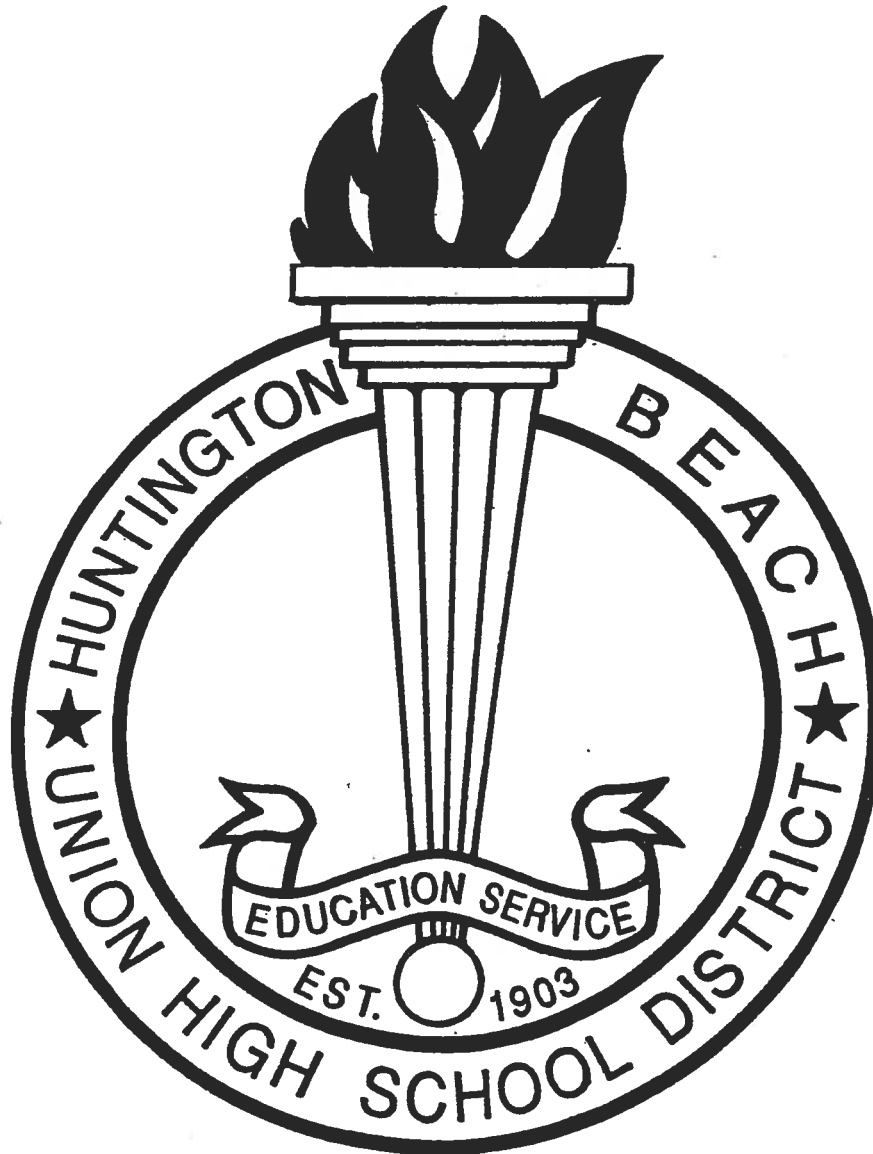


# HUNTINGTON BEACH UNION HIGH SCHOOL DISTRICT

## AGENDA



**FOR THE MEETING OF THE  
BOARD OF TRUSTEES**

**August 26, 2014**

**HUNTINGTON BEACH UNION HIGH SCHOOL DISTRICT  
REGULAR BOARD MEETING  
August 26, 2014**

**7:00 p.m.**

District Office  
5832 Bolsa Avenue, Huntington Beach, California 92649

**AGENDA**

- CLOSED SESSION: (I)
1. Public Employee Appointment/Assignment/Reassignment/  
Discipline/Dismissal/Release – Government Code section  
54957 and Education Code sections 44896 and 44951.
  2. Pending Litigation - Government Code section 54956.9

Present will be Dr. Gregory Plutko, Dr. Carolee Ogata, Ms Carrie  
Delgado and Mr. Owen Crosby.

**7:30 p.m.**

PLEDGE OF ALLEGIANCE: (II)

PRELIMINARY FUNCTIONS: (III)

APPROVAL OF MINUTES: (III-A)      Superintendent's Comments: Regular meeting held August 12, 2014.  
(REFERENCE III-A)

(Action)

BOARD COMMITTEE REPORTS AND ACTIVITIES: (III-B)      Superintendent's Comments: Board members representing the district  
on various committees will present reports and discuss activities.

(Information)

SUPERINTENDENT'S REPORT: (III-C)      Superintendent's Comments: Dr. Gregory Plutko, Superintendent,  
will present a report and discuss district activities.

(Information)

THE PROCEEDINGS OF THIS MEETING ARE BEING RECORDED

### III. Preliminary Functions (continued)

**PUBLIC COMMUNICATION TO THE BOARD: (III-D)** Anyone desiring to address the Board should have filled out the yellow card provided at the entrance to the Board Room and submitted it to the Board Secretary. If your topic relates to a particular agenda item, you have the option of requesting to be called upon to make your remarks at the time the item is discussed by the Board. FIVE MINUTES will be allotted to each person at the time he or she speaks to the agenda item. If more than three people request to speak to any one side of an issue, the time limit for each speaker will become THREE MINUTES. IT IS REQUESTED THAT QUESTIONS OR REMARKS BE ADDRESSED TO THE CHAIR FROM THE PODIUM.

#### CONSENT CALENDAR: (IV)

**PERSONNEL REPORT: (IV-A)** Superintendent's Comments: Approval is recommended for the Certificated and Classified Personnel Report No. 3 as presented. (REFERENCE IV-A)

**PROFESSIONAL AND OFFICIAL BUSINESS ACTIVITIES: (IV-B)** Superintendent's Comments: Approval is recommended for the Professional and Official Business activities as presented. (REFERENCE IV-B)

**CONTRACTS AND CONSULTING AGREEMENTS: (IV-C)** Superintendent's Comments: The Board determines that the listed individuals or contractors are specially trained, experienced, and competent to provide services and advice in the noted areas. Such services are not available free of charge from public agencies, and such services and advice are needed on a limited or occasional basis. Approval is recommended for the consultants and/or contractors as presented. (REFERENCE IV-C)

**APPLICATION FOR FUNDING - CARL PERKINS VOCATIONAL AND APPLIED TECHNOLOGY EDUCATION ACT: (IV-D)** Superintendent's Comments: Approval is recommended to submit an application to the California Department of Education for continued funding under Section 131 of the Carl D. Perkins Vocational and Applied Technology Education Act. Preliminary funding allocation for the 2014-2015 school year is in the amount of \$257,238. Funds will be used to support business education, industrial technology, family and consumer sciences, and agricultural programs. No district matching funds are required. Authorization to expend funds upon receipt is requested. (REFERENCE IV-D)

## IV. Consent Calendar (continued)

GRANT APPLICATION – AGRICULTURAL VOCATIONAL EDUCATION INCENTIVE GRANT (WHS): (IV-E)

Superintendent’s Comments: Approval is recommended for Westminster High School to submit an application to the California Department of Education for continued Agricultural Vocational Education Incentive Grant funding in the amount of \$8,596 for the 2014-2015 school year. The funds will be used to support the agricultural program at the high school. No matching funds are required. Authorization to expend funds upon receipt is requested. (REFERENCE IV-E)

ADDENDUM TO INTERNSHIP AGREEMENT: (IV-F)

Superintendent’s Comments: The Board had previously granted approval on December 10, 2013 for an Internship Credential Program Agreement between National University and the Huntington Beach Union High School District. Approval is recommended for the addendum due to recent changes made by the Commission on Teacher Credentialing pertaining to the support and supervision of interns.

RESOLUTION - UPDATE OF AUTHORIZED SIGNATURES - COUNTY: (IV-G)

Superintendent’s Comments: Approval is recommended to adopt a resolution updating authorized signatures for the District, Cafeteria and/or WOCCE accounts as required by the County. Staff changes have made this update necessary. (REFERENCE IV-G)

(Action)

## END OF CONSENT CALENDAR

## POLICY (V):

BOARD POLICY: (V-A)

Superintendent’s Comments: The following Board Policy is presented for first reading in the continued revision of existing policies and administrative regulations:

BP 2300 – Administration  
Conflict of Interest Code: Designated Personnel  
 (REFERENCE V-A)

*This policy is being sent to the Board to update the Exhibit attached. The Exhibit needs to be updated to reflect changes in personnel titles.*

(Consideration)

V. Policy (continued)

BOARD POLICY:  
(V-B)

Superintendent's Comments: The following Board Policy is presented for first reading in the continued revision of existing policies and administrative regulations:

BP 5141.11 – Students  
Accidents - Concussions  
(REFERENCE V-B)

*This policy is being sent to the Board to provide a policy for Athletic Trainers to follow when supporting student athletes.*

(Consideration)

VI. New Business – Board  
New Business – Superintendent  
New Business – Staff

VII. Any Other Public Communication to the Board  
(time limit 3 minutes)

VIII. Signing of Documents

IX. Closed Session

Future Board Meetings: Regular Board Meeting  
September 9, 2014  
District Office

Regular Board Meeting  
October 14, 2014  
District Office

Regular Board Meeting  
November 18, 2014  
District Office

UNADOPTED MINUTES

HUNTINGTON BEACH UNION HIGH SCHOOL DISTRICT

**MINUTES OF REGULAR BOARD MEETING**

**August 12, 2014**

BOARD MEMBERS PRESENT:	Bonnie Castrey Dr. Duane Dishno Susan Henry Kathleen Iverson Dr. Michael Simons
BOARD MEMBERS ABSENT:	None
ADMINISTRATIVE PERSONNEL PRESENT:	Dr. Gregory Plutko, Superintendent Carrie Delgado, Assistant Superintendent, Business Services Dr. Carolee Ogata, Assistant Superintendent, Human Resources Carole Thomas, Executive Assistant
ADMINISTRATIVE PERSONNEL ABSENT:	None
PLACE AND DATE OF MEETING:	District Office August 12, 2014
CALL TO ORDER:	The Board President, Mrs. Iverson, called the meeting to order at 6:33 p.m.
CLOSED SESSION: (I)	The Board recessed to Closed Session at 6:34 p.m. to consider Public Employee Appointment/Assignment/ Reassignment/ Discipline/Dismissal/Release – Government Code section 54957 and Education Code sections 44896 and 44951; Pending Litigation - Government Code section 54956.9, and Negotiations – Conference with Labor Negotiators concerning DEA, CSEA, HBPSA and non-represented contracts – Government Code section 54957.6. Present were Dr. Gregory Plutko, Dr. Carolee Ogata and Ms Carrie Delgado.
RECONVENED:	The meeting was reconvened at 7:35 p.m. The Board President announced that no action was taken during Closed Session.

PLEDGE OF ALLEGIANCE: (II)

The Pledge of Allegiance was given.

APPROVAL OF MINUTES: (III-A)

It was moved by Mrs. Henry, seconded by Ms Castrey, to approve the minutes of the regular meeting held July 15, 2014.

Motion carried 4-0.

Dr. Dishno abstained due to his absence.

BOARD COMMITTEE REPORTS AND ACTIVITIES: (III-B)

Board members representing the district on various committees presented reports and discussed activities.

SUPERINTENDENT'S REPORT: (III-C)

Dr. Gregory Plutko, Superintendent, reported that students are preparing to return to school. He thanked both classified staff and certificated teachers for their preparations, stating that schools will be ready and open on time. Dr. Plutko reported on the importance of enrollment projections, and on the first day of school staff will begin daily enrollment checks to be shared with the Board.

Ms Carrie Delgado was asked to comment on purchase orders which were one-time purchases, and provide a brief update on Proposition 39. Ms Delgado stated she met AECOM, a company we had contracted with, to provide a comprehensive analysis districtwide. To date they have completed the gathering of all the data and billings, drawings of all our sites, and have compiled our benchmark data. This will provide a graph to show where we stand in each area for similar high schools and geographic areas. They will also inventory every item at our sites and will be able to compile recommendations to us which we anticipate receiving one month from now. Based on this data, they will work on our Proposition 39 applications and submit to the state around December. Recommendations to the Board should be available some time in January 2015.

Superintendent's Report  
(continued)

Mrs. Iverson asked that consideration be given to refrigerators and freezers being left switched on over the summer in science labs and Food Services.

Dr. Plutko indicated that a Study Session would be provided to the Board.

Dr. Plutko asked Dr. Connie Mayhugh, Executive Director, Curriculum, Instruction & Categorical Programs, to comment on two areas.

Dr. Mayhugh reported on the success of the second Summer Institute and provided a schedule to the Board.

Dr. Mayhugh introduced Gisel Marmolejo, ASB President and a senior at Westminster High School, who had successfully completed the AVID program at Westminster and had recently spoken in front of a group of over 4,000 educators at a function in San Diego. Miss Marmolejo described the importance of her experience in the AVID program and introduced family members. Dr. Mayhugh offered congratulations and best wishes to the Westminster AVID team.

Dr. Mayhugh announced that staff is working through RBO to conduct a districtwide survey in the district by the Hanover Group, a nationally known research organization. The last survey was conducted in 2006. It has been decided to tie it directly to the Strategic Plan as LCAP is also connected to the Strategic Plan. It is planned to conduct the survey some time in November.

Mrs. Lauren Teng, Administrator of Food & Nutrition Services, was recently recognized at the national level by the School Nutritional Association as Outstanding Director of the Year for school nutrition. Ms Carrie Delgado presented Mrs. Teng with a bouquet of flowers and Mrs. Teng recognized members of her staff in attendance, as well as her husband. Mrs. Teng thanked everyone for receiving this recognition.

Dr. Plutko asked that under New Business the Board consider scheduling a regular meeting of the Board at the end of this month, to include HR and Business items, rather than wait for the September meeting.



STAFF PRESENTATION – EDUCATIONAL SERVICES: (III-D)	Dr. Patrick Gittisriboongul presented an overview of the Aeries Parent Portal which will be launched in the fall. This program is the same as the one used by our feeder districts and most widely used in the state of California. Dr. Gittisriboongul acknowledged his staff for their exceptional contribution in moving from SB 2000 to Aeries. He then reviewed features of the new Portal, the Aeries + Canvas Learning Management System and the next steps. Ms Castrey asked about ROP integration, Dr. Dishno asked if it would include PTSAs (and VIPs) and Mrs. Iverson expressed thanks.
PUBLIC COMMUNICATION TO THE BOARD: (III-E)	None
CONSENT CALENDAR: (IV)	It was moved by Dr. Dishno, seconded by Dr. Simons, to approve the Consent Calendar as presented, with addendum to the Certificated Personnel Report No. 2.
	Motion carried 5-0.
	President Iverson welcomed new Assistant Superintendent, Educational Services, Owen Crosby, former Principal of Westminster High School.
PURCHASE ORDERS: (IV-A)	Approval was granted for purchase orders in the amount of \$9,089,046.95 as presented.
PERSONNEL REPORT: (IV-B)	Approval was granted for the Certificated and Classified Personnel Report No. 2 as presented, with addendum.
PROFESSIONAL AND OFFICIAL BUSINESS ACTIVITIES: (IV-C)	Approval was granted for the Professional and Official Business Activities as presented.
FIELD TRIPS: (IV-D)	Approval was granted for the Field Trips as presented.
CONTRACTS AND CONSULTING AGREEMENTS: (IV-E)	The Board determined that the listed individuals or contractors are specially trained, experienced, and competent to provide services and advice in the noted areas. Such services are not available free of charge from public agencies, and such services and advice are needed on a limited or occasional basis. Approval was granted for the consultants and/or contractors as presented.

PART C RESPITE COSTS REIMBURSEMENT - WOCCE NO. 3061: (IV-F)	Approval was granted for the Huntington Beach Union High School District to reimburse designated parents for infant respite care in an amount not to exceed \$1,296 for the period June 2, 2014 to May 31, 2016. Respite care is determined to be an appropriate service under Part C criteria of the infant's Individual Family Service Plan (IFSP).
NON-PUBLIC SCHOOL/AGENCY CONTRACTS/ ADDENDA - WOCCE: (IV-G)	Approval was granted to enter into the non-public school/agency contracts/addenda as presented, and the West Orange County Consortium for Special Education was authorized to receive invoices and process payment.
CONFIDENTIAL GENERAL RELEASE AND SETTLEMENT AGREEMENT -- SPECIAL EDUCATION STUDENT CASE NO. Y15-13/14: (IV-H)	Approval was granted for the confidential General Release and Settlement Agreement between the Huntington Beach Union High School District and a special education student and the parent. Under the terms and agreement, the district agrees to fund a parentally placed private school placement from November 2013 to November 2014, at a cost not to exceed \$23,400.
NEW BASIC TEXTBOOK ADOPTION – FIRST LIST: (IV-I)	Approval was granted to commence the adoption of the new basic textbooks (First List) for the 2014-2015 school year according to district policy.
INSURANCE AND LIABILITY CLAIM: (IV-J)	Approval was granted to reject a claim for general and personal liability damages - OVHS03142013. Claim information is available in the Insurance Office.
RECLASSIFICATION AND DESTRUCTION OF RECORDS: (IV-K)	Approval was granted that the listed records be classified as Class 3 records and their destruction be authorized.
ASSEMBLY BILL 86 – SUB GRANTEE AGREEMENT BETWEEN THE HUNTINGTON BEACH ADULT SCHOOL AND COAST COMMUNITY COLLEGE DISTRICT ADULT SCHOOL: (V-A)	It was moved by Ms Castrey, seconded by Mrs. Henry, to approve the Huntington Beach Adult School to submit a sub grantee agreement between the Huntington Beach Adult School and the Coast Community College District for the 2014-15 school year. Funding will be allocated to jointly provide planning and implementation grants to regional consortia of community college districts and school districts for the purpose of developing regional plans to better serve the educational needs of adults in English as a Second Language (ESL), Adult Secondary Education (Diploma and GED), Career Technical Education and Adults with Disabilities programs. This funding will be used to support the development of articulation plans. Authorization to expend funds upon receipt was granted.

Motion unanimously carried.

NEW BUSINESS: (VI)

Mrs. Henry commented on a request by the Executive Director of CSBA concerning LCAP. Board discussion ensued and it was agreed that it would not be appropriate to volunteer our staff time.

Following Dr. Plutko's request earlier in the meeting, Dr. Simons recommended adding an additional August Board meeting on Tuesday evening, August 26. There was consensus of the Board to begin the meeting at 7:30 p.m.

Ms Castrey commented further on the earlier discussion of the CSBA request, agreeing that CSBA should do its own work and not involve our staff.

President Iverson asked Board members if they would be agreeable to change the Thursday, October 9 agenda review meeting to Monday, October 13 at 9 a.m. Dr. Dishno and Mrs. Iverson are the Board members involved. All Board packets would still be delivered on Friday, October 10. This was agreed to.

ANY OTHER PUBLIC COMMUNICATION TO THE BOARD: (VII)

None.

ADJOURNMENT:

The meeting was adjourned at 8:26 p.m. in memory of John Turner, Marina High School teacher for 12 years, who passed away on July 16.

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Clerk

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Secretary

**HUNTINGTON BEACH UNION HIGH SCHOOL DISTRICT**

TO: Dr. Gregory Plutko, Superintendent

FROM: Carolee Ogata, Assistant Superintendent – Human Resources  
Jackie DeHay, Director – Human Resources, Classified Personnel

DATE: August 26, 2014

RE: **PERSONNEL REPORT**

**RECOMMENDATION:** Approval is recommended for the Certificated and Classified Personnel Report No. 3 as presented.

**BACKGROUND INFORMATION:** The Board of Trustees needs to be aware of all personnel transactions including but not limited to employment of new hires, assignment/reassignment, promotions, leave of absence, and termination of current employees throughout the current school year.

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PERSONNEL REPORT NO. 3  
August 26, 2014

CERTIFICATED PERSONNEL REPORT NO. 3

Leave of Absence

<u>Name</u>	<u>Position/Location</u>	<u>Reason</u>	<u>Effective</u>
Shipp, John	PE Tchr, FVHS	Personal (5/6)*	Fall Sem'14
Tischler, Isabelle	French Tchr, HBHS	Medical/Family	2014-15

\*correction to previously approved by Board from 2/6 to 5/6

Resignation/Retirement

<u>Name</u>	<u>Position/Location</u>	<u>Effective</u>
Chamberlin Betty	Sp Ed-M/M Teacher, EHS	09/03/14
Pincura, Stan	Math Teacher, WHS	08/25/14

Resignation

<u>Name</u>	<u>Position/Location</u>	<u>Effective</u>
Ginez-Orinion, JR	Science Teacher, FVHS	06/12/14
Sears, Samantha	Ath Dir, MHS	06/12/14

Reemployment of Released Certificated Personnel

<u>Name</u>	<u>Position/Location</u>	<u>Effective</u>
Orellana, Kenia	2/6 Spanish, WHS	08/18/14

Employment

The following person is to be employed as indicated below during the 2014-15 school year.

<u>Name</u>	<u>Position/Location</u>	<u>Effective</u>
TBD	Principal, WHS	TBD

<u>Name</u>	<u>Position/Location</u>	<u>Credential</u>	<u>Degree</u>
Clawitter, Chad	Physics, HBHS	RySS: Math, Physics	BA-Cal Poly, SLO
Hantsche, Michael	Sp Ed Mild/Mod, EHS	Intern ESI: M/M	BA-CSU Fullerton
O'Keefe Fos, Kara	Social Science, HBHS	RySS: Soc Sci	PhD-UC Irvine
Thompson, William	Earth Sci/PE, HBHS	RySS: PE	BA-Vanguard Univ
Wolfe, Constance	3/6 Amer Sign Lang, EHS	RySS: PE, ASL	BA-Cal Lutheran U

## CLASSIFIED PERSONNEL REPORT NO. 3

### EMPLOYMENT

#### Regular

<u>Name</u>	<u>Classification</u>	<u>Hrs</u>	<u>Mos</u>	<u>Location</u>	<u>Eff Date</u>
Caya, Rachel	Physical Therapist	40	10	WOCCE	08/25/14
Jahns, Ian	Instructional Aide - Tech	24	10	AE/CHS	08/25/14
Kent, Elizabeth	Instructional Aide - Sp Ed	19	10	WHS	08/25/14
Landis, Micheal	Instructional Aide - SH	19	10	FVHS	08/25/14
Sherman, Nicole	Instructional Aide - Sp Ed	19	10	FVHS	08/26/14

#### Expert Assignment Specialist

<u>Name</u>	<u>Assignment</u>	<u>Location</u>	<u>Eff Date</u>
Gross, Marcella	Band	EHS	08/12/14
Jean, Michelle	Box Office	HBHS/APA	08/26/14
Oates, Paul	Football	EHS	08/01/14
Pallais, Katiana	Dance	HBHS/APA	08/04/14
Panaro, Scott	Volleyball	EHS	08/11/14
Trentini, Austin	Football	HBHS	08/15/14

### CHANGE OF STATUS

#### Transfer Within Job Title

Rivera, Jose	From: Instructional Aide, 24/10, Indian Ed	08/25/14
	To: Instructional Aide, 24/10, VvHS	

### RESIGNATION

#### Regular

<u>Name</u>	<u>Classification</u>	<u>Hrs</u>	<u>Mos</u>	<u>Location</u>	<u>Eff Date</u>
Albin, Casey	Instructional Aide - SH	19	10	WHS	06/12/14
Szeneri, Kandyce	Instructional Aide - Sp Ed	19	10	FVHS	07/18/14
Ruesga, Jacqueline	Early Childhood Asst	29	10	VvHS	06/12/14

Professional and Official Business Activities

FOR RATIFICATION

August 26, 2014

ACTIVITY/LOCATION/ PARTICIPANTS	DATES	FUNDING SOURCE	PURPOSE
<p>VERIFICATION PROCESS FOR SPECIAL SETTINGS (VPSS): SCIENCE, TIER II Los Angeles, CA</p> <p>Lisa Shireman (R17529) – HBHS</p>	<p>6/13/14- 7/17/14</p>	<p>\$400 Title II</p>	<p>To assist secondary teachers who are teaching multiple subjects in special setting to meet the No Child Left Behind Highly Qualified Teacher requirements.</p>
<p>OCDE: TRANSITION TO COMMON CORE MATHEMATICS PATHWAYS TO COLLEGE &amp; CAREER READINESS Costa Mesa, CA</p> <p>Betty Tran (R17538) – CHS; Kendra Rosales, Andrea Harrell (EHS), Melissa Dahl (HBHS), Danny Cash (OVHS), Andy Brown (WHS), Lang Hurst (VvHS), Cathy Leo (FVHS), Sally Grasse (MHS), Connie Mayhugh (Dist) – R17525</p>	<p>8/18/14, 8/19/14, 8/20/14, 10/8/14, 1/20/15, 3/3/15</p>	<p>\$15,315 Common Core</p>	<p>To provide an in-depth focus on the Standards for Mathematical Practice and the impact on daily instructional practices.</p>

Professional and Official Business Activities

FOR APPROVAL

August 26, 2014

ACTIVITY/LOCATION/ PARTICIPANTS	DATES	FUNDING SOURCE	PURPOSE
ADVOCACY FOR SPECIAL EDUCATION CREDENTIALING Sacramento, CA  Anne Delfosse (R17535) - WOCCSE	9/23/14	\$493 WOCCSE	To attend a planning meeting to discuss the unintended consequences of the 30-day Substitute Permit's 20-day rule for Special Education as the state representative for the SELPA.
CALIFORNIA AUTISM PROFESSIONAL TRAINING AND INFORMATION NETWORK (C.A.P.T.A.I.N.) 2014 SUMMIT Carson, CA  Michelle Anderson, Linda Forsythe, Meryl Schrantz (R17532) – WOCCSE	10/2/14- 10/3/14	\$450 WOCCSE	To attend annual summit as required by the California Autism Professional Training and Information Network.
2014 CA CITY SCHOOL SUPERINTENDENTS FALL CONFERENCE San Francisco, CA  Gregory Plutko (R17547) – Dist	10/8/14- 10/10/14	\$892 General Fund	To meet with other superintendents and gain information helpful to the continuing fiscal and accountability challenges in education.
NATIONAL ASSOCIATION OF SOCIAL WORKERS ANNUAL CONFERENCE Burbank, CA  Robyn Moses, Ashley Stewart, Kristen Burton, Maggie Benedict (R17539) – Compass Center	10/24/14- 10/25/14	\$840 Mental Health	To learn advanced assessment and therapeutic treatment techniques for students requiring mental health services.



**HUNTINGTON BEACH UNION HIGH SCHOOL DISTRICT**

Contracts and Consulting/Interagency Agreements

FOR RATIFICATION

August 26, 2014

CONTRACTOR/ CONSULTANT	DESCRIPTION OF SERVICES	DATE(S)	FEE(S)	FUNDING SOURCE
West Shield Adolescent Services (#3071)	To provide escort and transportation services to include travel expenses required in certain cases when placing special education students in out-of-state residential facilities.	7/1/14 to 6/30/15	Not to exceed \$25,000	WOCCSE

**HUNTINGTON BEACH UNION HIGH SCHOOL DISTRICT**

**M E M O R A N D U M**

**TO:** Gregory S. Plutko, Ed.D., Superintendent

**FROM:** Owen Crosby, Assistant Superintendent, Educational Services *OC*

**DATE:** August 26, 2014

**RE:** **APPLICATION FOR FUNDING - CARL PERKINS VOCATIONAL AND APPLIED TECHNOLOGY EDUCATION ACT**

**RECOMMENDATION:**

Approval is recommended to submit an application to the California Department of Education for continued funding under Section 131 of the Carl D. Perkins Vocational and Applied Technology Education Act. Preliminary funding allocation for the 2014-2015 school year is in the amount of \$257,238. Funds will be used to support business education, industrial technology, family and consumer sciences, and agricultural programs. No district matching funds are required. Authorization to expend funds upon receipt is requested.

**BACKGROUND:**

The Perkins Act defines Career Technical Education (CTE) as sequences of courses that provide individuals with the CTE academic knowledge and skills needed to prepare for further education and careers requiring less than a baccalaureate degree in current and emerging employment sectors. CTE programs include competency-based applied learning that contributes to the academic knowledge, higher-order reasoning and problem-solving skills, work attitudes, general employment skills, technical skills, and occupation-specific skills of an individual.

All items purchased for sequenced programs will be industry standard and prepare students to be career ready. Some of these items include; software upgrades and subscriptions, supplemental texts, updated computers, updated hardware, robotics parts, photo lighting, teleprompters, veterinary equipment, small tools, competition supplies, sewing machines, dress forms, commercial equipment, floral supplies, dress forms, cutting boards, chargers, tuner updates and transportation for field trips.

OC:kd

**HUNTINGTON BEACH UNION HIGH SCHOOL DISTRICT**

**M E M O R A N D U M**

**TO:** Gregory S. Plutko, Ed.D., Superintendent

**FROM:** Owen Crosby, Assistant Superintendent, Educational Services *OC*

**DATE:** August 26, 2014

**RE:** **GRANT APPLICATION – AGRICULTURAL VOCATIONAL  
EDUCATION INCENTIVE GRANT (WHS)**

**RECOMMENDATION:**

Approval is recommended for Westminster High School to submit an application to the California Department of Education for continued Agricultural Vocational Education Incentive Grant funding in the amount of \$8,596 for the 2014-2015 school year. The funds will be used to support the Agricultural program at the high school. No matching funds are required. Authorization to expend funds upon receipt is requested.

**BACKGROUND:**

The Agricultural Vocational Incentive Grant Program was initiated in 1983 with the passage of SB 187 and subsequent passage of state funds with the legislative intent to assist and improve secondary vocational agriculture programs in California.

The Agricultural Career Technical Education Incentive Grant provides funds to improve the quality of agricultural vocational education programs. The goal is to maintain a high-quality, comprehensive agricultural vocational program in California's public school system to ensure a constant source of employable, trained, and skilled individuals.

OC:kd

RESOLUTION NO. \_\_\_\_\_

AUTHORIZATION OF SIGNATURES

HUNTINGTON BEACH UNION HIGH SCHOOL DISTRICT

DATE: August 26, 2014

I, \_\_\_\_\_, Clerk of the governing Board of the above named school district of Orange County, California, hereby certify that the said Board at a regular meeting thereof, held on the 26th day of August, 2014, adopted by a majority vote of said Board a resolution that the following named persons be authorized to sign payroll notices of employment/changes of status (NOE/CS), time sheets, purchase orders, vendor orders for payment, warrant registers, and contracts and other legal documents as indicated, and that all previous authorizations of signatures are rescinded. This resolution further states that the authorization is subject to the following provisions:

<u>NAME TYPED</u>	<u>SPECIMEN SIGNATURE</u>	<u>TIME SHEETS NOE/CS</u>	<u>PURCHASE ORDERS</u>	<u>DIST. ORDERS</u>	<u>WARRANTS REGISTERS</u>	<u>CONTRACTS/ OTHER LEGAL DOCUMENTS</u>
<u>Greg Plutko</u>	_____	<u>X</u>	<u>X</u>	<u>X</u>	<u>X</u>	<u>X</u>
<u>Carrie Delgado</u>	_____	<u>X</u>	_____	<u>X</u>	<u>X</u>	<u>X</u>
<u>Kevin Smith</u>	_____	<u>X</u>	_____	<u>X</u>	<u>X</u>	<u>X</u>
<u>Owen Crosby</u>	_____	_____	_____	_____	_____	<u>X</u>
<u>Carolee Ogata</u>	_____	_____	_____	_____	_____	<u>X</u>
<u>Jacqueline DeHay</u>	_____	<u>X</u>	_____	_____	_____	_____
<u>Anne Delfosse</u>	_____	_____	_____	_____	_____	<u>X</u> (WOCCSE) (ONLY)
<u>Lauren Teng</u>	_____	_____	<u>X</u>	_____	<u>X</u>	<u>X</u> (Cafeteria) (ONLY)

I further certify that the signatures following are those of the members of the governing Board, not mentioned above.

<u>NAME TYPED</u>	<u>SIGNATURE</u>
<u>Bonnie Castrey</u>	_____
<u>Duane Dishno</u>	_____
<u>Susan Henry</u>	_____
<u>Kathy Iverson</u>	_____
<u>Michael Simons</u>	_____

IN WITNESS WHEREOF, I have hereunto set my hand this 26 day of August, 2014.

Clerk \_\_\_\_\_



# Huntington Beach Union High School District Board Policies and Administrative Regulations

## PROPOSED REVISION

BP 2300  
Page 1 of 1

### Administration

#### Conflict of Interest Code: Designated Personnel

Certain positions may require an employee's participation in decisions affecting individual financial interests. These positions are designated below. Employees holding these positions shall report their financial interests as specified in the district's Conflict of Interest Code.

(cf. BB 9270 - Conflict of Interest Code)

#### Legal Reference:

##### GOVERNMENT CODE

1090-1097	Prohibitions applicable to specified officers
1125-1128	Incompatible activities
82028	Definitions "Gift"
82030	Definitions "Income"
82033	Definitions "Interest in real property"
82034	Definitions "Investment"
87100-87500	Conflicts of interest
87200-87210	Disclosure
87300-87313	Conflict of interest codes
91000-91015	Enforcement

##### EDUCATION CODE

35233	Application to Citizens' Oversight Committee
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#### Policy

Adopted: 1/13/87

Revised: 11/15/94

Revised: 6/29/04

*Revised:*

HUNTINGTON BEACH UNION HIGH SCHOOL DISTRICT  
DESIGNATED POSITIONS AND CATEGORIES OF DISCLOSURES

MAY 2004

<p>Function/Title</p> <p>Members of the Board of Trustees</p> <p>Superintendent</p> <p>Assistant Superintendent, Business Services</p> <p>Assistant Superintendent, Educational Services</p> <p>Assistant Superintendent, <del>Certificated Personnel, Employee Relations</del> <i>Human Resources</i></p> <p><i>Executive Director, WOCCSE</i></p> <p>Director, WOCCSE</p> <p><del>Citizens' Oversight Committee — Measure C</del></p>	<p>Type of Business Entity, Investment Source of Income, or Real Property Disclosable</p> <p>(ALL CATEGORIES LISTED BELOW)</p>
<p>Members of the Personnel Commission</p>	<ol style="list-style-type: none"> <li>1. District Employees and Employee Candidates</li> <li>2. District Employee Organizations</li> <li>3. Wage Consulting Services</li> </ol>
<p>Director, Classified Personnel</p>	<ol style="list-style-type: none"> <li>1. District Employees and Employee Candidates</li> <li>2. District Employee Organizations</li> <li>3. Wage Consulting Services</li> <li>4. Publications, Publishers</li> <li>5. Office Equipment, Supplies and Services</li> <li>6. Printing and Reproduction</li> <li>7. Travel Arrangements and Accommodations</li> <li>8. Employment or Placement Agencies</li> </ol>

<p>Director, <i>Educational Technology &amp; Information Services</i></p>	<ol style="list-style-type: none"> <li>1. Office Equipment, Supplies and Services</li> <li>2. Forms and Supplies</li> <li>3. Forms and Supplies</li> <li>4. Computers and Peripheral Equipment</li> <li>5. Equipment Contract Services</li> <li>6. Computer Software</li> <li>7. Equipment Financing</li> </ol>
<p>Director, <del>Procurement and Energy Conservation</del> <i>Purchasing and Contracts</i></p>	<ol style="list-style-type: none"> <li>1. Office Equipment, Supplies and Services</li> <li>2. Classroom Furniture, Equipment and Supplies</li> <li>3. Building Equipment, Supplies, Services</li> <li>4. Maintenance Equipment, Supplies, Services</li> <li>5. Motor Vehicles/Garage Repair Equipment</li> <li>6. Purchasing and Service Consultants</li> <li>7. Chemicals</li> <li>8. Petroleum Products</li> <li>9. Newspapers</li> <li>10. Printing and Reproduction</li> <li>11. Relocatable Building/Office Trailers</li> <li>12. Paper Products</li> </ol>
<p>Director, <del>Facilities, Transportation, Security</del> <i>Maintenance/Operations/Transportation</i></p>	<ol style="list-style-type: none"> <li>1. Chemicals</li> <li>2. Construction Equipment</li> <li>3. Motor Vehicles</li> <li>4. Motor Vehicle Repair</li> <li>5. Motor Vehicle Parts and Accessories</li> <li>6. Petroleum Products</li> <li>7. Safety Equipment</li> <li>8. Maintenance Shop Equipment and Tools</li> <li>9. Communications Equipment</li> <li>10. Equipment and Parts for Electrical, Electronic, Audio Visual, Public Address, Security, Clock, Alarm, and Telephone Systems; Typewriters, Calculators and Duplicators</li> <li>11. Repair Services and Maintenance</li> <li>12. Personal Computers and Peripheral Equipment, Parts and Service</li> </ol>

<p>Administrator, Food and Nutrition Services</p>	<ol style="list-style-type: none"> <li>1. Food Service Equipment</li> <li>2. Food Products</li> <li>3. Food Service Consulting</li> <li>4. Architects</li> <li>5. Office Equipment, Supplies and Services</li> <li>6. Food Service Supplies</li> <li>7. Maintenance Service</li> <li>8. Cleaning Supplies</li> </ol>
<p>Director, <i>Special Education/Special Programs</i></p>	<ol style="list-style-type: none"> <li>1. Office Equipment, Supplies and Services</li> <li>2. Instructional Supplies and Equipment</li> <li>3. Audio-Visual Equipment</li> <li>4. Instructional Kits and Supplementary Books</li> <li>5. Testing Supplies and Services</li> <li>6. Consultants and Consultant Firms</li> </ol>
<p>Director, <del>Pupil Personnel</del> <i>Student Services</i></p>	<ol style="list-style-type: none"> <li>1. Guidance Consultants</li> <li>2. Office Equipment, Supplies and Services</li> <li>3. Audio-Visual Equipment</li> <li>4. Textbook and Library Books</li> <li>5. Instructional Materials and Supplies</li> <li>6. Educational Films</li> <li>7. Multimedia Materials</li> </ol>
<p><i>Executive Director, Curriculum, Instruction and Categorical Programs</i></p>	<ol style="list-style-type: none"> <li>1. Guidance Consultants</li> <li>2. Office Equipment, Supplies and Services</li> <li>3. Audio-Visual Equipment</li> <li>4. Textbook and Library Books</li> <li>5. Instructional Materials and Supplies</li> <li>6. Educational Films</li> <li>7. Multimedia Materials</li> </ol>



<p>Principals</p>	<ol style="list-style-type: none"> <li>1. Athletic Equipment</li> <li>2. Awards/Trophies</li> <li>3. Paper Products</li> <li>4. Graduation Services and Supplies</li> <li>5. Printing/Duplicating</li> <li>6. Rings</li> <li>7. Food/Concessions</li> <li>8. Photography</li> <li>9. Yearbook</li> <li>10. Educational Consultant Services</li> <li>11. Banquet, Catering Services</li> <li>12. Confectioner Supplies</li> <li>13. Office Equipment, Supplies and Services</li> <li>14. Band Uniforms</li> </ol>
<p>Director, Fiscal Services</p>	<ol style="list-style-type: none"> <li>1. Accounting Services</li> <li>2. Banks and Savings and Loans</li> <li>3. Insurance</li> <li>4. Office Equipment, Supplies and Services</li> <li>5. Consultants and Consultant Firms</li> </ol>
<p>Risk Manager</p>	<ol style="list-style-type: none"> <li>1. Insurance</li> <li>2. Safety Equipment and Facilities</li> <li>3. Safety and Security Services</li> <li>4. Office Equipment, Supplies and Services</li> </ol>

Revised – 6/29/04  
Revised -



# Huntington Beach Union High School District Board Policies and Administrative Regulations

## PROPOSED NEW

BP 5141.11  
Page 1 of 2

### Students

#### Accidents

#### Concussions

*The Governing Board wishes to provide a districtwide policy for the care of injured athletes who display signs and symptoms or behavior associated with a concussion. This policy has been developed to ensure that the concussed student is identified, treated and referred appropriately in order for the athlete to receive follow-up medical care and/or academic accommodations until he/she is fully recovered prior to returning to activity.*

*A student athlete that exhibits signs, symptoms or behaviors consistent with a concussion shall be removed from practice or competition at the time of injury. Student shall not be permitted to return to any activity until he/she is evaluated and cleared by a Licensed Health Care Provider (LHCP), trained in the management of concussions.*

*When a student athlete returns to participation in an activity, a decision is made on a case by case basis that involves consultation of the student's LHCP, credentialed school nurse and the Athletic Trainer (AT).*

*The school maintains the right of student nonparticipation in any school related sport and/or activity regardless of LHCP clearance if the team doctor (as available), school nurse, athletic trainer, and administration determine return to the activity/sport is not advisable.*

*All activities requiring a sport's physical clearance prior to participation, will be considered athletes and as such be subject to the concussion policy.*

### DEFINITIONS:

*Concussion: A type of traumatic brain injury (TBI) can be caused by a bump, blow, or jolt to the head that can change the way the brain normally works. Concussions can also occur from a blow to the body that causes the head to move rapidly back and forth. Even a "ding," "getting your bell rung," or what seems to be a mild bump or blow to the head can be serious.*

*Licensed Health Care Provider: For the purpose of this document, a Licensed Health Care Provider (LHCP) is a licensed Medical Doctor (MD) or Doctor of Osteopathy (DO) who is trained in the evaluation and management of concussions, and working within the scope of his/her practice. (AB 25)*

*Legal Reference:*

*EDUCATION CODE*

*49475*

*ASSEMBLY BILL*

*AB25 – Hayashi*

*Management Resources:*

*California Interscholastic Federation Bylaw 313 ([www.cifss.org](http://www.cifss.org))*

*Policy*  
*adopted:*