LG, Single Color Painted Schutt ION 4D S – LG, Molded Schutt ION 4D XL, Molded Schutt DNA Pro S – LG, and Molded Schutt Air XP S – LG.

3. Sport Chalet Team Sales \$48,434.09

Items Awarded: Single Color Painted Schutt ION 4D XL, Single Color Painted Schutt DNA Pro S – LG, Single Color Painted Schutt DNA Pro XL, Molded Schutt DNA Pro XL, Single Color Painted Schutt Air XP S – LG, Single Color Painted Schutt Air XP XL, and Molded Schutt Air XP XL

20. #1576BU: Approval of Change Order No. 2 for South High School Modernization Phase 2-2006 (DSA Application No. 03-112980) for a total of \$15,288.00, as follows:

- a. Bid No. 2702-02 – New Weight Room Building
Contractor: Seward L. Schreder Construction, Inc.
Original Contract Amount: \$ 988,000.00
Adjusted Contract Amount: \$ 1,017,293.00
This Increase: \$ 15,288.00

21. #1577BU: Approval of Change Order No. 3 for South High School Modernization Phase 2-2006 (DSA Application No. 03-113054) for a total of \$4,301.00, as follows:

- a. Bid No. 2709-01 – Building I Girl's Locker Room Modernization
Contractor: Don Kinzel Construction, Inc.
Original Contract Amount: \$ 758,000.00
Adjusted Contract Amount: \$ 833,146.00
This Increase: \$ 4,301.00
New Total: \$ 837,447.00

22. #1579BU: Approval for the Signature of Gracianne Ashmore, Administrative Assistant to the Board of Trustees and Superintendent, as an authorized signer for Donald E. Carter, Ed.D., District Superintendent

23. #1580BU: Approval of Change Order No. 1 for Bid No. 2427 – North High School: CTEFP Modernization Phase Two for Building Trades Facility:

24.
Contractor: Seward L. Schreder Construction, Inc.
Original Contract Amount: \$ 1,369,462.85
Adjusted Contract Amount: \$ 0.00
This Increase: \$ 50,060.22
New Total: \$ 1,419,523.07

ADJOURNMENT

Adjournment

President Batey adjourned the Regular Meeting of November 7, 2011 at 8:08 p.m.

J. Bryan Batey, President

Mike Williams, Clerk

JH/WRP:bs