



Governing Board Agenda January 13, 2010

Welcome

Welcome to the meeting of the National School District Governing Board. Your interest in our school district proceedings is appreciated.

Our Governing Board

Our community elects five Board members who serve four-year terms. The Board members are responsible for the overall operation of the school district. Among its duties, the Board adopts an annual budget, approves all expenditures, establishes policies and regulations, authorizes employment of all personnel, approves curriculum and textbooks, and appoints the Superintendent.

Rosalie "Rosie" Alvarado, President

Ms. Alvarado was first elected to the Governing Board in November 1990 and her present term expires December 2010.

Barbara Avalos, Member

Ms. Avalos was elected to the Governing Board in November 2008 and her present term expires December 2012.

Anne Campbell, Member

Ms. Campbell was first elected to the Governing Board in November 1988, after serving a year's appointment, and her present term expires December 2010.

James Grier, Jr., Clerk

Mr. Grier was re-elected to the Governing Board in November 2008 and his present term expires December 2012.

Alma Sarmiento, Member

Ms. Sarmiento was first elected to the Governing Board in November 1992 and her present term expires December 2010.

This meeting is tape-recorded

In accordance with Board Policy, audiotapes of Board meetings are available for review for 30 days following the meeting. Please contact the Superintendent's Office at 619-336-7705 if you wish to schedule an appointment to listen to the audiotape.

From time-to-time writings that are public records, which are related to open session items on an agenda for a regular meeting, may be distributed to school board members after the posting of the agenda. Whenever this occurs, such writings will be available for public inspection in the office of the Superintendent located at 1500 N Avenue, National City, California, 91950.

Speaking to the Board

If you wish to speak to the Board, please fill out a Request to Speak card located on the table at the entrance to the Board Room and give it to the Recording Secretary. Board policy and state law stipulate that no oral presentation shall include charges or complaints against any employee of the District, including the Superintendent, regardless of whether or not the employee is identified by name or by another reference which tends to identify. California law requires that all charges or complaints against employees be addressed in Closed Session unless the employee requests a public hearing. All such charges or complaints therefore must be submitted to the Board under the provision of the District's policy. At the appropriate time, the Board President will invite speakers to approach the podium. Please use the microphone and state your name and address. This information is necessary in order to maintain accurate records of the meeting. Speakers are requested to limit their remarks to three minutes.

Compliance with Americans With Disabilities Act

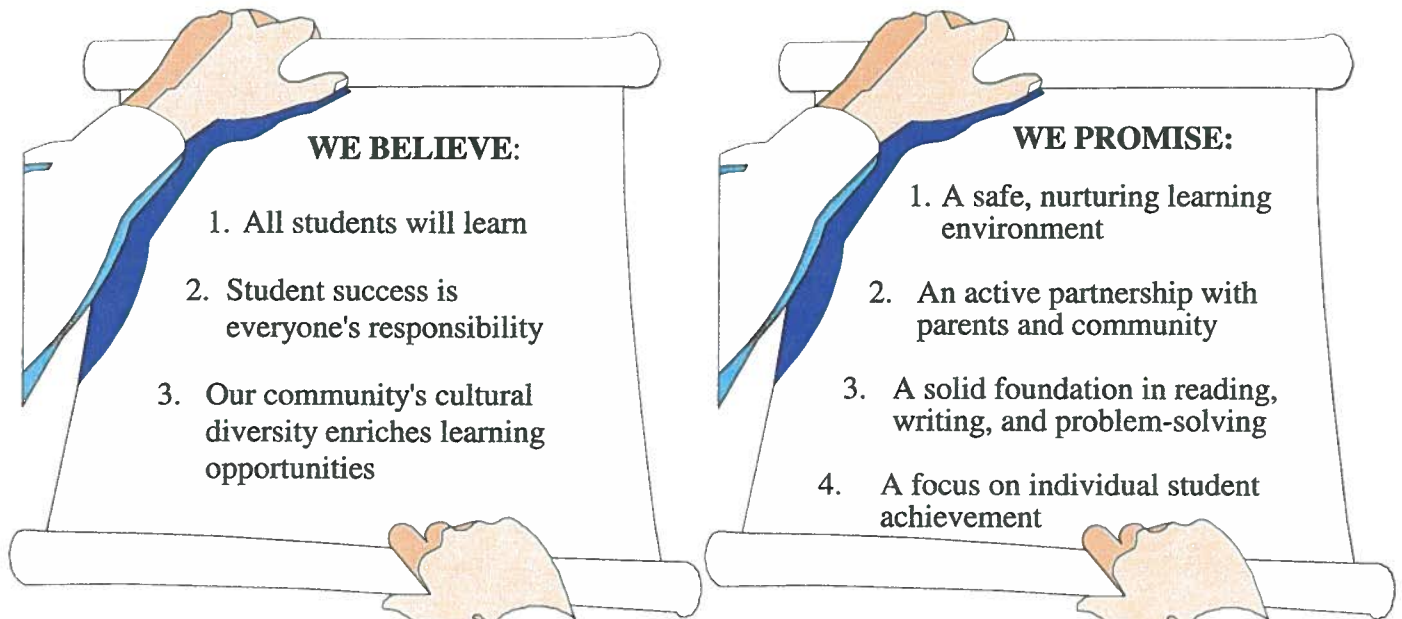
The National School District, in compliance with the Americans with Disabilities Act (ADA), requests individuals who may need special accommodation to access, attend, and/or participate in Board meetings to contact the Superintendent's Office at 619-336-7705 at least 48 hours in advance of the meeting for information on such accommodation.

Equal Opportunity Employer

The National School District is committed to providing equal educational, contracting, and employment opportunity to all in strict compliance with all applicable State and Federal laws and regulations. The District official who monitors compliance is the Assistant Superintendent—Human Resources, 1500 N Avenue, National City, California, 91950, phone 619-336-7722. Individuals who believe they have been a victim of unlawful discrimination in employment, contracting, or in an educational program may file a formal complaint with the District's Human Resources Office.

District Vision and Core Values

Creating Successful Learners...NOW





REGULAR MEETING OF THE GOVERNING BOARD

Administrative Center
1500 "N" Avenue
National City, CA 91950

January 13, 2010 -- 6:00 p.m.

Closed Session from 5:00 - 6:00 p.m.

Closed session in accordance with Government Code Section 54957:
PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

Closed session in accordance with Government Code Section 54957.6:
CONFERENCE WITH LABOR NEGOTIATOR

Agency negotiator: Cindy Frazee
Employee organizations: California School Employees Association
National City Elementary Teachers Association

AGENDA

If you wish to speak to the Board, please fill out a Request to Speak card located on the table at the entrance to the Board Room.

This meeting is tape-recorded.

NATIONAL SCHOOL DISTRICT
1500 'N' Avenue • National City, CA 91950 • (619) 336-7500 • Fax (619) 336-7505 • <http://nsd.us>

Creating Successful Learners... Now

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

Board:

Rosalie “Rosie” Alvarado
Barbara Avalos
Anne L. Campbell
James Grier, Jr.
Alma Sarmiento

Staff:

Chris Oram, Ed.D., Superintendent
Michael Castanos, Assistant Superintendent-Business
Services
Cindy Frazee, Assistant Superintendent-Human
Resources

1. PRESENTATION

- A. Recognize Daniel Okada, Special Day Class Teacher - Moderate/Severe, Las Palmas School, as Employee of the Month for January 2010. **(Page 1)**
- B. Introduce and welcome the following new employees: **(Page 2)**

Name	Position	Location
Socorro Gutierrez	Child Nutrition Services Assistant I	Las Palmas School
Esmeralda Solis	Child Nutrition Services Assistant I	Lincoln Acres School

2. PUBLIC COMMUNICATIONS

Public communication provides the public with an opportunity to address the Board on non-agenda items. Anyone wishing to address the Board shall submit a “Request for Oral Communications” card. Cards are available near the entrance to the Board Room and are to be submitted to the Secretary. Speakers are requested to limit their remarks to three minutes. No Board action can be taken.

3. AGENDA

- A. Approve agenda.

District Superintendent's Recommendation: Approve agenda.

Moved by _____ Seconded by _____ Vote _____

4. CONSENT CALENDAR/ROUTINE ITEMS OF BUSINESS

All items listed under the Consent Calendar are considered by the Board in one action. There will be no discussion of these items prior to the time the Board votes on the motion, unless members of the Board, staff, or public request specific items to be discussed and/or removed from the Consent Calendar.

Minutes

- A. Approve minutes of the Special board meeting held on December 9, 2009. **(Page 3)**
- B. Approve minutes of the Regular board meeting held on December 9, 2009. **(Page 5)**

Administration

- C. Approve the Quarterly Report to the San Diego County Office of Education on *Williams* Complaints. **(Page 13)**

Human Resources

- D. Ratify/approve recommended actions in personnel activity list. **(Page 16)**
- E. The Governing Board gave pre-approval to hire the following employees. **(Page 20)**

Name	Position	Location	Effective Date
Christopher Craven	Impact Teacher	Lincoln Acres School	1/12/10
Megan Mincer	Impact Teacher	Olivewood School	1/11/10

- F. The following employee resignation was accepted by Cindy Frazee, Assistant Superintendent of Human Resources: **(Page 21)**

Name	Position	Location	Effective Date of Resignation
Kristina Ellis	Impact Teacher	Central School	December 11, 2009

- G. Approve appointment of Katie Filzenger, current Director of Student Support Services, to the position of Assistant Superintendent of Educational Services effective January 14, 2010. **(Page 22)**

Educational Services

None

Business Services

H. Ratify/approve purchase orders, contracts, and warrants as summarized below and detailed in Exhibit A. (Page 23)

I. Purchase Orders #A03799-A03800, #C87-C105, #F90315-F90362, #P512-P569 and #S04523-S04534	\$	226,164.48
II. Child Nutrition Checks	\$	0.00
III. Consultant Contracts (not to exceed \$500 each)	\$	0.00
IV. Commercial Warrants	\$	896,626.62
V. Miscellaneous Contracts	\$	0.00
VI. Revolving Cash Fund Business I (month ending December 31, 2009)	\$	3.00
VII. Revolving Cash Fund Business II (month ending December 31, 2009)	\$	135.80

District Superintendent’s Recommendation: Approve Consent Calendar.

Moved by _____ Seconded by _____ Vote _____

5. GENERAL FUNCTIONS

None

6. POLICIES, REGULATIONS, BYLAWS

First Reading - No Action Required

None

Second Reading and Adoption

None

7. EDUCATIONAL SERVICES

None

8. BUSINESS SERVICES

A. Approve Audit Report and its findings for the 2008-09 fiscal year. **(Page 24)**

District Superintendent's Recommendation: Approve Audit Report.

Moved by _____ Seconded by _____ Vote _____

B. Approve Audit Report for the Integrity Charter School and its findings for the 2008-09 fiscal year. **(Page 28)**

District Superintendent's Recommendation: Approve Audit Report.

Moved by _____ Seconded by _____ Vote _____

C. Accept gifts: **(Page 30)**

1. \$575.00 from Lifetouch National School Studios to Ira Harbison School to be used for student incentives/awards and instructional materials.
2. \$230.00 from Lifetouch National School Studios to Kimball School to be used for school supplies and related needs.
3. \$120.00 from Wells Fargo Foundation to Kimball School to be used for school supplies and related needs.
4. \$445.00 from Wal-Mart Foundation to Ira Harbison School to be used for student incentives/awards and instructional materials.

District Superintendent's Recommendation: Accept gifts

Moved by _____ Seconded by _____ Vote _____

9. HUMAN RESOURCES

None

10. BOARD WORKSHOP

A. Presentation regarding a categorical budget update and appropriate uses of these funds. **(Page 32)**

B. Presentation regarding the development of a District Strategic Plan. **(Page 33)**

11. BOARD/CABINET COMMUNICATIONS

12. ADJOURNMENT

Note: The next regularly scheduled Board Meeting is scheduled to begin at 6:00 p.m. on January 27, 2010, at the Administration Center.

GOVERNING BOARD AGENDA ITEM

Agenda Date: January 13, 2010

Prepared by: Cindy Frazee

Department: Human Resources

AGENDA ITEM:

Recognize Daniel Okada, Special Day Class Teacher - Moderate/Severe, Las Palmas School, as Employee of the Month for January 2010.

 Action

 X Information

BACKGROUND INFORMATION:

Mr. Okada has been an educator in the National School District for the past four years. He is an experienced Special Education teacher who is willing to do everything possible to ensure his students are successful.

CURRENT INFORMATION:

Mr. Daniel Okada is currently teaching severely handicapped students at Las Palmas School. Mr. Okada has been an outstanding addition to our staff. The parents and students in his classroom are thrilled to have Mr. Okada and his aides making a difference in the classroom every day. Parents regularly comment on what a difference Mr. Okada has made with their children. They often remark at how amazed they are that their students are making significant academic growth and accomplishing so many tasks in the classroom, even though they have diverse needs. Mr. Okada always has high expectations for his students and he provides ample support so his students meet or exceed their goals. He is an educator who always wants to improve his craft to better meet the needs of his students. He has fully embraced the Promethean technology and uses the board throughout the day with his students. The Promethean board helps to keep all his students engaged as they eagerly wait their turn to use the pen. He also is always willing to go out of his way to assist any student or staff member at our school. Mr. Okada is a true team player and always has a positive outlook. He is an asset to our community and especially to the students he serves.

ADDITIONAL DATA:

Gina Mazeau, Principal, Las Palmas School, will introduce Daniel Okada.

COST IMPLICATIONS: N/A

FUNDING SOURCE: N/A

GOVERNING BOARD AGENDA ITEM

Agenda Date: January 13, 2010
Prepared by: Cindy Frazee
Department: Human Resources

AGENDA ITEM:

Introduce and welcome the following new employees:

Name	Position	Location
Socorro Gutierrez	Child Nutrition Services Assistant I	Las Palmas School
Esmeralda Solis	Child Nutrition Services Assistant I	Lincoln Acres School

 Action

 X **Information**

BACKGROUND INFORMATION:

The aforementioned employees were approved at the December 9, 2009, Governing Board meeting.

CURRENT INFORMATION:

Cindy Frazee will introduce the new employees.

ADDITIONAL DATA:

None

COST IMPLICATIONS: N/A

FUNDING SOURCE: N/A

**NATIONAL SCHOOL DISTRICT
Minutes of the Special Meeting
GOVERNING BOARD**

Administrative Ctr.
1500 N Avenue
National City, CA

December 9, 2009

The public meeting was called to order by Board President James Grier, Jr. at 2:01 p.m.

**CALL TO
ORDER**

Board President Grier led the Pledge of Allegiance.

**PLEDGE OF
ALLEGIANCE**

Members Present: James Grier, Jr., Rosie Alvarado (arrived at 2:17 p.m.),
Barbara Avalos, Anne Campbell and
Alma Sarmiento (arrived at 2:26 p.m.)

ROLL CALL

Members Absent: None

Staff Present: Chris Oram, Ed.D.

Staff Absent: None

PUBLIC COMMUNICATIONS

**PUBLIC
COMMUNICATIONS**

None

None

CLOSED SESSION

**CLOSED
SESSION**

At 2:01 p.m., President Grier adjourned the meeting to Closed Session in accordance with Government Code Section 54957 – Public Employee Performance Evaluation, Title: District Superintendent. James Grier, Jr., Barbara Avalos and Anne Campbell were present from 2:01 p.m. to 5:13 p.m. Rosie Alvarado was present from 2:17 p.m. to 5:13 p.m. Alma Sarmiento was present from 2:26 p.m. to 5:13 p.m. Dr. Oram was present from 2:01 p.m. to 5:13 p.m.

Closed Session

BOARD/CABINET COMMUNICATIONS

None

ADJOURNMENT

The meeting was adjourned at 5:13 p.m.

**BOARD/CABINET
COMMUNICATIONS**

None

ADJOURNMENT

**NATIONAL SCHOOL DISTRICT
Minutes of the Regular Meeting
GOVERNING BOARD**

Administrative Ctr.
1500 N Avenue
National City, CA

December 9, 2009

Closed session was held from 5:30 p.m. to 6:40 p.m. President Grier announced that the Board held closed session in accordance with Government Code Section 54957: Public Employee Discipline/Dismissal/Release; Government Code Section 54957: Public Employee Appointment/Employment, Title: Assistant Superintendent, Educational Services; and with Government Code Section 54957.6: Conference with Labor Negotiator, Agency negotiator: Cindy Frazee; Employee organizations: California School Employees Association and National City Elementary Teachers Association. All board members were present. Chris Carson was present from 5:30 p.m. to 5:40 p.m. and from 6:17 p.m. to 6:40 p.m. Katie Filzenger was present from 5:55 p.m. to 6:17p.m. Chris Oram, Mike Castanos and Cindy Frazee were present from 5:30 p.m. to 5:40 p.m. and from 6:17 p.m. to 6:40 p.m.

**CLOSED
SESSION**

The public meeting was called to order by President James Grier at 6:42 p.m.

**CALL TO
ORDER**

President Grier led the Pledge of Allegiance.

**PLEDGE OF
ALLEGIANCE**

Members Present: James Grier, Jr., Rosie Alvarado, Barbara Avalos, Anne Campbell and Alma Sarmiento

ROLL CALL

Members Absent: None

Staff Present: Chris Oram, Ed.D., Mike Castanos and Cindy Frazee

Staff Absent: None

PRESENTATIONS

PRESENTATIONS

Recognized Dr. Adolfo Gonzales, Chief of the National City Police Department, for his contributions to the National School District.

Recognized Dr.
Adolfo Gonzales

On behalf of the Governing Board, students and staff of National School District, Alma Sarmiento presented Chief Gonzales with a star award.

Students from Lincoln Acres School gave a presentation regarding their CoTA project on Egypt. Board member, Barbara Avalos, presented them with certificates, books and bookmarks.

Lincoln Acres School
Presentation

Recognized Mrs. Maria Ortiz, Lincoln Acres School, as the National School District Volunteer of the Month for December 2009. Principal, Angela Franco, introduced Mrs. Ortiz and commented on her many fine qualities.

Volunteer of the
Month of December:

Maria Ortiz

On behalf of the Governing Board, Rosie Alvarado presented Mrs. Ortiz with a certificate and a logo clock.

Recognized Kristin Burer, Second Grade Teacher, Lincoln Acres School, as Employee of the Month for December 2009. Angela Franco, Principal of Lincoln Acres School, introduced Ms. Burer and commented on her many fine qualities.

Employee of the
Month of December:

Kristin Burer

On behalf of the Governing Board, Anne Campbell presented Ms. Burer with a framed certificate, a District logo lapel pin, and a District logo watch.

PUBLIC COMMUNICATIONS

**PUBLIC
COMMUNICATIONS**

Ted Godshalk requested public information.

Ted Godshalk

AGENDA

AGENDA

Alma Sarmiento moved and Rosie Alvarado seconded to approve the agenda. The motion carried 5-0-0.

Approved agenda

CONSENT CALENDAR/ROUTINE ITEMS OF BUSINESS

**CONSENT
CALENDAR**

Anne Campbell moved and Alma Sarmiento seconded to approve the consent calendar. The motion carried 5-0-0.

Approved consent
calendar

Minutes

Minutes

Approved minutes of the Regular board meeting held on November 18, 2009.

Approved minutes

Human Resources

Ratified/approved recommended actions in personnel activity list.

The Governing Board gave pre-approval to hire the following employee:

Name	Position	Location	Effective Date
Joanna Bennett	Impact Teacher	Lincoln Acres School	11/24/09

The following employee resignations/retirements were accepted by Cindy Frazee, Assistant Superintendent of Human Resources:

Name	Position	Location	Effective Date of Resignation
Lillie Anderson	Child Nutrition Services Assistant	Olivewood School	December 18, 2009
Jeana Downey	Instructional Assistant Preschool	Kimball School	November 24, 2009
Douglas Hewett	Special Day Class Teacher	Palmer Way School	January 22, 2010

Educational Services

None

Business Services

Adopted Resolution #09-10.17 authorizing contracting pursuant to cooperative bid and award document from the San Ysidro School District for the Computers, Laptops & Accessories piggyback contract bid (Bid #07-08/314).

Ratified/approved purchase orders, contracts, and warrants as summarized below and detailed in Exhibit A.

I. Purchase Orders #A03796-A03798, #C63-C86, #F90283-F90314, #P441-P511, and #S04519-S04522	\$	543,393.40
II. Child Nutrition Checks	\$	0.00

Human Resources

Ratified/approved recommended actions in personnel activity list

Authorized pre-approval to hire

Accepted resignations/retirements

Educational Services

None

Business Services

Adopted Resolution #09-10.17

Ratified/approved purchase orders, contracts, and warrants

III. Consultant Contracts (not to exceed \$500 each)	\$	499.00
IV. Commercial Warrants	\$	608,157.85
V. Miscellaneous Contracts	\$	0.00
VI. Revolving Cash Fund Business I (month ending November 30, 2009)	\$	3.00
VII. Revolving Cash Fund Business II (month ending November 30, 2009)	\$	3.00

GENERAL FUNCTIONS

Rosie Alvarado moved and Anne Campbell seconded to adopt Resolution #09-10.18 regarding absence of Board Member Barbara Avalos due to illness. The motion carried 5-0-0.

Rosie Alvarado moved and Anne Campbell seconded to ratify Consultant Contract #CT2632 with RJ Gatti Associates to serve as the facilitators at the Special Board meeting on December 9, 2009 at a cost not to exceed \$2,300 (General Fund). The motion carried 5-0-0.

Rosie Alvarado moved and Anne Campbell seconded to approve National School District Governing Board meeting schedule for the remainder of the 2009-2010 school year. The motion carried 5-0-0.

POLICIES, REGULATIONS, BYLAWS

First Reading – No Action Required

None

Second Reading and Adoption

None

GENERAL FUNCTIONS

Adopted Resolution #09-10.18

Ratified #CT2632

Approved Governing Board Meeting Schedule

POLICIES, REGULATIONS, BYLAWS

First Reading

None

Second Reading and Adoption

None

EDUCATIONAL SERVICES

Rosie Alvarado moved and Anne Campbell seconded to approve Consultant Contract #CT2618 with Connie Fish who will provide on site work with the staff, parents and community in the development of the school's application for California Distinguished School due December 15, 2009 at a cost not to exceed \$4,000 (EIA/SCE). The motion carried 5-0-0.

Rosie Alvarado moved and Alma Sarmiento seconded to approve adoption of Pearson Scott-Foresman "*Envision*" as the District's core mathematics program beginning in the 2010-11 school year at a cost not to exceed \$400,000 (State Textbook Funds). The motion carried 5-0-0.

BUSINESS SERVICES

President Grier opened the Public Hearing at 7:18 p.m. to take testimony from the public, discuss, and approve or disapprove the proposed use of the categorical funding transfer to the unrestricted general fund. No one appeared to be heard. The public hearing was closed at 7:18 p.m.

Anne Campbell moved and Alma Sarmiento seconded to approve the Categorical Funding Transfer to the Unrestricted General Fund in the amount of \$670,107. The motion carried 5-0-0.

Anne Campbell moved and Alma Sarmiento seconded to Approve the Positive Certification and Budget Revisions for the First Period Interim Financial Report as of October 31, 2009. Following discussion, the motion carried 5-0-0.

Alma Sarmiento moved and Rosie Alvarado seconded to accept the following gifts:

1. \$200.00 from Mrs. Garro, Mrs. Hastings, and Mrs. K. Rodriguez to Kimball School to be used for field trip transportation to SD Zoo.
2. \$120.00 from Wells Fargo Community Support Campaign to Kimball School to be used for school supplies and/or school related needs.
3. \$1,500.00 from Las Palmas PTO to Las Palmas School to be used for bus transportation for field trips.
4. \$500.00 from Las Palmas PTO to Las Palmas School to be used for installation of fans in the Cafeteria.

EDUCATIONAL SERVICES

Approved #CT2618

Approved adoption of Pearson Scott-Foresman "*Envision*"

BUSINESS SERVICES

Conducted Public Hearing: Categorical funding transfer

Approved Categorical Funding Transfer

Approved the First Interim Financial Report

Accepted gifts from:

Mrs. Garro, Mrs. Hastings & Mrs. Rodriguez
Wells Fargo Community Support Campaign
Las Palmas PTO

Las Palmas PTO

- | | |
|---|-----------------------------------|
| 5. \$795.00 from Las Palmas PTO to Las Palmas School to be used for “Literature Comes to Life” assemblies on March 18, 2010. | Las Palmas PTO |
| 6. \$50.00 from Las Palmas PTO to Las Palmas School to be used for DAC Refreshments. | Las Palmas PTO |
| 7. Cookies for 100 people from George’s Wonderful World of Cakes to National School District for the Superintendent Meet and Greet. | George’s Wonderful World of Cakes |
| 8. Cookies and brownies for 100 people from Buster’s Beach House to National School District for the Superintendent Meet and Greet. | Buster’s Beach House |

The motion carried 5-0-0.

HUMAN RESOURCES

HUMAN RESOURCES

Alma Sarmiento moved and Anne Campbell seconded to accept donation of two school buses from the Neighborhood House Association. The motion carried 5-0-0.

Accepted donation of two school buses

Anne Campbell moved and Alma Sarmiento seconded to approve agreement #CT2631 with Frontline Placement Technologies to purchase the Aesop Employee Substitute System at a cost of \$8,084 (General Fund). Following discussion, the motion carried 5-0-0.

Approved #CT2631

BOARD/CABINET COMMUNICATIONS

BOARD/CABINET COMMUNICATIONS

Barbara Avalos thanked the students for their presentation.

Barbara Avalos

Anne Campbell thanked the students for their fabulous presentation and amazing artwork. She wished everyone Happy Holidays.

Anne Campbell

Alma Sarmiento thanked the students for their presentation. She wished everyone a Merry Christmas.

Alma Sarmiento

Rosie Alvarado commended the students for their presentation. She thanked the staff for all their work at the Pancake Breakfast.

Rosie Alvarado

Chris Carson wished everyone Happy Holidays.

Chris Carson

Katie Filzenger thanked the Board for recognizing the Chief of Police. She invited the board and staff to attend snow days at the preschool center on December 14, 15, 16, and 17 from 9:00 a.m. to 2:00 p.m.

Katie Filzenger

Yvette Olea shared the wonderful experience she had at the Shop with a Cop Event she attended on Saturday.

Yvette Olea

Cindy Frazee congratulated the students on their wonderful presentation. She wished everyone Happy Holidays.

Cindy Frazee

Mike Castanos thanked the students for their presentation and the wonderful photography. He wished everyone Happy Holidays.

Mike Castanos

Chris Oram shared that the CoTA teachers work in several classrooms throughout the District and they donate their time. The idea is to show students how to incorporate art with the curriculum. Dr. Oram informed the Board that the Donovan Advisory Committee will be having their annual bike giveaway on December 18 at the Jacob Center. Twenty-five National School District students will receive bikes. Dr. Oram stated that he attended the Southwestern College FRC MicroEnterprise graduation. There were 30 Hispanic women who graduated from the program where they learned the skills necessary to set up their own business in day care. Dr. Oram informed the Board that the District is looking into submitting a plan for the Race to the Top funds.

Chris Oram

James Grier, Jr. thanked the students for their presentation. He shared that he did have the opportunity to sit and talk with the students from Lincoln Acres and although Social Studies is not always a popular subject, these students took it on with love and warmth.

James Grier, Jr.

ANNUAL ORGANIZATIONAL MEETING

ANNUAL ORGANIZATIONAL MEETING

James Grier, Jr. moved and Barbara Avalos seconded to elect Rosie Alvarado as Board President. The motion carried 3-2-0. Anne Campbell and Alma Sarmiento voted no.

Election of Board President:
Rosie Alvarado

Barbara Avalos moved and Rosie Alvarado seconded to elect James Grier, Jr. as Board Clerk. The motion carried 3-2-0. Anne Campbell and Alma Sarmiento voted no.

Election of Board Clerk:
James Grier, Jr.

Rosie Alvarado moved and Alma Sarmiento seconded to appoint Christopher Oram, Ed.D. District Superintendent, as Secretary to the Governing Board. The motion carried 5-0-0.

Appointment of Secretary to the Governing Board:
Christopher Oram, Ed.D.

Rosie Alvarado moved and Barbara Avalos seconded to appoint Rosie Alvarado and James Grier, Jr., as the Governing Board's representatives to the South Bay Region Boards of Education Steering Committee. The motion carried 4-1-0. Anne Campbell voted no.

Appointment of representatives to the South Bay Region Boards of Education Steering Committee:
Rosie Alvarado and James Grier, Jr.

ADJOURNMENT

The meeting was adjourned at 8:47 p.m.

ADJOURNMENT

GOVERNING BOARD AGENDA ITEM

Agenda Date: January 13, 2010

Prepared by: Chris Oram

Department: Administration

AGENDA ITEM:

Approve the Quarterly Report to the San Diego County Office of Education on *Williams* Complaints.

 X Action

 Information

BACKGROUND INFORMATION:

In May 2000, a lawsuit was filed against the State of California complaining that low-performing schools across the State were housed in facilities that were dirty, unsafe, and inadequate with further allegations that these schools were additionally burdened with unqualified teachers and insufficient instructional materials. A settlement in *Williams vs. California* was agreed to in August 2004 and subsequently enacted into law through SB 6, SB 550, AB 1550, AB 2727, and AB 3001 (chaptered September 29, 2004).

The intent of the *Williams* settlement is to ensure that all students have equal access to:

- Instructional materials
- Qualified teachers
- Safe, clean and adequate facilities

CURRENT INFORMATION:

See attached quarterly uniform complaint report summary.

ADDITIONAL DATA:

A stipulation of the settlement is that all school districts must update Uniform Complaint Procedures to include:

- Instructional materials
- Teacher vacancies and misassignments
- Emergency or urgent facilities issues

The Governing Board of National School District enacted changes to the Uniform Complaint on December 8, 2004.

Notices have been posted in each classroom in every school informing parents/guardians that all classes in all California public schools must have sufficient instructional materials and that the facilities must be clean, safe and in “good repair.” The notices also provide information on how and where to file a complaint.

The District is obligated to present a quarterly summary report of complaints to the Governing Board and to the San Diego County Office of Education. For the period of October through December 2009, no *Williams* Complaints were filed in the District.

COST IMPLICATIONS: N/A

FUNDING SOURCE: N/A

National School District

Quarterly Uniform Complaint Report Summary

For submission to National School District Governing Board

and

San Diego County Office of Education

District Name: National School District

Quarter covered by this report: October – December 2009

Please fill in the following table. Enter 0 in any cell that does not apply.

	Number of complaints received in quarter	Number of complaints resolved	Number of complaints unresolved
Instructional Materials	0	0	0
Facilities	0	0	0
Teacher Vacancy and Misassignment	0	0	0
Totals:	0	0	0

Submitted by: Yvette Olea

Title: Executive Assistant to the Superintendent

GOVERNING BOARD AGENDA ITEM

Agenda Date: January 13, 2010

Prepared by: Cindy Frazee

Department: Human Resources

AGENDA ITEM:

Ratify/approve recommended actions in personnel activity list.

 X Action

 Information

BACKGROUND INFORMATION:

Background information on individuals submitted under separate cover to Board Members.

CURRENT INFORMATION:

See attached.

ADDITIONAL DATA:

See attached.

COST IMPLICATIONS: See attached.

FUNDING SOURCE: See attached.

CERTIFICATED STAFF RECOMMENDATIONS

January 13, 2010

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Placement</u>	<u>Funding Source</u>
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Employment

None			
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Temporary Employment

1. Jennifer Goodlett	Impact Teacher Ira Harbison School	January 14, 2010 to June 17, 2010 Not to exceed 134 days	\$110 per day	Categorical Funds
2. Elliot Page	Impact Teacher Lincoln Acres School	January 18, 2010 to June 17, 2010 Not to exceed 134 days	\$110 per day	Categorical Funds
3. Bonnie Styles	Impact Teacher Ira Harbison School	January 14, 2010 to June 17, 2010 Not to exceed 134 days	\$110 per day	Categorical Funds
4. Cheri Wills	Impact Teacher Ira Harbison School	January 14, 2010 to June 17, 2010 Not to exceed 134 days	\$110 per day	Categorical Funds

Additional Duties

None			
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Contract Extension/Change

5. Sarah Cancel	Correct Title listed on 12/9/09 agenda From Special Day Class Teacher to Resource Specialist Program Teacher All Preschool Sites	December 10, 2009		
6. Colleen Fogarty	From Resource Specialist Program Teacher to Special Day Class Teacher Mild/Moderate Palmer Way School	January 11, 2010		

Unpaid Leave of Absence

7. Maria Bravo-Hiesel	Teacher Las Palmas School	January 11, 2010 to January 29, 2010	FMLA	
8. Beneranda Calderon	Teacher Kimball School	January 11, 2010 to January 29, 2010	FMLA	

CLASSIFIED STAFF RECOMMENDATIONS
January 13, 2010

Name Position Effective Date Placement Funding Source

Employment

None				
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Temporary Employment

None				
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Contract Extension/Change

None				
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Unpaid Leave of Absence

None				
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GOVERNING BOARD AGENDA ITEM

Agenda Date: January 13, 2010

Prepared by: Cindy Frazee
Department: Human Resources

AGENDA ITEM:

The Governing Board gave pre-approval to hire the following employees.

<u> </u> Action		<u> X </u> Information	
Name	Position	Location	Effective Date
Christopher Craven	Impact Teacher	Lincoln Acres School	1/12/10
Megan Mincer	Impact Teacher	Olivewood School	1/11/10

BACKGROUND INFORMATION:

At the November 18, 2009 Board meeting, the Governing Board authorized the Assistant Superintendent of Human Resources to offer temporary employment due to the urgency of implementing intervention programs for students.

CURRENT INFORMATION:

None

ADDITIONAL DATA:

None

COST IMPLICATIONS: N/A

FUNDING SOURCE: N/A

GOVERNING BOARD AGENDA ITEM

Agenda Date: January 13, 2010
Prepared by: Cindy Frazee
Department: Human Resources

AGENDA ITEM:

The following employee resignation was accepted by Cindy Frazee, Assistant Superintendent of Human Resources:

<u> </u> Action		<u> X </u> Information	
Name	Position	Location	Effective Date of Resignation/ Retirement
Kristina Ellis	Impact Teacher	Central School	December 11, 2009

BACKGROUND INFORMATION:

None

CURRENT INFORMATION:

None

ADDITIONAL DATA:

None

COST IMPLICATIONS: N/A

FUNDING SOURCE: N/A

GOVERNING BOARD AGENDA ITEM

Agenda Date: January 13, 2010

Prepared by: Cindy Frazee

Department: Human Resources

AGENDA ITEM:

Approve appointment of Katie Filzenger, current Director of Student Support Services, to the position of Assistant Superintendent of Educational Services effective January 14, 2010.

 X Action

 Information

BACKGROUND INFORMATION:

Ms. Filzenger has been recommended to fill the position of Assistant Superintendent of Educational Services. Dr. Chris Oram held the position before being appointed to the position of District Superintendent in October 2009.

CURRENT INFORMATION:

Ms. Filzenger has been an integral part of the National School District since January 1991. She has served as Director of Special Education and Director of Student Support Services.

ADDITIONAL DATA:

None

COST IMPLICATIONS: Assistant Superintendent Salary

FUNDING SOURCE: Unrestricted General Fund monies

GOVERNING BOARD AGENDA ITEM

Agenda Date: January 13, 2010

Prepared by: Michael Castanos
Department: Business Services

AGENDA ITEM:

Approve Audit Report and its findings for the 2008-09 fiscal year.

 X Action

 Information

BACKGROUND INFORMATION:

It is the intent of the Legislature to encourage sound fiscal management practices among school districts for the most efficient and effective use of public funds for the education of the children in California by strengthening fiscal accountability at the district, county, and state level.

Education Code 41020 requires the Governing Board to provide an audit of the books and accounts of the District, including an audit of school district income and expenditures by source of funds. The audit for the preceding fiscal year shall be conducted no later than December 15 and reported to the Board on or before January 31 and filed with the County Superintendent of Schools, the State Department of Education, and the State Controller.

CURRENT INFORMATION:

The annual audit of all funds of National School District for the 2008-09 fiscal year was conducted by Wilkinson & Hadley & Co., LLP, CPA's (Bob Wilkinson, Partner). A copy of the Audit Report is available for review at the National School District Business Office.

Bob Wilkinson will be present at the Board meeting to answer any questions.

ADDITIONAL DATA:

Audit findings and recommendations attached.

COST IMPLICATIONS: N/A

FUNDING SOURCE: N/A

AUDIT FINDINGS AND RECOMMENDATIONS

June 30, 2009

FINANCIAL STATEMENT FINDINGS

FINDING 2009-1 (30000)
STUDENT BODY FUNDS

Criteria or Specific Requirement

Determine that internal controls are in place to properly safeguard student body funds.

Condition

In our examination of student body funds for the Sixth Grade Camp Account, we noted several instances where funds had been collected and then not deposited in the bank accounts until the following month. In addition, we noted that all of the receipts for one of the deposits were written on the day the cash was deposited in the bank, not the day the cash was collected.

Questioned Costs

None

Recommendation

We recommend the District implement procedures to ensure that cash collected is deposited into the bank account in a timely manner. We also recommend that receipts for cash collected be written and given to the payor, the same day the cash is collected.

District Response: 2009-1 (30000)

The District has an existing policy regarding cash collections and deposits. The District will continue to inservice the site administrators and staff on this policy. Once inserviced, the District will then monitor each deposit to ensure that proper internal controls are maintained.

FINANCIAL STATEMENT FINDINGS

FINDING 2009-2 (30000)
INVENTORY

Criteria or Specific Requirement

Determine that internal controls are in place to properly record inventory.

Condition

In our review of inventory in the child nutrition fund, we noted for four of the seven items tested that the inventory price per unit did not match the price of the item on the invoice. The total cost of the inventory variance was not material to the financial statements.

Questioned Costs

None

Recommendation

We recommend that the District implement procedures to ensure that inventory items are carried at the proper cost in the child nutrition fund.

District Response: 2009-2 (30000)

Child Nutrition Services implemented a new inventory system during the 2008-09 fiscal year. The District will undergo a thorough review of the program and the inventory to ensure that all discrepancies are identified and corrected. Once corrected, the system will be monitored on an ongoing basis to ensure accuracy.

FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

None

STATE AWARD FINDINGS AND QUESTIONED COSTS

FINDING 2009-3 (40000)

AFTER SCHOOL EDUCATION AND SAFETY PROGRAM-BEFORE SCHOOL PROGRAM

Criteria or Specific Requirement

Determine that the local education agency operating the After School Education and Safety Program meets the State requirements.

Condition

In our review of early release policy forms and sign-out sheets we noted instances where parents had not signed the early release policy form. We also noted the district did not require a reason the student left early be indicated on the attendance sheet even though the attendance sheet has a column for indicating the reason the student left the program early. Consequently, we could not determine if the students who left the program early should have been counted for attendance purposes.

We also noted that the District did not require a reason for late arrival on the sign-in sheet. Therefore we could not determine if students who arrived late should have been counted for attendance purposes.

Questioned Costs

2,422 days for the month of January.

Recommendation

We recommend the District require and obtain signed early release forms for each student participating in the program. We also recommend that the District require that students who leave the program early provide a reason as to why they are leaving consistent with the early release policy.

We also recommend that the District require that students who arrive late to the Before School Program be required to provide a reason as to their late arrival so it can be determined if the late arrival is consistent with the late arrival policy.

District Response: 2009-3 (40000)

The District, with the assistance of the San Diego County Office of Education, has revised the policies on the four Modified Attendance Authorization Forms. The revised forms are Early Release for After School, Late Arrival for After School, Late Arrival for Before School, and Early Release for Before School. There is now a consistent Single Day Attendance Sheet provided by City Span, the web-based attendance accounting system the District utilizes for attendance. This attendance sheet is used consistently before and after school, utilizing a code to indicate legitimate reasons for early release or late arrival. Each child's Early Release/Late Arrival status is entered into the automated card scanning system. A barcode is designated for all Before and After School students and each student is scanned in and out daily. This is recorded in real time. The automated card scanning system will not count students who are released early or arrive late without a policy signed by the parents. Within the policy, parents indicate the reasons for Early Release/Late Arrival according to the same code indicated on the Single Day Attendance Sheet.

GOVERNING BOARD AGENDA ITEM

Agenda Date: January 13, 2010

Prepared by: Michael Castanos
Department: Business Services

AGENDA ITEM:

Approve Audit Report for the Integrity Charter School and its findings for the 2008-09 fiscal year.

 X Action

 Information

BACKGROUND INFORMATION:

It is the intent of the Legislature to encourage sound fiscal management practices among school districts for the most efficient and effective use of public funds for the education of the children in California by strengthening fiscal accountability at the district, county, and state level.

Education Code 41020 requires the Governing Board to provide an audit of the books and accounts of the District, including an audit of school district income and expenditures by source of funds. The audit for the preceding fiscal year shall be conducted no later than December 15 and reported to the Board on or before January 31 and filed with the County Superintendent of Schools, the State Department of Education, and the State Controller.

CURRENT INFORMATION:

The annual audit of all funds of Integrity Charter School for the 2008-09 fiscal year was conducted by Wilkinson & Hadley & Co., LLP, CPA's (Bob Wilkinson, Partner). A copy of the Integrity Charter School Audit Report is available for review at the National School District Business Office, and the Integrity Charter School.

Bob Wilkinson will be present at the Board meeting to answer any questions.

ADDITIONAL DATA:

Audit findings and recommendations attached.

COST IMPLICATIONS: N/A

FUNDING SOURCE: N/A

AUDIT FINDINGS AND RECOMMENDATIONS

June 30, 2009

No Audit Findings Reported

GOVERNING BOARD AGENDA ITEM

Agenda Date: January 13, 2010

Prepared by: Michael J. Castanos

Department: Business Services

AGENDA ITEM:

Accept the following gifts:

1. \$575.00 from Lifetouch National School Studios to Ira Harbison School to be used for student incentives/awards and instructional materials.
2. \$230.00 from Lifetouch National School Studios to Kimball School to be used for school supplies and related needs.
3. \$120.00 from Wells Fargo Foundation to Kimball School to be used for school supplies and related needs.
4. \$445.00 from Wal-Mart Foundation to Ira Harbison School to be used for student incentives/awards and instructional materials.

 X Action

 Information

BACKGROUND INFORMATION:

- Lifetouch Studios photograph our youngsters on a yearly basis and donate monies back to the schools.
- Wells Fargo is proud to support organizations working to strengthen local communities and improving the quality of life for those who live there. Through Wells Fargo charitable contributions and the efforts of our enthusiastic team member volunteers, they share success within local communities by giving back to non-profit organizations that address vital community needs and issues.
- Education is a cornerstone commitment for Wal-Mart associates. Wal-Mart Stores, Inc. continues to grow and expand support for education initiatives and are proud to support a variety of educational programs in local communities. Last year alone, Wal-Mart gave over \$40 million for the company-wide education initiative.

CURRENT INFORMATION:

Matching funds will not be made available for the 2009-10 school year due to budget constraints.

ADDITIONAL DATA:

National School District appreciates the support of individuals and organizations that contribute to the enhancement of the District's educational programs. These gifts are in keeping with the criteria of Board Policy 3290.

COST IMPLICATIONS: N/A

FUNDING SOURCE: N/A

GOVERNING BOARD AGENDA ITEM

Agenda Date: January 13, 2010

Prepared by: Chris Oram
Department: Administration

AGENDA ITEM:

Presentation regarding a categorical budget update and appropriate uses of these funds.

 Action

 X Information

BACKGROUND INFORMATION:

In the past, as the District has worked to develop budgets, the focus has been on the General Fund. As we have had to make more cuts each year, we have depended more on categorical budgets to fill in the gaps. The Governing Board has asked for a presentation and discussion regarding the appropriate use of categorical funds.

CURRENT INFORMATION:

The Superintendent and Cabinet will present a categorical budget update and review appropriate uses of these funds.

ADDITIONAL DATA:

This will be presented in a Board Workshop format, which will allow for more interaction between the Board and staff.

COST IMPLICATIONS: N/A

FUNDING SOURCE: N/A

GOVERNING BOARD AGENDA ITEM

Agenda Date: January 13, 2010

Prepared by: Chris Oram
Department: Administration

AGENDA ITEM:

Presentation regarding the development of a District Strategic Plan.

 Action

 X Information

BACKGROUND INFORMATION:

Two prospective strategic planning facilitators presented to Augmented Cabinet. The purpose was to provide information about the strategic planning process so that we can evaluate whether this might be something that makes sense for our District. Both facilitators were familiar with and have been trained in the Baldrige Education Criteria for Performance Excellence Framework.

Although this will require the District to spend both time and money to complete, this kind of process is a critical activity, as we continue to struggle with making difficult financial decisions in an era of dwindling resources.

CURRENT INFORMATION:

Dr. Sheridan Barker will discuss how the strategic development process might look in National School District.

ADDITIONAL DATA:

This will be presented in a Board Workshop format, which will allow for more interaction between the Board and staff.

COST IMPLICATIONS: N/A

FUNDING SOURCE: N/A