



# Governing Board Agenda

**March 25, 2009**

## **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, Clerk**

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.

### **Alma Graham, Member**

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

### **James Grier, Jr., President**

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

## **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. 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.

## **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.

## **Compliance with Americans With Disabilities Act**

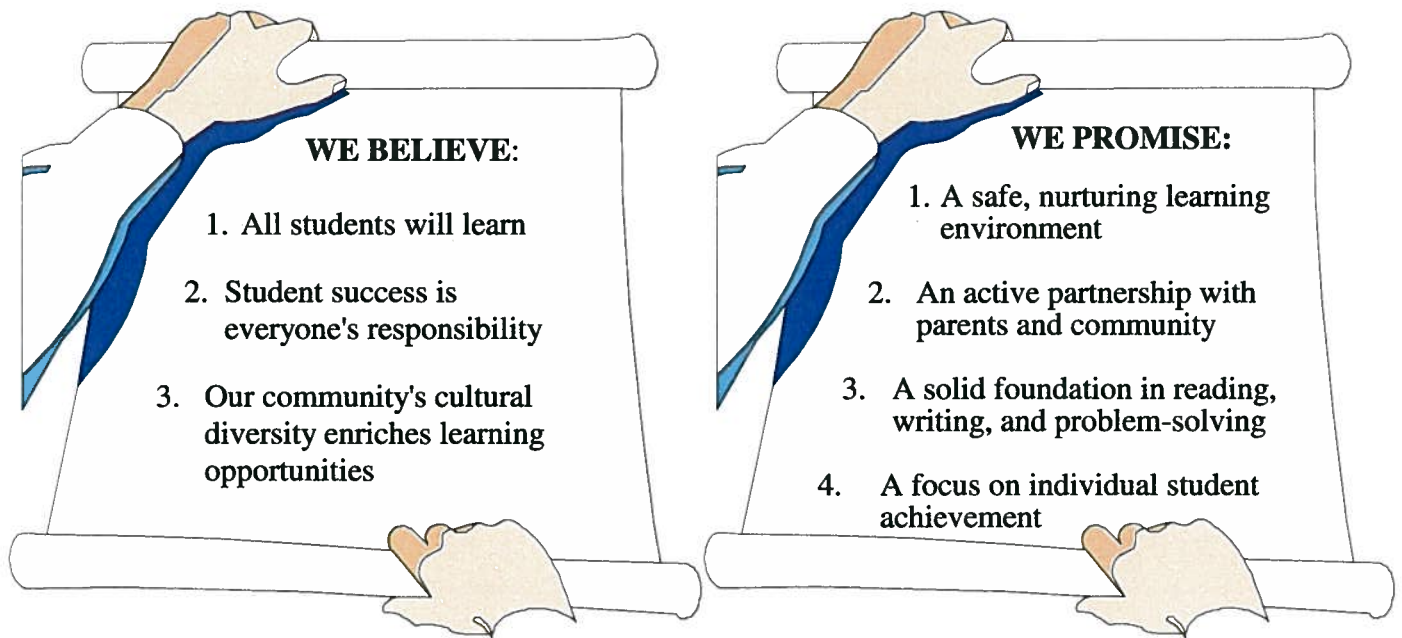
The National School District, in compliance with the Americans with Disabilities Act (ADA), requests individuals who may need special accommodation to access, attend, and/or participate in Board meetings to contact the Superintendent's Office at 619-336-7705 at least 48 hours in advance of the meeting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

March 25, 2009 -- 6:30 p.m.

Closed Session from 5:30 - 6:30 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.**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

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

*Creating Successful Learners... Now*

**ROLL CALL**

**Board:**

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

**Staff:**

Dennis M. Doyle, Ph.D., District Superintendent  
Chris Oram, Ed.D., Assistant Superintendent- Educational Services  
Michael Castanos, Assistant Superintendent-Business Services  
Cindy Frazee, Assistant Superintendent-Human Resources

**1. PRESENTATION**

- A. Presentation on “Sixth Grade Aztec Culture Research Project,” by John Otis School’s sixth grade students.
- B. Recognize Alicia Ventura, John Otis School, as the National School District Volunteer of the Month for March 2009. **(Page 1)**
- C. Introduce and welcome the following new employees: **(Page 2)**

<b>Name</b>	<b>Position</b>	<b>Location</b>
Anna Benavidez	Child Nutrition Services Assistant I	Lincoln Acres School
Melinda Murphy	Child Nutrition Services Assistant I	Kimball 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 meeting held on March 4, 2009. **(Page 3)**
- B. Approve minutes of the regular meeting held on March 11, 2009. **(Page 6)**

**Human Resources**

- C. Ratify/approve recommended actions in personnel activity list. **(Page 13)**
- D. The following employee resignations were accepted by Cindy Frazee, Assistant Superintendent of Human Resources: **(Page 16)**

<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Effective Date of Resignation</b>
Caren Ballestamon	Teacher	Rancho de la Nación School	June 19, 2009
Cristina Cifuentes	Teacher	Central School	June 19, 2009
Maria Henry	Teacher of Special Day Class	Las Palmas School	June 19, 2009
Andrea Padilla	Impact Teacher	Lincoln Acres School	March 25, 2009
Laurie Virtusio	Impact Teacher	Lincoln Acres School	March 26, 2009

**Educational Services**

- E. Approve School Safety Plans for Central, El Toyon, Ira Harbison, Kimball, Las Palmas, Lincoln Acres, Olivewood, John Otis, Palmer Way and Rancho de la Nación Schools. **(Page 17)**
- F. Approve Consultant Contract #CT2559 with Bessie Reddick-Pierce for out-of-state travel request to attend the Parents as Teachers (PAT) Annual Training of Trainers from April 19–22, 2009 in St. Louis, Missouri at a cost not to exceed \$2500 (PAT Training Funds). **(Page 18)**

- G. Adopt Resolution #08-09.30, declaring the week of April 19-25, 2009 as the “Week of the Young Child.” (Page 19)

**Business Services**

- H. Approve/ratify contracts as summarized below: (Page 21)

- 1. Consultant Contracts/Miscellaneous \$0.00

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. Accept the following gifts: (Page 23)

- 1. \$140.00 from Wells Fargo Foundation to Kimball School to be used for school materials and supplies.
  - 2. \$64.64 from Target Take Charge of Education to Kimball School to be used for school materials and supplies.
  - 3. \$115.67 from Target Take Charge of Education to Las Palmas School to be used for classroom materials.

4. \$159.59 from Target Take Charge of Education to Palmer Way School to be used for Sixth Grade Student Account.
5. \$56.94 from Target Take Charge of Education to Olivewood School to be used for materials and supplies.
6. \$144.46 from Washington Mutual to Palmer Way School to be used for Sixth Grade Student Account.
7. \$159.20 from Washington Mutual to Las Palmas School to be used for classroom material.
8. \$25.00 from Tamlyn Kay McKean to Palmer Way School to be used for Sixth Grade Student Account.
9. \$100.00 from Donald H. & Barbara J. Patton to Palmer Way School to be used for Sixth Grade Student Account.
10. \$500.00 from Susan Fryer to Ira Harbison School to be used for cost of transportation to Anza-Borrego Camp.
11. \$300.00 from National City Elementary Teachers Association to Olivewood School to be used for Sixth Grade Camp Scholarship.
12. \$600.00 from Central PTO to Central School to be used for cost of transportation to San Diego Zoo for Kindergarten classes.
13. \$1,000.00 from Mission Federal Credit Union to National School District to be used for the cost of the Adelante Mujer Conference.
14. \$500.00 from Scholarship America – Target Field Trip Grants Program to Lincoln Acres School to be used for cost of transportation for third grade field trip.
15. \$580.00 from SHARP Healthcare to National School District to be used for one Wii game console and two Wii Fitness games for the Child Nutrition Contest.
16. \$200.00 of gardening supplies from Mr. Roger Lively and Family to the Preschool Center in memory of Sue Lively, former National School District Preschool Teacher.
17. \$250.00 from San Diego National Bank to Olivewood School to be used for 3<sup>rd</sup> Grade rewards and supplies.

District Superintendent's Recommendation: Accept gifts.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

**9. HUMAN RESOURCES**

- A. Approve revisions to the classified job descriptions of Child Nutrition Services Warehouse Clerk and Assistant Buyer/Storekeeper. **(Page 25)**

District Superintendent's Recommendation: Approve revisions.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

**10. BOARD/CABINET COMMUNICATIONS**

**11. ADJOURNMENT**

Note: The next regularly scheduled Board Meeting is scheduled to begin at 6:30 p.m. on April 29, 2009, at the Administration Center.



## GOVERNING BOARD AGENDA ITEM

Agenda Date: March 25, 2009  
Prepared by: Cindy Frazee  
Department: Human Resources

### AGENDA ITEM:

Introduce and welcome the following new employees:

<b>Name</b>	<b>Position</b>	<b>Location</b>
Anna Benavidez	Child Nutrition Services Assistant I	Lincoln Acres School
Melinda Murphy	Child Nutrition Services Assistant I	Kimball School

       **Action**

  **X**   **Information**

### BACKGROUND INFORMATION:

The aforementioned employees were approved at the March 11, 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

March 4, 2009

Closed session was held from 5:30 p.m. to 6:30 p.m. President Grier announced that the Board held closed session in accordance with Government Code Section 54956(c): Conference With Legal Counsel—Anticipated Litigation; Government Code Section 54957: Public Employee Discipline/Dismissal/Release and Government Code Section 54957.6: Conference with Labor Negotiator, Cindy Frazee, Employee organization: National City Elementary Teachers Association. Dennis Doyle was present from 5:30 p.m. to 6:30 p.m. All Board members were present. Dr. Doyle, Mike Castanos, Cindy Frazee, Chris Oram, Jennifer Carbuccia and Richard Currier were present from 5:30 p.m. to 6:30 p.m.

**CLOSED  
SESSION**

The public meeting was called to order by President Grier at 6:35 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 Graham

**ROLL CALL**

Members Absent: None

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

Staff Absent: None

**PUBLIC COMMUNICATIONS**

**PUBLIC  
COMMUNICATIONS**

Linda Cartwright, NCETA, spoke regarding non-reelects, RIFs and negotiations.

Linda Cartwright

Michelle Gates, Las Palmas parent and teacher, spoke regarding class size expansion.

Michelle Gates

## **GENERAL FUNCTIONS**

Rosie Alvarado moved and Alma Graham seconded to adopt resolution #08-09.24, terminating certificated employee(s) in accordance with Education Code section 44955(b). The motion carried 5-0-0.

Alma Graham moved and Rosie Alvarado seconded to adopt resolution #08-09.25, on criteria to determine the order of termination as between certificated employees who first rendered paid service to the District on the same date. The motion carried 5-0-0.

## **Closed Session Announcement**

James Grier, Jr. announced that in Closed Session the Board took action to send notice pursuant to Education Code Section 44929.21 to the following probationary certificated employees: 464-063, 304-265, 389-366, 406-237, 352-118, and 484-414.

## **BOARD/CABINET COMMUNICATIONS**

Barbara Avalos thanked everyone for attending the Board meeting and sharing their feelings with the Board. She said this is the saddest meeting she has attended.

Anne Campbell stated that while it may have seemed that there wasn't much discussion regarding the actions taken tonight, there have been ongoing discussions for several months. She shared that the District has been cutting expenses for the past six years and must make more cuts. She stated that this decision was not made lightly and the Board hopes that between now and May there is good news and hopes the number of layoffs will be reduced.

Alma Graham concurred with Ms. Campbell. She said that this has been the most difficult decision she has had to make in 16 years of service to the District. She hopes the number of layoffs will be reduced with retirements.

Rosie Alvarado concurred with Ms. Campbell and Mrs. Graham. She stated that the District has been fortunate in avoiding layoffs up to this point.

## **GENERAL FUNCTIONS**

Adopted Resolution  
#08-09.24

Adopted Resolution  
#08-09.25

## **Closed Session Announcement**

## **BOARD/CABINET COMMUNICATIONS**

Barbara Avalos

Anne Campbell

Alma Graham

Rosie Alvarado

Cindy Frazee concurred with the sentiments of the Board. She stated that these are difficult times and losing any members of our District is painful. Everyone in the District contributes to the education of our children and is important to the success of what we need to do.

Cindy Frazee

Mike Castanos concurred with the sentiments of the Board. He shared that in all his years in public education this is the first time he has been involved in layoffs. He gives credit to the Board for doing such a good job in the past few years of declining enrollment.

Mike Castanos

Chris Oram shared that he has been with the District for 30 years and has been through layoffs once before. It is difficult to make decisions that affect people. He stated that the National School District family is getting smaller but we need to come together and support each other.

Chris Oram

Dennis Doyle shared that he is filled with a great deal of sadness that the District has had to take these actions. He stated that the District values each employee and knows it will be challenging, as we move forward, to do more with less.

Dennis Doyle

James Grier, Jr. stated that these are challenging times. He shared that he spoke before the Association of California School Administrators this morning and other districts are in the same situation as National School District. He stated that when the District loses people, it loses part of the family. He thanked everyone for their support.

James Grier, Jr.

## **ADJOURNMENT**

## **ADJOURNMENT**

The meeting was adjourned at 6:58 p.m.

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

Administrative Ctr.  
1500 N Avenue  
National City, CA

March 11, 2009

Closed session was held from 5:31 p.m. to 6:37 p.m. President Grier announced that the Board held closed session in accordance with Government Code Section 54957: Public Employee Discipline/Dismissal/Release and Government Code Section 54957.6: Conference with Labor Negotiator, Cindy Frazee, Employee organization: National City Elementary Teachers Association. Dennis Doyle was present from 5:31 p.m. to 6:25 p.m. All Board members were present. Mike Castanos, Cindy Frazee and Chris Oram were present from 5:31 p.m. to 6:25 p.m.

**CLOSED  
SESSION**

The public meeting was called to order by President Grier at 6:40 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 Graham

**ROLL CALL**

Members Absent: None

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

Staff Absent: None

**PRESENTATIONS**

**PRESENTATIONS**

A student from Olivewood School sang the Star Spangled Banner. Superintendent, Dennis Doyle, presented him with a certificate and book.

Olivewood School  
Presentation

Recognized the Preschool Inclusion Team at Olivewood and Kimball Schools. The teachers are: Yadira Nunez, Shannon Toohey, Sarah Cancel and Rosie Macias.

Employees of the  
Month of March

Rita Palet, Associate Director of the Early Childhood Program, and Anita Macy, Program Specialist, introduced the Preschool Inclusion Team: Yadira Nunez, Shannon Toohey, Sarah Cancel and Rosie Macias.

Yadira Nunez,  
Shannon Toohey,  
Sarah Cancel and  
Rosie Macias

On behalf of the Governing Board, Barbara Avalos and Alma Graham presented each member of the Preschool Inclusion Team with a certificate, a District logo lapel pin, and a District logo watch.

Cindy Frazee, Assistant Superintendent of Human Resources, introduced and welcomed the following new employee:

Introduced and  
welcomed new  
employee

Name	Position	Location
Evy Roberts	Teacher	Lincoln Acres School

## **PUBLIC COMMUNICATIONS**

## **PUBLIC COMMUNICATIONS**

Brian Clapper, El Toyon PTO, spoke regarding the El Toyon Sixth Grade spaghetti dinner.

Brian Clapper

## **AGENDA**

## **AGENDA**

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

Approved consent  
calendar

### **Minutes**

### **Minutes**

Approved minutes of the special meeting held on February 24, 2009.

Approved minutes

Approved minutes of the regular meeting held on February 25, 2009.

Approved minutes

### **Human Resources**

### **Human Resources**

Ratified/approved recommended actions in personnel activity list.

Ratified/approved  
recommended  
actions in personnel  
activity list

**Educational Services**

Approved overnight study trip for two groups of thirty fifth grade students to attend the Anza-Borrego Environmental Camp Program March 23-25 or 25-27, 2009 in the Anza Borrego Desert.

Approved School and District Accountability Report Cards for the 2008-09 school year. See Exhibit A.

**Business Services**

Adopted Resolution #08-09.26 declaring March 2009 National Nutrition Month.

Adopted Resolution #08-09.27 declaring the month of April 2009 as "California Earthquake Preparedness Month."

Approved the District Annual Developer Fee Report for Fiscal Year 2007-08.

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

I. Purchase Orders #A03781, #F80503-F80531, #P90754-P90831 and #S04411-S04428	\$	116,271.91
II. Child Nutrition Purchase Orders #9341-9358	\$	279,061.41
III. Child Nutrition Checks #10330-10348	\$	283,540.06
IV. Consultant Contracts (not to exceed \$500 each)	\$	0.00
V. Commercial Warrants	\$	1,309,104.14
VI. Miscellaneous Contracts	\$	0.00
VII. Revolving Cash Fund Business I (month ending February 28, 2009)	\$	2,153.00
VIII. Revolving Cash Fund Business II (month ending February 28, 2009)	\$	3.00

**Educational Services**

Approved overnight study trip

Approved Accountability Report Cards

**Business Services**

Adopted Resolution #08-09.26

Adopted Resolution #08-09.27

Approved Report

Ratified/approved purchase orders, contracts, and warrants

## GENERAL FUNCTIONS

Anne Campbell moved and Rosie Alvarado seconded to adopt Resolution #08-09.28 regarding absence of Board Member Alma Graham due to illness.  
The motion carried 5-0-0.

Alma Graham moved and Anne Campbell seconded to adopt Resolution #08-09.29 declaring the month of April 2009 as Public Schools Month and the week of April 20-24, 2009, as Public Schools Week.  
The motion carried 5-0-0.

Anne Campbell moved and Alma Graham seconded to approve the Quarterly Report to the San Diego County Office of Education on *Williams* Complaints.  
The motion carried 5-0-0.

## POLICIES, REGULATIONS, BYLAWS

### First Reading – No Action Required

None

### Second Reading and Adoption

Rosie Alvarado moved and Alma Graham seconded to adopt Board Policies and Administrative Regulations from California School Boards Association updates of November 2008 as follows: (See Exhibit A from the February 25, 2009 agenda.) The motion carried 5-0-0.

- 0000 Philosophy-Goals-Objectives and Comprehensive Plans
- 1000 Community Relations
- 3000 Business and Non-Instructional Operations
- 4000 Personnel
- 5000 Students
- 6000 Instruction
- 9000 Bylaws of the Board

## EDUCATIONAL SERVICES

None

## GENERAL FUNCTIONS

Adopted Resolution #08-09.28

Adopted Resolution #08-09.29

Approved Quarterly Report

## POLICIES, REGULATIONS, BYLAWS

### First Reading

None

### Second Reading and Adoption

Adopted Board Policies & Administrative Regulations from CSBA updates of: 11/08

## EDUCATIONAL SERVICES

None

## BUSINESS SERVICES

Anne Campbell moved and Alma Graham seconded to approve the Positive Certification and Budget Revisions for the Second Period Interim Financial Report as of January 31, 2009 (see Exhibit C available in Business Services for review). After discussion, the motion carried 5-0-0.

Anne Campbell moved and Alma Graham seconded to accept the following gifts:

1. \$100.00 from Janene & Daniel Jones to Ira Harbison School to be used to sponsor a student for 6<sup>th</sup> Grade Camp.
2. \$969.97 from Central Elementary PTO to Central School to be used for GATE Student Activity Funds.
3. \$1,544.80 from Central Elementary PTO to Central School to be used for Star of India fieldtrip.
4. \$2,000 from The San Diego Foundation to Central School to be used for Star of India fieldtrip.
5. \$300.00 from National City Elementary Teachers Association to Ira Harbison School to be used to sponsor students for 6<sup>th</sup> Grade Camp.
6. \$75.00 from Linda Meier to Palmer Way School to be used to sponsor a student for 6<sup>th</sup> Grade Camp.
7. \$100.00 from Gina Mazeau to Palmer Way School to be used to sponsor a student for 6<sup>th</sup> Grade Camp.
8. \$100.00 from Janet Malek to Palmer Way School to be used to sponsor a student for 6<sup>th</sup> Grade Camp.
9. \$282.00 from Lifetouch to Palmer Way School to be used to sponsor students for 6<sup>th</sup> Grade Camp.

The motion carried 5-0-0.

## HUMAN RESOURCES

None

## BUSINESS SERVICES

Approved: Positive Certification & Budget Revisions for Second Period Interim Financial Report

Accepted gifts from:

Janene & Daniel Jones  
Central Elementary PTO  
Central Elementary PTO  
San Diego Foundation  
NCETA  
Linda Meier  
Gina Mazeau  
Janet Malek  
Lifetouch

None

## **Closed Session Announcement**

James Grier, Jr. announced that in Closed Session the Board took action to rescind the notice pursuant to Education Code Section 44929.21 to the following probationary certificated employees: 304-265, 352-118, and 484-414. The Assistant Superintendent of Human Resources has accepted their written resignations.

## **BOARD/CABINET COMMUNICATIONS**

Barbara Avalos shared that she has had the privilege of visiting some of the schools in the District. She thanked Dr. Doyle for being a great Superintendent to her as a new Board member.

Anne Campbell congratulated the Preschool Inclusion Team. She stated that the District has made wonderful strides in Early Childhood Education, which is shown by the academic success of our students as they go to Kindergarten and beyond.

Alma Graham congratulated the Preschool Inclusion Team. She asked Mr. Clapper to confirm the date and time of the El Toyon Sixth Grade spaghetti dinner. The dinner will be held on March 19 from 6:00-7:30 p.m.

Rosie Alvarado asked Mrs. Hayes for clarification on the logistics of the overnight trip to Anza-Borrego Environmental Camp Program.

Cindy Frazee congratulated the Preschool Inclusion Team.

Mike Castanos congratulated the Preschool Inclusion Team.

Chris Oram congratulated the Preschool Inclusion Team. He also acknowledged the hard work and dedication of Rita Palet and Katie Filzenger and their staff in making this program a success.

Katie Filzenger stated that the Special Education Department always has wonderful ideas and Rita Palet has helped to make the preschool inclusion program come to fruition. She stated that the preschool students with special needs, who are in the inclusion program, don't see themselves as different, which is how it should be. She also commended Carolyn Kmet-Moran on her work with her visually impaired student. She is the only general education teacher who has had a visually impaired student in grades K-6 and she has done a fabulous job.

## **Closed Session Announcement**

## **BOARD/CABINET COMMUNICATIONS**

Barbara Avalos

Anne Campbell

Alma Graham

Rosie Alvarado

Cindy Frazee

Mike Castanos

Chris Oram

Katie Filzenger

Dennis Doyle thanked Mission Federal Credit Union for their support in underwriting the cost for District students and parents to attend the Adelante Mujer Conference this past Saturday.

Dennis Doyle

James Grier, Jr. congratulated the Preschool Inclusion Team. He stated that the inclusion program at Olivewood School is very innovative and it is treat to have these teachers on our staff.

James Grier, Jr.

## **ADJOURNMENT**

The meeting was adjourned at 7:17 p.m.

## **ADJOURNMENT**

**GOVERNING BOARD AGENDA ITEM**

Agenda Date: March 25, 2009

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**  
**March 25, 2009**

**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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**Retirement**

None				
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**CLASSIFIED STAFF RECOMMENDATIONS**  
**March 25, 2009**

**Name**                      **Position**                      **Effective Date**                      **Placement**                      **Funding Source**

**Employment**

None				
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**Temporary Employment**

None				
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**Contract Extension/Change**

1. Ramona Stanard	From Transportation Assistant/ School Bus Driver to Transportation Supervisor 8 hours per day 12 months per year	March 26, 2009	Range 40S, Step 1	General Fund
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**Unpaid Leave of Absence**

None				
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**Retirement**

None				
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## GOVERNING BOARD AGENDA ITEM

Agenda Date: March 25, 2009  
Prepared by: Cindy Frazee  
Department: Human Resources

### AGENDA ITEM:

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

<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Effective Date of Resignation</b>
Caren Ballestamon	Teacher	Rancho de la Nación School	June 19, 2009
Cristina Cifuentes	Teacher	Central School	June 19, 2009
Maria Henry	Teacher of Special Day Class	Las Palmas School	June 19, 2009
Andrea Padilla	Impact Teacher	Lincoln Acres School	March 25, 2009
Laurie Virtusio	Impact Teacher	Lincoln Acres School	March 26, 2009

\_\_\_\_\_ **Action**

  **X**   **Information**

### BACKGROUND INFORMATION:

None

### CURRENT INFORMATION:

None

### ADDITIONAL DATA:

None

**COST IMPLICATIONS:** N/A

**FUNDING SOURCE:** N/A

## GOVERNING BOARD AGENDA ITEM

Agenda Date: March 25, 2009

Prepared by: Katie Filzenger  
Department: Educational Services

### AGENDA ITEM:

Approve School Safety Plans for Central, El Toyon, Ira Harbison, Kimball, Las Palmas, Lincoln Acres, Olivewood, John Otis, Palmer Way and Rancho de la Nación Schools.

  X   Action

       Information

### BACKGROUND INFORMATION:

Senate Bill 187 required that all schools develop a comprehensive school safety plan by September 1, 1998. This Plan was to be developed and approved by the School Site Council. Schools complied with that mandate and the School Board approved all school plans in June 1998. Schools have continued to update and refine these School Safety Plans since that time.

The intent of the State Legislature was to "...unite all existing statutes that relate to school safety and ensure compliance with their provisions by including those requirements in each school's comprehensive plan." The required elements of the plan include, at a minimum:

1. Assess current school crime
2. Identify safe school strategies and programs
3. Address the school's procedure for complying with existing laws relating to school safety
4. Develop a School Crisis Response Plan

### CURRENT INFORMATION:

School District Policy requires that School Safety Plans be updated and approved by the School Site Council each year. It further requires that the Governing Board approve the Plans each school year. Schools have complied with this policy and are presenting the revised Plans for approval by the Board. Plans are available for review at the school sites.

### ADDITIONAL DATA:

None

**COST IMPLICATIONS:** None

**FUNDING SOURCE:** N/A

## GOVERNING BOARD AGENDA ITEM

Agenda Date: March 25, 2009

Prepared by: Katie Filzenger  
Department: Educational Services

### AGENDA ITEM:

Approve Consultant Contract # CT2559 with Bessie Reddick-Pierce for out-of-state travel request to attend the Parents as Teachers (PAT) Annual Training of Trainers from April 19 – 22, 2009 in St. Louis, Missouri at a cost not to exceed \$2500.

  X   Action

       Information

### BACKGROUND INFORMATION:

As the West Coast training site for the Parents as Teachers (PAT) program, we are required to provide on-going training for our certified trainers yearly. We have sent our certified trainers to the Annual PAT Conference each year in order to update their skills and knowledge of new PAT curriculum. These updated skills and curriculum knowledge are essential, in order to provide training for school districts and agencies throughout the region. These training sessions have earned funds for the District PAT Program. Our community directly benefits, as these earnings are used to fund additional PAT staff to serve families in National City.

### CURRENT INFORMATION:

The National School District Parents as Teachers training site provides a variety of training programs for agencies and school districts throughout California. The National PAT Center requires two certified trainers for each group of twenty or more participations. Our certified Parents as Teachers trainers are Lydia Rodriguez and Bessie Reddick-Pierce. Although our PAT Trainer Ms. Lydia Rodriguez will not attend this training, as she will be retiring this year, we have an agreement with the PAT National Organization to support Ms. Pierce to attend this training and conference.

### ADDITIONAL DATA:

None

**COST IMPLICATIONS:** Not to exceed \$2500

**FUNDING SOURCE:** PAT Training Funds

## GOVERNING BOARD AGENDA ITEM

Agenda Date: March 25, 2009

Prepared by: Rita Palet

Department: Educational Services

### AGENDA ITEM:

Adopt Resolution #08-09.30, declaring the week of April 19-25, 2009 as the "Week of the Young Child."

  X   Action

       Information

### BACKGROUND INFORMATION:

The "Week of the Young Child," sponsored by the National Association for the Education of the Young Child, began in 1971. The purpose of the week is to impress upon the public the importance of the young child and his/her family, as well as the importance of, and the need for, quality early childhood education. In recognition of this, each year the Governing Board adopts a resolution honoring "The Week of the Young Child".

### CURRENT INFORMATION:

Governing Board members, District administrators and interested community members are invited to visit one or all nine National School District Early Childhood Education sites during the week of April 19-25, 2009.

### ADDITIONAL DATA:

None

**COST IMPLICATIONS:** N/A

**FUNDING SOURCE:** N/A

**RESOLUTION #08-09.30**

**RESOLUTION OF THE GOVERNING BOARD OF  
NATIONAL SCHOOL DISTRICT TO RECOGNIZE THE  
"WEEK OF THE YOUNG CHILD"**

**WHEREAS**, the Governing Board supports optimal development for each child, and

**WHEREAS**, the Governing Board supports the concept of providing opportunities for parents to increase their understanding and knowledge of child growth and development, and

**WHEREAS**, childhood is the time to develop interests, skills, and aptitudes which will last a lifetime, and

**WHEREAS**, the importance of early childhood education is properly and widely recognized.

**NOW THEREFORE, BE IT RESOLVED**, that the Governing Board of National School District names and declares the week of April 19-25, 2009 "The Week of the Young Child" in each of the schools under its supervision. The Governing Board, for its own part, commits itself to a partnership with parents in a continued dedication to early childhood education programs in National School District which are relevant to the needs of the children placed in its care and which will reach and positively influence each child consistent with his/her needs and capabilities.

**PASSED AND ADOPTED** by the Governing Board of National School District of San Diego County, California, this 25th day of March 2009 by the following vote:

AYES:

NOES:

ABSENT:

STATE OF CALIFORNIA )  
                                  SS)  
COUNTY OF SAN DIEGO)

I, Dennis M. Doyle, PhD., Secretary to the Governing Board of National School District in San Diego County, California, do hereby certify that the foregoing is a true copy of a resolution adopted by said Board at a regular meeting thereof, held at its regular place of meeting at the time and by the vote above stated, which resolution is on file in the office of said Board.

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Secretary to the Governing Board

**GOVERNING BOARD AGENDA ITEM**

Agenda Date: March 25, 2009

Prepared By: Michael J. Castanos

Department: Business Services

**AGENDA ITEM:**

Approve/ratify contracts as summarized below:

1. Consultant Contracts/Miscellaneous \$0.00

  X   Action

       Information

**BACKGROUND INFORMATION:**

None

**CURRENT INFORMATION:**

See attached.

**ADDITIONAL DATA:**

None

**COST IMPLICATIONS:** See attached

**FUNDING SOURCE:** Various funds are included in the above summary

**CONSULTANT CONTRACT**

**(Not to Exceed \$500.00 each)**

CT2560	San Diego County Fair	Music Mania Assembly	April 28, 2009	Palmer Way School	Free
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**MISCELLANEOUS CONTRACTS**

None

## GOVERNING BOARD AGENDA ITEM

Agenda Date: March 25, 2009

Prepared by: Michael J. Castanos

Department: Business Services

### AGENDA ITEM:

Accept the following gifts:

1. \$140.00 from Wells Fargo Foundation to Kimball School to be used for school materials and supplies.
2. \$64.64 from Target Take Charge of Education to Kimball School to be used for school materials and supplies.
3. \$115.67 from Target Take Charge of Education to Las Palmas School to be used for classroom materials.
4. \$159.59 from Target Take Charge of Education to Palmer Way School to be used for Sixth Grade Student Account.
5. \$56.94 from Target Take Charge of Education to Olivewood School to be used for materials and supplies.
6. \$144.46 from Washington Mutual to Palmer Way School to be used for Sixth Grade Student Account.
7. \$159.20 from Washington Mutual to Las Palmas School to be used for classroom material.
8. \$25.00 from Tamlyn Kay McKean to Palmer Way School to be used for Sixth Grade Student Account.
9. \$100.00 from Donald H. & Barbara J. Patton to Palmer Way School to be used for Sixth Grade Student Account.
10. \$500.00 from Susan Fryer to Ira Harbison School to be used for cost of transportation to Anza-Borrego Camp.
11. \$300.00 from National City Elementary Teachers Association to Olivewood School to be used for Sixth Grade Camp Scholarship.
12. \$600.00 from Central PTO to Central School to be used for cost of transportation to San Diego Zoo for Kindergarten classes.
13. \$1,000.00 from Mission Federal Credit Union to National School District to be used for the cost of the Adelante Mujer Conference.
14. \$500.00 from Scholarship America – Target Field Trip Grants Program to Lincoln Acres School to be used for cost of transportation for third grade field trip.
15. \$580.00 from SHARP Healthcare to National School District to be used for one Wii game console and two Wii Fitness games for the Child Nutrition Contest.
16. \$200.00 of gardening supplies from Mr. Roger Lively and Family to the Preschool Center in memory of Sue Lively, former National School District Preschool Teacher.
17. \$250.00 from San Diego National Bank to Olivewood School to be used for 3<sup>rd</sup> Grade rewards and supplies.

  X   Action

       Information

## **BACKGROUND INFORMATION:**

- 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.
- Target donations are the result of families, teachers and friends of our school participating in the Target Take Charge of Education School Fundraising Program. Over eight million Target guests have designated their favorite school to receive donations and Target has donated more than \$68 million to eligible K-12 schools across the country.
- Washington Mutual's WaMoola for Schools program is a special program created to support K-12 schools. All Washington Mutual employees and customers are asked to pick a school to support. Once they've enrolled into the program, they earn points for their designated school every time they use their Washington Mutual Visa Check Card for everyday purchases such as buying groceries, going to the movies or buying a cup of coffee. Every purchase earns a point. At the end of the year, Washington Mutual converts the points into a donation.
- Tamlyn Kay McKean is a Fourth Grade Teacher for the National School District with an interest in supporting Sixth Grade Camp.
- Donald H. & Barbara J. Patton are community members with an interest in supporting Sixth Grade Camp.
- Susan Fryer is a community member with an interest in supporting youth.
- The National City Elementary Teachers Association is the collective bargaining unit representing teachers in the National School District.
- Central School PTO works throughout the year to support various programs at Central School.
- Mission Federal Credit Union is a not-for-profit financial cooperative with an interest in supporting youth.
- Scholarship America is a non-profit, private sector that has been developed to mobilize America through scholarships and educational support.
- Sharp Healthcare is a not-for-profit integrated regional health care delivery system with an interest in supporting youth.
- Mr. Lively & Family are community members with an interest in supporting youth.
- San Diego National Bank is a local business with an interest in supporting youth.

## **CURRENT INFORMATION:**

Matching funds will not be made available for the 2008-09 school year due to budget constraints.

## **ADDITIONAL INFORMATION:**

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: March 25, 2009

Prepared by: Cindy Frazee

Department: Human Resources

### AGENDA ITEM:

Approve revisions to the classified job descriptions of Child Nutrition Services Warehouse Clerk and Assistant Buyer/Storekeeper.

  X   Action

       Information

### BACKGROUND INFORMATION:

The job descriptions for these positions were revised based upon changes in the purpose statement and essential functions for these two positions. The changes were negotiated and agreed upon with CSEA.

### CURRENT INFORMATION:

None

### ADDITIONAL DATA:

None

**COST IMPLICATIONS:** N/A

**FUNDING SOURCE:** N/A

C. Anaya 3/18/09

Scott A. Khan 03/18/09  
CSEA President

**JOB DESCRIPTION**  
**National School District**

**CHILD NUTRITION SERVICES WAREHOUSE CLERK**

**Purpose Statement:**

The job of Child Nutrition Services Warehouse Clerk is done for the purpose/s of pulling and delivering orders to district child nutrition services facilities; verifying stock and identifying losses; and maintaining an organized layout and safe work environment.

**Essential Functions**

- Assists in receiving stock and non-stock items for the purpose of ensuring specifications, quantity and quality of orders are correct.
- Cleans warehouse, refrigerator, and freezer for the purpose of maintaining an organized layout and safe work environment.
- Conducts physical inventories monthly for the purpose of verifying stock and identifying losses.
- Drives delivery vehicle for the purpose of transporting orders to designated sites.
- Inspects warehouse and delivery equipment for the purpose of maintaining items in safe operating condition.
- Performs routine maintenance on vehicle (e.g. gas, oil, water, battery, windshield/lenses, clean inside/outside, report any problems, etc.) for the purpose of maintaining vehicle in a safe operating condition.
- Processes deliveries and/or materials (e.g. food, supplies, signs delivery slips, pulling orders) for the purpose of disseminating and/or materials to appropriate parties.
- Responds to inquiries for the purpose of providing requested information and/or referring to appropriate resources.
- Stores stock and non-stock items (e.g. inspects for damage, rotates stock, reviews discrepancies, dates, etc.) for the purpose of ensuring specifications, quantity and quality of orders are correct.

**Other Functions**

- Assists other personnel as may be required for the purpose of supporting them in the completion of their work activities.

**Job Requirements: Minimum Qualifications**

**Skills, Knowledge and Abilities**

SKILLS are required to perform single, technical tasks with a potential need to upgrade skills in order to meet changing job conditions. Specific skills required to satisfactorily perform the functions of the job include: using material handling equipment including operating forklifts, pallet jacks, hand trucks etc.; preparing accurate records; operating standard office equipment; and adhering to safety practices.

KNOWLEDGE is required to perform basic math; understand written procedures, write routine documents, and speak clearly; and understand complex, multi-step written and oral instructions. Specific knowledge required to satisfactorily perform the functions of the job includes: food safety; methods of receiving, storage, delivery of materials and rotating food items; and methods of materials handling and knowledge of district geography.

ABILITY is required to schedule activities; collate data; and consider a number of factors when using equipment. Flexibility is required to work with others in a variety of circumstances; work with data utilizing specific, defined processes; and operate equipment using a variety of standardized methods. Ability is also required to work with a wide diversity of individuals; work with specific, job-related data; and utilize a variety of job-related equipment. In working with others, some problem solving may be required to identify issues and select action plans. Problem solving with data requires following prescribed guidelines; and problem solving with equipment is limited to moderate. Specific abilities required to satisfactorily perform the functions of the job include: meeting deadlines and schedules; setting priorities; and working as part of a team.

**Responsibility**

Responsibilities include: working with immediate supervision; providing information and/or advising others; and operating within a defined budget. Utilization of resources from other work units may be required to perform the job's functions. There is a continual opportunity to impact the Organization's services.

**Working Environment**

The usual and customary methods of performing the job's functions require the following physical demands: significant lifting, carrying, pushing, and/or pulling; some climbing and balancing; frequent stooping, kneeling, crouching, and/or crawling; and significant fine finger dexterity. Generally the job requires 20% sitting, 40% walking, and 40% standing. The job is performed under some temperature extremes and some hazardous conditions.

**Experience** No job related experience is required.

**Education** High School diploma or equivalent.

**Required Testing**

- Pre-Employment Drug Screening
- Pre-Placement Physical Exam
- Pre-Employment Proficiency Test

**Certificates & Licenses**

- Valid State Driver's License & Evidence of Insurability
- Forklift Operator's Certificate

**Continuing Educ. / Training**

- Maintain Certification(s)

**Clearances**

- Criminal Justice/Fingerprint Clearance
- Tuberculosis Clearance

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**FLSA Status**

Non Exempt

**Approval Date**

4/24/2002

**Salary Grade**

Clsfd 20

C. Tracy 3/18/09

John A. Flan 03/18/09  
CSEA President

**JOB DESCRIPTION**  
**National School District**

**ASSISTANT BUYER/STOREKEEPER**

**Purpose Statement:**

The job of Assistant Buyer/Storekeeper is done for the purpose/s of assisting, under the direction of the Purchasing Supervisor, in maintaining warehouse inventory levels; maintaining records in compliance with established regulations; conveying information; receiving Child Nutrition Services stock; assisting in receiving warehouse stock ensuring specifications, quantity, and quality of orders are correct; providing support to the Buyer/Storekeeper; and assisting in the timely delivery of warehouse stores throughout the District.

**Essential Functions**

- Assists with physical inventories for the purpose of verifying stock and identifying losses.
- Cleans warehouse and work areas for the purpose of ensuring a safe and efficient workplace.
- Evaluates requisitions for the purpose of ensuring accuracy and/or filling orders.
- Maintains various files (e.g. purchase orders, filled requisitions, etc.) for the purpose of providing required documentation and historical information.
- Monitors and updates electronic purchasing system (e.g. user options, routing, passwords, default options, etc.) for the purpose of ensuring accuracy of electronic purchase orders.
- Performs duties of Buyer/Storekeeper as needed for the purpose of maintaining efficiency and effectiveness of the work unit.
- Prepares a variety of reports and documents (e.g. purchase orders, correspondence, requisitions, monthly reports, instructions, training manuals, etc.) for the purpose of disseminating information and/or maintaining an up-to-date trail for reference or audit.
- Processes requisitions, adjustments, purchase orders, on-line orders, mail, etc. for the purpose of ensuring the availability of items as needed and/or disseminating items/materials.
- Provides technical support for electronic requisition system for the purpose of ensuring accuracy of data and processing.
- Receives stock for the purpose of ensuring specifications, quantity and quality of orders are correct.
- Researches discrepancies in deliveries, invoices, auditing, etc. for the purpose of tracking items, resolving complaints and/or ensuring accuracy of invoices.
- Responds to inquiries for the purpose of resolving problems and/or providing information and/or direction regarding the status of orders/deliveries.
- Trains staff in the use of electronic requisition system for the purpose of ensuring the efficient use of on-line ordering.

**Other Functions**

- Assists other personnel for the purpose of supporting them in the completion of their work activities.
- Attends meetings for the purpose of receiving and/or conveying information.

**Job Requirements: Minimum Qualifications**

**Skills, Knowledge and Abilities**

SKILLS are required to perform single, technical tasks with a need to occasionally upgrade skills in order to meet changing job conditions. Specific skills required to satisfactorily perform the functions of the job include: adhering to safety practices; operating equipment used in the warehouse; operating standard office equipment including pertinent software applications; and preparing and maintaining accurate records.

KNOWLEDGE is required to perform basic math, including calculations using fractions, percents, and/or ratios; read a variety of manuals, write documents following prescribed formats, and/or present information to others; and analyze situations to define issues and draw conclusions. Specific knowledge required to satisfactorily perform the functions of the job includes: safety practices and procedures; and warehousing and purchasing

ABILITY is required to schedule activities; gather, collate, and/or classify data; and consider a number of factors when using equipment. Flexibility is required to work with others in a variety of circumstances; work with data utilizing defined but different processes; and operate equipment using a variety of standardized methods. Ability is also required to work with a diversity of individuals and/or groups; work with a variety of data; and utilize a variety of types of job-related equipment. In working with others, some problem solving may be required to identify issues and select action plans. Problem solving with data requires independent interpretation of guidelines; and problem solving with equipment is moderate. Specific abilities required to satisfactorily perform the functions of the job include: communicating with diverse groups; meeting deadlines and schedules; setting priorities; working as part of a team; and working with constant interruptions.

**Responsibility**

Responsibilities include: working under limited supervision following standardized practices and/or methods; leading, guiding, and/or coordinating others; and tracking budget expenditures. Utilization of resources from other work units may be required to perform the job's functions. There is some opportunity to impact the Organization's services.

**Working Environment**

The usual and customary methods of performing the job's functions require the following physical demands: significant lifting, carrying, pushing, and/or pulling; frequent climbing and balancing; frequent stooping, kneeling, crouching, and/or crawling; and significant fine finger dexterity. Generally the job requires 50% sitting, 25% walking, and 25% standing. The job is performed under some temperature extremes and a generally hazard free environment.

**Experience** Job related experience is required.

**Education** High School diploma or equivalent.

**Required Testing**

Pre-Employment Drug Screening  
Pre-Employment Proficiency Test  
Pre-Placement Physical Exam

**Certificates & Licenses**

Forklift Operator's Certificate

**Continuing Educ. / Training**

None Specified

**Clearances**

Criminal Justice/Fingerprint Clearance  
Tuberculosis Clearance

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**FLSA Status**

Non Exempt

**Approval Date**

4/24/2002

**Salary Grade**

Clbfd 21