

# MERCED CITY SCHOOL DISTRICT

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## SCHOOL BOARD AGENDA

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November 15, 2011

# MERCED CITY SCHOOL DISTRICT

## *Our Mission...*

The mission of the Merced City School District, a community of diverse learners striving for higher achievement, is to ensure that every student excels academically, builds character, and is a productive member of our community; we will do this by delivering exceptional instruction of a well-rounded and relevant curriculum that incorporates innovative practices and partnerships with family and community in a safe learning environment.

## *Beliefs*

### **We believe that:**

Every human being is unique with unlimited potential;

Treating individuals with respect and dignity elevates the human spirit;

Everyone has inherent value and purpose;

Mutual trust is essential to productive relationships;

A challenging environment balanced with support enables individuals to thrive;

Embracing diversity strengthens our community;

Individuals have responsibility for their actions;

Service to others strengthens the character of the individual, and the vitality of community.

## *Strategies*

1. “Fully implement a district-wide user friendly system that monitors student performance and corresponding interventions to measure their effectiveness.”
2. “We will design, implement and monitor ongoing, innovative targeted professional learning approaches in order to achieve our objectives.”
3. “We will, in partnership with our community, develop a facilities plan that incorporates innovative design and common education specifications to optimize utilization of space and community resources, and provide exceptional learning environments district-wide.”
4. “We will, in partnership with family and community, identify core character traits and develop action plans to teach and assess whether students demonstrate those traits.”
5. “We will form a mutually beneficial academic partnership focusing on UC Merced and Merced College that will enable students to achieve academic excellence.”

## *Objectives*

1. “Each student will meet, or exceed established academic performance standards.”
2. “Each student will demonstrate identified character traits that enrich the individual and community.”



**MERCED CITY SCHOOL DISTRICT**  
444 West 23rd Street, Merced, California 95340 (209) 385-6600

## **REGULAR MEETING OF THE BOARD OF EDUCATION**

**Tuesday, November 15, 2011**

Hoover Middle School  
800 E. 26<sup>th</sup> Street  
Merced, California

**CLOSED SESSION - 6:00 P.M.**

**OPEN SESSION - 7:00 P.M.**

### **AGENDA**

**In compliance with the Americans with Disabilities Act**, if you need special assistance to access the meeting room or to otherwise participate in this meeting, including auxiliary aids or services, please contact the Office of the Superintendent at (209) 385-6640. Notification at least 48 hours prior to the meeting will enable the Governing Board to make reasonable arrangements to ensure accessibility to the meeting.

**Any writings or documents that are public records** and are provided to a majority of the Governing Board regarding an open session item on this agenda will be made available for public inspection in the District Office located at 444 West 23<sup>rd</sup> Street, Merced, California, during normal business hours.

The District welcomes Spanish and other language speakers to Board meetings. Anyone planning to attend and needing an interpreter should call (209) 385-6753, 48 hours in advance of the meeting, so arrangements can be made for an interpreter. *El Distrito da la bienvenida a las personas de habla hispana a las juntas de la Mesa Directiva. Si planea asistir y necesita interpretacion llame al (209) 385-6752, 48 horas antes de la junta, para poder hacer arreglos de interpretacion. Lub District tos txhais lus Hmoob thiab lwm hom lus tuaj koom ntawm Board cov rooj sibtham. Leej twg vas tuaj koom thiab xav tau ib tus neeg pab txhais lus yuav tsum hu (209) 385-6754, 48 teev tuaj ua ntej ntawm lub rooj sibtham, li ntawd thiaj npaj tau tus neeg tuaj txhais lus.*

**Community members have two opportunities to address the Board of Education.**

If you wish to address the Board on an agenda item, please do so when that item is called. Some agenda items are designated a specific start time and the Board will consider that item at the designated time or as soon as practical thereafter. ***The start times are only an estimate.*** Presentations will be limited to a maximum of three (3) minutes. Time limitations are at the discretion of the President of the Board.

Individuals have an opportunity to address the Board during the Period for Public Discussion on topics within the subject matter jurisdiction of the Board not listed on this agenda. Presentations will be limited to a maximum of three (3) minutes, with a total of twenty (20) minutes designated for this portion of the agenda. Individuals with questions on school district issues may submit them in writing. The Board will automatically refer requests to the Superintendent.

**I. OPENING BUSINESS - 6:00 P.M.**

- A. Call Public Session to Order
- B. Roll Call

**II. PUBLIC COMMENT PRIOR TO CLOSED SESSION**

- A. Identification of Closed Session Topics
- B. *Comments And/Or Questions From The Audience*
- C. Adjourn To Closed Session

(These proceedings are being recorded.)

**III. CLOSED SESSION**

**A. STUDENT EXPULSION**

Student Case No. 4-2011-2012

**B. PUBLIC EMPLOYEE: DISCIPLINE/DISMISSAL/RELEASE**

**C. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION, Significant exposure to litigation: Two (2) potential cases, Gov. Code 54956.9(b)**

**D. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov. Code 54957)**

Title: Superintendent

**IV. OPEN SESSION - 7:00 P.M.**

**A. Call to Order**

**B. Roll Call**

**V. FLAG SALUTE**

**VI. APPROVAL OF AGENDA**

**VII. ITEMS OF INTEREST**

**A. Board members and district administrators** may report on activities, such as school visits, meetings, and conferences.

**B. School Showcase** – Hoover Middle School Principal, Mr. Doug Collins

**C. Written Communications**

**D. Board Reports**

Board member representatives to various committees may report on actions and discussion at those committee meetings held since the last meeting of the Board of Education. Board representatives may receive direction for future committee meetings.

**VIII. REPORT**

**E-21-11-12 California Standards Test (CST) Award Certificates Ms. Dossetti**

**E-19-11-12 Public Engagement Project Ms. Dossetti**

**E-20-11-12 Administrator On Special Assignment Ms. Dossetti**

**E-18-11-12 Williams Act SY 2011-2012 Ms. Dossetti**

## IX. CONSENT

Items listed under the Consent Calendar are considered to be routine and are acted on by the Board of Education in one motion. There is no discussion of these items before the Board vote unless a member of the Board, staff, or public requests specific items be discussed and/or removed from the Consent Calendar. It is understood that the Administration recommends approval on all Consent Items. Each item on the Consent Calendar approved by the Board of Education shall be deemed to have been considered in full and adopted as recommended.

### a. Superintendent

**S-17-11-12 Meeting Minutes** **Dr. P. Duran**  
It is recommended that the Board of Education approve the minutes from the regular meeting of October 25, 2011.

### b. Administrative Services

**A-47-11-12 Employment Transactions - Certificated Personnel** **Mr. Spicer**  
Approval is recommended for certificated personnel items.

**A-48-11-12 Employment Transactions - Classified Personnel** **Mr. Spicer**  
Approval is recommended for classified personnel items.

### c. Fiscal Services

**F-16-11-12 Warrants** **Mr. Spicer**  
It is recommended that the Board of Education ratify the list **Ms. Cavallero** of warrants issued in the following consecutively numbered warrant registers.

**F-17-11-12 Budget Transfers** **Mr. Spicer**  
It is recommended that the Board of Education ratify the list **Ms. Cavallero** of budget transfers completed during the month of October 1 through October 31, 2011.

**X. BOARD ACTION**

*Members of the public may address the Board on an agenda item when that agenda item is being discussed by the Board.*

**a. Superintendent**

**S-18-11-12      Gifts/Grants And Bequests      Dr. P. Duran**

It is recommended that the Board of Education accept the gifts/grants and bequests in the amount of \$6,391.75.

**S-19-11-12      California School Boards Association (CSBA)      Dr. P. Duran**  
**Nominations For Delegate Assembly**

It is recommended that the Board of Education consider nominations for CSBA's Delegate Assembly by voting as a whole using the attached (copy) of a nomination form for Subregion (8-D).

**b. Educational Services**

**E-22-11-12      Resolution No. E-22-2011-2012      Ms. Dossetti**  
**General Child Care And Development Program      Mr. Blount**  
**Contract**

It is recommended that the Board of Education approve the State of California General Child Care and Development Program contract #CCTR-1375 and adopt Resolution No. E-22-2011-2012 authorizing signatories on behalf of the State Child Care and Development Program and accepting the grant award.

**E-23-11-12      Resolution No. E-23-2011-2012      Ms. Dossetti**  
**Local Agreement For Prekindergarten And Family      Ms. Cole**  
**Literacy Program Contract #CPKS-1050**

It is recommended that the Board of Education approve the State of California Prekindergarten and Family Literacy Program contract #CPKS-1050 and adopt Resolution No. E-23-2011-2012 authorizing signatories on behalf of the State Child Development Program and accepting the grant award.

**E-24-11-12      Student Expulsion      Ms. Dossetti**  
**Dr. Testa**

It is recommended that the Board of Education adopt the findings of fact, rehabilitation plan and readmission date as set forth in the recommendation of the administrative panel and approve the expulsion of Student Case No. 4-2011-2012.

c. Administrative Services

- |                   |  |                                     |
|-------------------|--|-------------------------------------|
| <b>A-49-11-12</b> | <b>2012-2013 School Calendar</b><br>It is recommended that the Board of Education adopt the 2012-2013 school calendar as presented.  | <b>Mr. Spicer</b>                   |
| <b>A-50-11-12</b> | <b>Rivera Joint-Use Gym Project<br/>Request For Change Order – Category 9</b><br>It is recommended that the Board of Education accept the Request for Change Order (RCO 1-9) from Whitehead Construction, Inc.   | <b>Mr. Spicer<br/>Mr. Magnussen</b> |
| <b>A-51-11-12</b> | <b>Rivera Joint-Use Gym Project<br/>Request For Change Order – Category 3</b><br>It is recommended that the Board of Education accept the Request for Change Order (RCO 1-3) from Diede Construction, Inc.   | <b>Mr. Spicer<br/>Mr. Magnussen</b> |
| <b>A-52-11-12</b> | <b>Public Hearing - Rivera Middle School Grades K-8<br/>Conversion Project (State Clearinghouse #2010111027)<br/>Resolution No. A-52-2011-2012 – CEQA Mitigated<br/>Negative Declaration</b><br>It is recommended that the Board of Education hold a public hearing and approve the adoption of Resolution No. A-52-2011-2012 approving the Mitigated Negative Declaration for the Rivera Middle School Grades K-8 Conversion Project. | <b>Mr. Spicer<br/>Mr. Magnussen</b> |
| <b>A-53-11-12</b> | <b>Architectural Service Contract For Hoover Kitchen<br/>Remodel Project – Revision</b><br>It is recommended that the Board of Education approve the contract for architectural services to be provided by Taylor Teter Architects, LLP at a cost of \$6,875.00.   | <b>Mr. Spicer<br/>Mr. Magnussen</b> |

**XI. COMMUNICATIONS**

**E. Public Comment Period**

Members of the audience may also address the Board on any topic *not* listed on the agenda at this time. Topics not on the agenda, which are brought to the Board's attention, may be investigated by the administration and a report made to the Board, either publicly or privately at a future meeting. Comments from members of the public shall not exceed three (3) minutes or a total of twenty (20) minutes, unless timelines are waived by a majority of the Board.

**XII. BOARD MEMBER ROUNDTABLE**

**XIII. ADJOURNMENT**

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**EQUAL OPPORTUNITY EMPLOYER  
DRUG FREE WORK PLACE EMPLOYER**

**POSTED: November 10, 2011**

**Board of Education  
 Meeting Schedule  
 2011-2012 School Year**

<u>Date Of Meeting</u>	<u>Time</u>	<u>Location</u>
Tuesday, August 9, 2011	7:00 p.m.	<b>Board Room</b>
Tuesday, August 23, 2011	7:00 p.m.	<b>Board Room</b>
First day of school - (August 15)		
Tuesday, September 13, 2011	7:00 p.m.	<b>Board Room</b>
Tuesday, September 27, 2011	7:00 p.m.	<b>Sheehy School</b>
Tuesday, October 11, 2011	7:00 p.m.	<b>Board Room</b>
Tuesday, October 25, 2011	7:00 p.m.	<b>Gracey School</b>
Tuesday, November 15, 2011	7:00 p.m.	<b>Hoover School</b>
Nov. 8 – Election Day *Thanksgiving Week - (November 21-25)		
Tuesday, December 13, 2011	7:00 p.m.	<b>Board Room</b>
*Winter Break - (December 16-January 3)		
Tuesday, January 17, 2012	7:00 p.m.	<b>Board Room</b>
Tuesday, February 14, 2012	7:00 p.m.	<b>Wright School</b>
Tuesday, February 28, 2012	7:00 p.m.	<b>Fremont School</b>
Tuesday, March 13, 2012	7:00 p.m.	<b>Board Room</b>
Tuesday, March 27, 2012	7:00 p.m.	<b>Chenoweth School</b>
Tuesday, April 17, 2012	7:00 p.m.	<b>Stowell School</b>
*Spring Break - (April 2 - 9)		
Tuesday, May 8, 2012	7:00 p.m.	<b>Cruickshank School</b>
Tuesday, May 22, 2012	7:00 p.m.	<b>Board Room</b>
Graduation - (May 31)		
Tuesday, June 12, 2012	7:00 p.m.	<b>Board Room</b>
Tuesday, June 26, 2012	7:00 p.m.	<b>Board Room</b>

Meeting dates may change.  
 (\*Local Recess) - No School

Merced City School District Board Room: 444 West 23<sup>rd</sup> Street

**MINUTES OF THE REGULAR MEETING OF THE GOVERNING BOARD OF THE  
MERCED CITY SCHOOL DISTRICT  
Gracey Elementary School  
October 25, 2011**

- CALL TO ORDER: The meeting was called to order by President Cherf at 6:00 p.m.
- MEMBERS PRESENT: Mr. Darrell Cherf, Mr. Adam Cox, Mr. Gene Stamm  
Ms. Jessica Kazakos and Dr. Susan Walsh arrived at 6:03 p.m.
- CLOSED SESSION: The Board met in closed session from 6:02 p.m. to 7:01 p.m. to discuss:
- STUDENT EXPULSION  
- Student Case No. 3-2011-2012
  - PUBLIC EMPLOYEE: DISCIPLINE/DISMISSAL/RELEASE
  - CONFERENCE WITH LEGAL COUSEL – ANTICIPATED LITIGATION, Significant exposure to litigation: Two (2) potential cases, Gov. Code 54956.9(b)
  - PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov. Code 54957) Title: Superintendent
- OPEN SESSION: The Board reconvened to open session at 7:02 p.m.
- MEMBERS PRESENT: Mr. Darrell Cherf, Mr. Adam Cox, Ms. Jessica Kazakos, Mr. Gene Stamm, Dr. Susan Walsh
- STAFF PRESENT: District Superintendent, Dr. RoseMary Parga Duran; Associate Superintendent, Mr. Greg Spicer; Assistant Superintendent, Educational Services, Ms. Annie Dossetti; Administrative Assistant to the Superintendent, Ms. Kathie Kubo; Chief Fiscal Officer, Ms. Kris Cavallero; Chief Operations Officer, Mr. Kraig Magnussen; Director of Special Education and Pupil Services, Dr. Ken Testa; Director of Information Technology/Support Services, Mr. Greg Blount; Principal, Ms. Tara Bright; Principal, Mr. Doug Collins; Principal, Mr. Brian Ferguson; Principal, Mr. Rojelio Gutierrez; Principal, Ms. Sandi Hamilton; Principal, Mr. Cesar Hernandez; Principal, Ms. Paula Heupel; Principal, Mr. Jose Munoz; Principal, Ms. Catherine Puckett; Ms. Teresa Saldivar-Morse; Principal, Ms. Lucrecia Sicairos; Principal, Ms. Lori Slaven; Principal, Ms. Trisha Wylie; Assistant Principal, Ms. Juanita Pedrozo; Learning Director, Ms. Jennifer Ferreria; Learning Director, Ms. Donna Grove; MCTA President, Ms. Dora Crane
- PLEDGE OF ALLEGIANCE: Mr. Adam Cox, clerk
- REPORT OF ACTION TAKEN IN CLOSED SESSION: No items.
- APPROVAL OF AGENDA: It was moved by Dr. Walsh, seconded by Mr. Cox, to approve the agenda as presented. Motion carried.

SCHOOL SHOWCASE: Gracey Elementary School Principal, Mr. Jose Muñoz reported on Student Achievement Data (API/AYP) for the 2010-11 school year.

ITEMS OF INTEREST:

BOARD

- Board members and staff attended the October 19 Grand Opening and Ribbon Cutting ceremonies at Rivera Joint-Use Gymnasium.
- Mr. Cox attended the Fremont Alternative Governance Board walkthrough on October 18 and a Muir instructional walkthrough.

SUPERINTENDENT/STAFF

- Dr. Parga Duran, Mr. Spicer, Ms. Dossetti, Ms. Cavallero, Mr. Magnussen, Mr. Blount, Mr. Cox and Ms. Kazakos attended the Merced County School Boards Association Fall Dinner at Tenaya Middle School on October 20.

REPORTS:

RIVERA JOINT-USE GYM FACILITIES PROJECT

The Rivera Joint-Use Gym Project celebrated the Grand Opening and Ribbon Cutting on October 19. Chief of Operations, Mr. Kraig Magnussen presented a PowerPoint report depicting the project from ground breaking to opening. A final report will be presented next month to include fiscal, ACOs and next steps toward Phase II and Phase III of the Rivera K-8 Project.

CONSENT:

It was moved by Dr. Walsh, seconded by Mr. Stamm, to approve the Consent Agenda. Motion carried.

Superintendent

Meeting Minutes

- Approval of the regular meeting minutes of October 11, 2011

Administrative Services

Employment Transactions -  
Certificated Personnel:

- Approval of the following certificated personnel items:

A. **Employment**

*Substitutes:*

Brittany N. Button – 30-Day Sub Permit  
Alex Gallardo Jr. – Multiple Subject  
Monica M. Guzman – 30-Day Sub Permit  
Jescenia J. Palma-Tapia – 30-Day Sub Permit  
Kristen N. Rieg – Single Subject

**Minutes of the Regular Meeting of the Board of Education**

**Merced City School District**

**10-25-2011**

**Page 3 of 4**

Employment Transactions -  
Classified Personnel:

- Approval of the following classified personnel items:
  - A. **Employment**  
Nathaniel Barajas, Custodian, Givens School, effective 10/3/2011  
Maria G. Chavez Luna, Preschool Instructional Assistant: Spanish Bilingual, Sheehy School, effective 10/4/2011  
Vicki L. Dau, Instructional Assistant, Chenoweth School, effective 10/3/2011
  - B. **Change of Status**  
Rudy Estrada, From School Safety Officer, 39-Month Rehire List to Instructional Assistant, Valley Community School, effective 10/17/2011  
Valentin P. Zamarripa, From Custodian, Sheehy School to Bus Driver, Transportation Department, effective 9/28/2011

Fiscal Services

Warrants

- Approval of the ratification of the list of warrants issued in the following consecutively numbered warrant registers.

**BOARD ACTION**

SUPERINTENDENT

**PUBLIC HEARING ON TRUSTEE  
AREA REDISTRICTING MAPPING  
OPTIONS AND RESOLUTION S-15,  
APPROVING ADJUSTED TRUSTEE  
AREA BOUNDARIES**

Public Hearing Opened: 7:32 p.m.  
Comments: None  
Public Hearing Closed: 7:33 p.m.

It was moved by Mr. Cox, seconded by Dr. Walsh, to approve mapping option C2 for the establishment of new trustee areas within the Merced City School District and to approve Resolution S-15 approving adjusted trustee area boundaries. Motion carried.

**GIFTS/GRANTS AND BEQUESTS**

It was moved by Dr. Walsh, seconded by Ms. Kazakos, to accept the gifts/grants and bequests in the amount of \$2,912.46. Motion carried.

EDUCATIONAL SERVICES:

**MERCED COUNTY REGIONAL  
OCCUPATIONAL PROGRAM  
AGREEMENT**

It was moved by Dr. Walsh, seconded by Ms. Kazakos, to approve the agreement between the Merced County Regional Occupational Program (ROP) Foundations in Education and the Merced City School District for services beginning October 26, 2011 through June 1, 2012. Motion carried.

**STUDENT EXPULSION**

It was moved by Mr. Stamm, seconded by Dr. Walsh, to accept the Administrative Hearing Panel's finding of act and recommendations as submitted and that Student Case No. 3-2011-2012 be expelled and that conditions of the recommended rehabilitation plan be required prior to reinstatement at a comprehensive school site. Motion carried.

ADMINISTRATIVE SERVICES:

RIVERA JOINT-USE GYM  
PROJECT  
REQUEST TO CHANGE ORDER –  
CATEGORY 5

It was moved by Mr. Cox, seconded by Ms. Kazakos, to accept the Request to Change Order (RCO 1-5) from Dorfmeier Mason, Inc. Motion carried.

RIVERA JOINT-USE GYM  
PROJECT  
REQUEST FOR CHANGE ORDER –  
CATEGORY 8

It was moved by Ms. Kazakos, seconded by Mr. Stamm, to accept the Request for Change Order (RCO 2-8) from Priority Roofing Solutions, Inc. Motion carried.

HOOVER KITCHEN EQUIPMENT

It was moved by Mr. Cox, seconded by Mr. Stamm, to accept the low responsible bid from Trimark Economy Restaurant Fixtures for kitchen ovens. Motion carried.

COMMUNICATIONS:

AUDIENCE

1. Ms. Toni Fiorenza, community member, thanked the Board of Education for publicly opposing the Gateway Professional Center and Rezoning project.

ADJOURNMENT:

The meeting adjourned at 7:40 p.m.

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Clerk

# **REPORT**

# MERCED CITY SCHOOL DISTRICT

TO: RoseMary Parga Duran, Ed.D.  
District Superintendent

FROM: Annie Dossetti  
Assistant Superintendent, Educational Services

DATE: November 15, 2011

SUBJECT: **PRESENTATION OF CALIFORNIA STANDARDS TEST (CST)  
CERTIFICATES**

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## **Background**

Students who received a perfect score of 600 on the 2010-11 CST will be presented certificates of achievement by their principal.

Students at the following schools will be honored at the board meeting:

Hoover Middle School  
Givens Elementary School  
Muir Elementary School

# MERCED CITY SCHOOL DISTRICT

TO: RoseMary Parga Duran, Ed.D.  
District Superintendent

FROM: Annie Dossetti  
Assistant Superintendent, Educational Services

DATE: November 15, 2011

SUBJECT: **REPORT ON PUBLIC ENGAGEMENT PROJECT**

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## **Background**

The Public Engagement Project, Family-School-Community Partnership is a National Education Association (NEA) initiative on closing the achievement gap through community conversations in conjunction with the California Teachers Association (CTA), Merced City Teachers Associations (MCTA), Merced Union High School Teachers' Association (MUHSTA), Merced City School District (MCSD), Merced Union High School District (MUHSD) and Community.

A report outlining the research and data collected and strategies suggested towards closing the achievement gap will be presented.

# MERCED CITY SCHOOL DISTRICT

TO: RoseMary Parga Duran, Ed.D.  
District Superintendent

FROM: Annie Dossetti  
Assistant Superintendent, Educational Services

PREPARED BY: Administrators on Special Assignment

DATE: November 15, 2011

SUBJECT: **REPORT ON ADMINISTRATOR ON SPECIAL ASSIGNMENT  
ACTIVITIES**

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## **Background**

A report presenting the activities of the Administrators on Special Assignment (ASA) will be presented by Rick Her, ASA Hoover Middle School, Juanita Pedrozo, ASA Tenaya Middle School, Josefina Pulido, ASA Rivera Middle School and Jill Settera, ASA Cruickshank Middle School.

## MERCED CITY SCHOOL DISTRICT

TO: RoseMary Parga Duran, Ed.D.  
District Superintendent

FROM: Annie Dossetti  
Assistant Superintendent, Educational Services

DATE: November 15, 2011

SUBJECT: **2011-2012 WILLIAMS ACT REPORT**

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### **Recommendation**

Michelle Symes, Categorical Program Coordinator, Merced County Office of Education, will be presenting results from the 2011-2012 Williams Act site visitation and inspection of Merced City School District Cohort I Schools.

# CONSENT

# MERCED CITY SCHOOL DISTRICT

TO: Board of Education

FROM: RoseMary Parga Duran, Ed.D.  
District Superintendent

DATE: November 15, 2011

SUBJECT: **MEETING MINUTES**

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## **Recommendation**

It is recommended that the Board of Education approve the minutes from the regular meeting of October 25, 2011.

## **Background**

Meetings of the Governing Board are conducted for the purpose of accomplishing district business. (BP 9320)

## **Fiscal Impact**

Revenue: None  
Expenditure: None  
Budget Category: None

# MERCED CITY SCHOOL DISTRICT

TO: RoseMary Parga Duran, Ed.D.  
District Superintendent

FROM: Greg Spicer  
Associate Superintendent, Administrative Services

PREPARED BY: Denise Hernandez  
Personnel Specialist

DATE: November 15, 2011

SUBJECT: **EMPLOYMENT TRANSACTIONS – CERTIFICATED PERSONNEL**

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## **Recommendation**

Approval is recommended for the following certificated personnel items:

### **A. Employment**

Tony Soeun	Clinician Reyes Elementary School Effective 10/19/2011
Sandy Souther	Clinician Fremont Charter School Effective 10/31/2011

### **Substitutes**

David G. Beltz – 30-Day Sub Permit  
Sandy S. Brook – Standard Secondary  
Megan E. Brownfield – Multiple Subject  
Anna L. Hibbert – 30-Day Sub Permit  
Thang Moua – Multiple Subject  
Edward J. Valladao – 30-Day Sub Permit

## **Fiscal Impact**

Revenue: None

Expenditure: None

Budget Category: General Fund

# MERCED CITY SCHOOL DISTRICT

TO: RoseMary Parga Duran, Ed.D.  
District Superintendent

FROM: Greg Spicer  
Associate Superintendent, Administrative Services

PREPARED BY: Elsa Servin  
Personnel Specialist

DATE: November 15, 2011

SUBJECT: **EMPLOYMENT TRANSACTIONS – CLASSIFIED PERSONNEL**

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## **Recommendation**

Approval is recommended for the following classified personnel items.

### **A. Revised Unpaid Leave of Absence**

Susan N. Beltran

School Office Manager  
Muir Elementary School  
Unpaid Leave of Absence revised from  
9/19/2011 through 10/28/2011 to 9/19/2011  
through 10/26/2011  
Effective 9/19/2011

### **B. Termination**

Guadalupe G. Orozco

Instructional Assistant: Spanish Bilingual  
39-Month Rehire List  
Effective 11/2/2011

## **Fiscal Impact**

Revenue: None

Expenditure: None

Budget Category: General Fund

# MERCED CITY SCHOOL DISTRICT

TO: RoseMary P. Duran, Ed.D.  
District Superintendent

FROM: Greg Spicer  
Associate Superintendent

PREPARED BY: Kris Cavallero  
Chief Fiscal Officer

DATE: November 15, 2011

SUBJECT: **WARRANTS**

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## **Recommendation**

It is recommended that the Board of Education ratify the list of warrants issued in the following consecutively numbered warrant registers:

Warrant Numbers	Dated	Amount
051855-051922	10/21/11	\$ 753,038.94
059890-059914	11/2/11	\$ 122,164.30
	Total	\$ 875,203.24

## **Background**

The warrants listed have been issued in accordance with the District's Purchasing Policy (BP 3314).

## **Fiscal Impact**

Revenue: None  
Expenditure: \$ 875,203.24  
Budget Category: Various

Merced City School District  
WARRANT REGISTER FOR WARRANTS DATED 10/21/11

APY2ZOME H.00.02

WARR NUMBER	VENDOR NUMBER	PAYEE NAME	FUND	AMOUNT	WARR NUMBER	VENDOR NUMBER	PAYEE NAME	FUND	AMOUNT
051855	007716	A-Z BUS SALES INC	03270	24,365.66	051856	008470	ACTION COMPUTERS	03270	34,451.44
051857	000062	ALL-PHASE ELECTRIC SUPPLY	03270	16.60	051858	000100	APPLE COMPUTER INC	03270	12,134.48
051859	005379	ASSOCIATION FOR SUPERVISION	03270	89.00	051860	000127	ATKIN/ANDEL/LOYA/RUUD & ROMO	03270	3,994.55
051861	000147	DANIEL BALADAD	03270	356.90	051862	005331	BANK OF AMERICA	03270	120.49
051863	013081	CALIFORNIA CARTRIDGE COMPANY	03270	2,828.98	051864	010900	CDW GOVERNMENT INC	03270	4,119.06
051865	000376	CITY OF MERCED	03270	75.00	051866	000431	CONSOLIDATED ELECTRICAL DIST	03270	1,708.29
051867	011010	CORNER STONE STAFFING	03270	1,241.46	051868	012872	COUSIN'S VIDEO INC	03270	639.20
051869	012189	KEN DAVIS	03270	50.00	051870	000530	DEMCO INC	03270	166.45
051871	010680	ESRI	03270	269.38	051872	008518	EWING IRRIGATION	03270	2,220.21
051873	011324	FERGUSON ENTERPRISES INC	03270	3,148.38	051874	003406	FOLKMANIS INC	03270	17.67
051875	000698	FOLLETT SOFTWARE CO	03270	299.00	051876	001167	GREATER MERCED CHAMBER	03270	105.00
051877	002284	HARRISON'S AUTO BODY	03270	282.35	051878	009711	HORIZON	03270	93.11
051879	013097	JENKINS BUSINESS FORMS	03270	294.37	051880	000997	KELLOGG'S SUPPLY	03270	552.79
051881	002850	LAB SAFETY SUPPLY INC	03270	27.99	051882	002212	MERCED IRRIGATION DISTRICT	03270	34,524.77
051883	011163	MERCED RANCH SUPPLY	03270	20.02	051884	012849	MONOPRICE INC	03270	63.38
051885	003519	OFFICE DEPOT INC	03270	3,853.28	051886	009702	PARKER'S ACE HARDWARE INC	03270	906.25
051887	001368	PG&E	03270	123,801.66	051888	008015	PREFERRED ALLIANCE INC	03270	122.00
051889	012163	SCHOOLS INSURANCE AUTHORITY	03270	169,569.00	051890	001564	SHERWIN WILLIAMS CO	03270	960.17
051891	009634	SHRED IT CENTRAL CA INC	03270	82.93	051892	011678	TESEI PETROLEUM	03270	15,023.17
051893	011913	TIRE DISTRIBUTION SYSTEMS INC	03270	625.92	051894	009197	UNITED RENTALS INC	03270	25.60
051895	010873	VALLEY RENTAL CENTERS INC	03270	583.73	051896	013078	WARD BRO'S	03270	2,625.00
051897	001368	PG&E	03271	4,662.52	051898	000376	CITY OF MERCED	03275	50.00
051899	013108	MARTHA MEJIA	03275	54.90	051900	001368	PG&E	03275	1,416.46
051901	001473	SCHOLASTIC INC	03275	1,184.00	051902	012772	TRACY R WEBSTER	03275	83.97
051903	011010	CORNER STONE STAFFING	03263	432.63	051904	007428	GOLD STAR FOODS INC	03263	8,184.79
051905	011151	MADERA PRODUCE INC	03263	4,898.40	051906	003519	OFFICE DEPOT INC	03263	200.98
051907	005080	PIERRE FROZEN FOODS	03263	18,094.28	051908	012156	PLATINUM PACKAGING GROUP	03263	4,011.00
051909	008687	PRODUCERS DAIRY FOODS INC	03263	22,928.19	051910	009919	SCHOOL LUNCH PRODUCTS INC	03263	1,650.38
051911	013087	SHASKY FARMS	03263	315.00	051912	011779	VALLEY FOOD SERVICE	03263	2,025.62
051913	012197	WESTSIDE WATER CONDITIONING	03263	419.29	051914	012595	DC GRADING & PAVING INC	03277	87,196.75
051915	007697	ENVIROCLEAN	03277	4,767.94	051916	011802	IOHLAN CONSTRUCTION SVCS INC	03277	8,440.00
051917	012478	STEWART SIGN COMPANY	03277	8,824.19	051918	001232	MODERN AIR MECHANICAL INC	03265	42,432.30
051919	012996	WHITEHEAD CONSTRUCTION INC	03265	25,497.00	051920	010193	DESIGNED MOBILE SYSTEMS INC	03273	8,400.00
051921	008470	ACTION COMPUTERS	03264	2,090.78	051922	005241	MERCED CITY SCHOOL DISTRICT	03264	48,322.88

TOTAL AMOUNT OF ALL WARRANTS \$753,038.94\*\*\*

Merced City School District  
WARRANT REGISTER FOR WARRANTS DATED 11/02/11

AFY220ME H.00.02

WARR NUMBER	VENDOR NUMBER	PAYEE NAME	FUND	AMOUNT	WARR NUMBER	VENDOR NUMBER	PAYEE NAME	FUND	AMOUNT
059890	013000	AMERICAN EXPRESS	03270	100,365.72	059891	013115	JIMMY BALADAD	03270	900.00
059892	013116	MARCOS CENTENO	03270	938.00	059893	009521	DAN CHURCH	03270	418.00
059894	012798	KEN COOPER	03270	938.00	059895	013117	LORI COOPER	03270	900.00
059896	004660	DORA CRANE	03270	1,356.00	059897	013118	JESUS DIAZ	03270	938.00
059898	012415	THOMAS ELLISON	03270	938.00	059899	010936	ALFRED FLORES	03270	938.00
059900	003210	LORI FRAIRE	03270	418.00	059901	013119	AMANDA GARCIA	03270	900.00
059902	013120	NOU HER	03270	900.00	059903	009773	RAFAEL JIMENEZ	03270	900.00
059904	013121	DESMOND NAVARES	03270	900.00	059905	007404	RON NEWMARK	03270	418.00
059906	005454	TAMARA O'NEILL	03270	418.00	059907	003695	SALLY OLESON	03270	418.00
059908	003871	KEITH REBELO	03270	418.00	059909	007852	TERRY SAKTON	03270	418.00
059910	007572	GEORGE SOUZA	03270	938.00	059911	012270	WINDLY SOZA	03270	938.00
059912	013122	TERI VERDIN	03270	938.00	059913	013000	AMERICAN EXPRESS	03271	3,200.58
059914	013000	AMERICAN EXPRESS	03275	1,412.00					

TOTAL AMOUNT OF ALL WARRANTS \$122,164.30\*\*\*

# MERCED CITY SCHOOL DISTRICT

TO: RoseMary P. Duran, Ed.D.  
District Superintendent

FROM: Greg Spicer  
Associate Superintendent

PREPARED BY: Kris Cavallero  
Chief Fiscal Officer

DATE: November 15, 2011

SUBJECT: **BUDGET TRANSFERS**

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## **Recommendation**

It is recommended that the Board of Education ratify the list of budget transfers completed during the month of October 1 through October 31, 2011.

## **Background**

Budget transfer transactions have been completed as necessary to permit payment of the obligations incurred by Merced City School District.

The Budget Transfer Transactions list will be provided to the Board for review.

## **Fiscal Impact**

Revenue: N/A  
Expenditure: N/A  
Budget Category: Various

# **BOARD ACTION**

**SUPERINTENDENT**

# MERCED CITY SCHOOL DISTRICT

TO: Board of Education

FROM: RoseMary Parga Duran, Ed.D.  
District Superintendent

DATE: November 15, 2011

SUBJECT: **GIFTS/GRANTS AND BEQUESTS**

---

## **Recommendation**

It is recommended that the Board of Education accept the gifts/grants and bequests in the amount of **\$6,391.75**.

<b><u>School/Department</u></b>	<b><u>Description</u></b>	<b><u>Donated By</u></b>	<b><u>Value</u></b>
Burbank School	Monetary Donations (3) - \$5,001.00 for web cams/projectors - \$48.00 for supplies - \$1,342.75 for library fund account	Burbank Parent/Teacher Council	\$6,391.75

**Background:** As a result of Board Policy 3290, Gifts/Grants/Bequests, adopted by the Board on October 3, 1989, the items listed above reflect what has been received by a school and/or department in the district.

## **Fiscal Impact**

Revenue: \$6,391.75  
Expenditure: None  
Budget Category: Instructional Supplies

# MERCED CITY SCHOOL DISTRICT

TO: Board of Education

FROM: RoseMary Parga Duran, Ed.D.  
District Superintendent

DATE: November 15, 2011

SUBJECT: **CALIFORNIA SCHOOL BOARDS ASSOCIATION (CSBA)  
NOMINATIONS FOR DELEGATE ASSEMBLY**

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## **Recommendation**

It is recommended that the Board of Education consider nominations for CSBA's Delegate Assembly by voting as a whole using the attached (copy) of a nomination form for Subregion (8-D).

## **Background**

Any CSBA member board is eligible to nominate board members within their geographical region or subregion. Each board may nominate as many individuals as it chooses by using the attached nomination form or submitting a letter of nomination. All nominees must submit the required biographical sketch. An optional one-page, one-sided resume (resume cannot be substituted for the candidate biographical sketch form) may also be submitted. **Nomination materials must be postmarked no later than Monday, January 9, 2012.** Faxes are also acceptable, but they must be received by January 9.

Delegates serve two-year terms; beginning April 1, 2012 through March 31, 2014. There are two required Delegate Assembly meetings each year, one in May in Sacramento and one preceding the CSBA Annual Education Conference and Trade show in November/December.

## **Fiscal Impact**

Revenue: None  
Expenditure: None  
Budget Category: None



# **EDUCATIONAL SERVICES**

# MERCED CITY SCHOOL DISTRICT

TO: RoseMary Parga Duran, Ed.D.  
District Superintendent

FROM: Annie Dossetti  
Assistant Superintendent, Educational Services

PREPARED BY: Greg Blount  
Director of Information Technology and Support Services

DATE: November 15, 2011

SUBJECT: **RESOLUTION NO E-22-2011-2012 GENERAL CHILD CARE AND DEVELOPMENT PROGRAM CONTRACT**

---

## **Recommendation**

It is recommended that the Board of Education approve the State of California General Child Care and Development Program contract # CCTR-1375, and adopt Resolution No. E-22-2011-2012 authorizing signatories on behalf of the state child care and development program and accepting the grant award.

## **Background**

Because the City of Merced has released the Youth Enrichment Program (YEP) child care contract with the State, Merced City School District has applied for and has been offered to continue the contract under the District's name. The YEP program services over 180 eligible school children and families by providing before and after school child care and full time care during the summer and holidays.

Funding terms and conditions require that the Board of Education pass a resolution which approves the contract and names the official who is authorized to sign it on its behalf.

## **Fiscal Impact**

Revenue: \$466,105

Expenditure: \$466,105

Budget Category: 12-Child Development-Resources 5025 & 6105-Youth Enrichment Program

**MERCED CITY SCHOOL DISTRICT**

**RESOLUTION NO. E-22-2011-2012**

Local Agreement for General Child Care & Development Programs Contract # CCTR-1375

**WHEREAS**, this resolution certifies the approval of the Board of Education to enter into this transaction with the California State Department of Education for the purpose of providing general child care and development programs and to authorize the designated personnel to sign contract documents for Fiscal Year 2011/2012.

**NOW, THEREFORE, BE IT RESOLVED** that the Governing Board of the Merced City School District authorizes entering into Contract Number CCTR-1375 and that any one of the persons listed below are authorized to sign this contract and conduct other routine child development transactions for the Board.

<u>TITLE</u>	<u>NAME</u>	<u>SIGNATURE</u>
Superintendent	RoseMary P. Duran, Ed.D.	_____
Associate Superintendent	Greg Spicer	_____
Assistant Superintendent	Annie Dossetti	_____
Director, IT and Support Services	Greg Blount	_____

**RESOLVED THAT THE GOVERNING BOARD OF MERCED CITY SCHOOL DISTRICT, THIS 15<sup>TH</sup> DAY OF NOVEMBER, 2011, APPROVES RESOLUTION NO. E-22-2011-2012.**

<u>NAME</u>	<u>SIGNATURE</u>
RoseMary Parga Duran, Ed.D. District Superintendent	_____
Greg Spicer, Associate Superintendent	_____
Board Member	_____
Board Member's Signature	_____
Date of Board Action	<u>November 15, 2011</u>

## MERCED CITY SCHOOL DISTRICT

PASSED AND ADOPTED by the Board of Education on this 15<sup>th</sup> of November, by the following vote:

AYES: \_\_\_\_\_  
NOES: \_\_\_\_\_  
ABSENT: \_\_\_\_\_  
ABSTAIN: \_\_\_\_\_

I, RoseMary Parga Duran, Secretary of the Board of Education of the Merced City School District, do hereby certify that the foregoing is a full, true and correct copy of a Resolution passed and adopted by the Board at a regularly called and conducted meeting held on said date.

---

RoseMary Parga Duran, Ed.D.  
Secretary of the Governing Board of  
Board of Education of the Merced City School District  
Merced County, State of California

# MERCED CITY SCHOOL DISTRICT

TO: RoseMary Parga Duran, Ed.D.  
District Superintendent

FROM: Annie Dossetti  
Assistant Superintendent, Educational Services

PREPARED BY: Melanie Cole  
Coordinator, Preschool and Child Development Programs

DATE: November 15, 2011

SUBJECT: **RESOLUTION E-23-2011-2012 LOCAL AGREEMENT FOR  
PREKINDERGARTEN AND FAMILY LITERACY PROGRAM  
CONTRACT # CPKS-1050**

---

## Recommendation

It is recommended that the Board of Education approve the State of California Prekindergarten and Family Literacy Program contract # CPKS-1050, and adopt Resolution No. E-23-2011-2012 authorizing signatories on behalf of the state child development program and accepting the grant award.

## Background

The Prekindergarten and Family Literacy Support contract funds are used to promote and support the interactive literacy activities for children and families enrolled in the prekindergarten and family literacy program located at Alicia Reyes.

Merced City School District will use the Prekindergarten and Family Literacy Program funding for the benefit of children and families, in accordance with the program requirements, to compensate and support the cost of program coordination, to provide staff development for teachers in participating classrooms in the areas of pedagogical knowledge of instructional strategies, assessments and information on working with families in interactive literacy activities, for family literacy services, and to purchase instructional materials, including consumables.

The California Department of Education requires Prekindergarten and Family Literacy Program funds be incurred during the contract period with a report of expenditures submitted quarterly to the California Department of Education, Child Development Fiscal Services.

## Fiscal Impact

Revenue: \$5,000  
Expenditure: \$5,000  
Budget Category: Fund 12 – Child Development; Resource 6052 – Prekindergarten and Family Literacy Program

**MERCED CITY SCHOOL DISTRICT**

**RESOLUTION NO. E-23-2011-2012**

Local Agreement for Prekindergarten and Family Literacy Program Services  
Contract # CPKS-1050

**WHEREAS**, this resolution certifies the approval of the Board of Education to enter into this transaction with the California State Department of Education for the purpose of providing prekindergarten and family literacy program services and to authorize the designated personnel to sign contract documents for Fiscal Year 2011/2012.

**NOW, THEREFORE, BE IT RESOLVED** that the Governing Board of the Merced City School District authorizes entering into **Contract Number CPKS-1050** and that any one of the persons listed below are authorized to sign this contract and conduct other routine child development transactions for the Board.

<u>TITLE</u>	<u>NAME</u>	<u>SIGNATURE</u>
Superintendent	RoseMary P. Duran, Ed.D	_____
Associate Superintendent Administrative Services	Greg Spicer	_____
Assistant Superintendent Educational Services	Annie Jew Dossetti	_____
Coordinator, Preschool Program	Melanie Cole	_____

**RESOLVED THAT THE GOVERNING BOARD OF MERCED CITY SCHOOL DISTRICT, THIS 15TH DAY OF NOVEMBER, 2011, APPROVES RESOLUTION NO. E-23-2011-2012.**

<u>Name:</u>	<u>Signature:</u>
RoseMary Parga Duran, Ed.D. District Superintendent	_____
Greg Spicer, Associate Superintendent, Administrative Services	_____
Board Member:	_____
Board Member's Signature:	_____
Date of Board Action:	<u>November 15, 2011</u>

# MERCED CITY SCHOOL DISTRICT

**PASSED AND ADOPTED** by the Board of Education on this 15th day of November, 2011, by the following vote:

AYES: \_\_\_\_\_  
NOES: \_\_\_\_\_  
ABSENT: \_\_\_\_\_  
ABSTAIN: \_\_\_\_\_

I, RoseMary Parga Duran, Secretary of the Board of Education of the Merced City School District, do hereby certify that the foregoing is a full, true and correct copy of a Resolution passed and adopted by the Board at a regularly called and conducted meeting held on said date.

---

RoseMary Parga Duran, Ed.D.  
Secretary of the Governing Board of  
Board of Education of the Merced City School District  
Merced County, State of California

# MERCED CITY SCHOOL DISTRICT

TO: RoseMary Parga Duran, Ed.D.  
District Superintendent

FROM: Annie Dossetti  
Assistant Superintendent, Educational Services

PREPARED BY: Ken Testa, Ed.D.  
Director, Special Education and Pupil Services

DATE: November 15, 2011

SUBJECT: **STUDENT EXPULSION**

---

## **Recommendation**

It is recommended that the Board of Education adopt the findings of fact, rehabilitation plan, and readmission date as set forth in the recommendation of the administrative panel and approve the expulsion of Student # 4/2011-12.

## **Background**

The Board of Education may review and deliberate this item only in closed session. The Board of Education must vote in open session concerning each student.

## **Fiscal Impact**

Revenue: None

Expenditure: None

Budget Category: None

# **ADMINISTRATIVE SERVICES**

# MERCED CITY SCHOOL DISTRICT

TO: RoseMary Parga Duran, Ed.D.  
District Superintendent

FROM: Greg Spicer  
Associate Superintendent, Administrative Services

DATE: November 15, 2011

SUBJECT: **2012-2013 SCHOOL CALENDAR**

---

## **Recommendation**

It is recommended that the Board of Education adopt the 2012-2013 school calendar as presented.

## **Background**

Staff has met with representatives of MCTA, CSEA and Management to review different calendar options.

The first day of school will be August 20, 2012 and school will end on June 5, 2013. Eighth grade graduation is scheduled for Tuesday, June 4, 2013.

## **Fiscal Impact**

Revenue: None

Expenditure: None

Budget Category: None

**MERCED CITY SCHOOL DISTRICT**  
Calendar for July 2012/June 2013

July, 2012						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

  

August, 2012						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

  

September, 2012						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

  

October, 2012						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

  

November, 2012						
S	M	T	W	T	F	S
						3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

  

December, 2012						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

January, 2013						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

  

February, 2013						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

  

March, 2013						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7*	8*	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

  

April, 2013						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

  

May, 2013						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

  

June, 2013						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

**QUARTERS - K - 8**

- 1st Quarter - Oct 19 (44 days)
- 2nd Quarter - Jan 11 (43 days)
- 3rd Quarter - Mar 22 (47 days)
- 4th Quarter - Jun 5 (46 days)

**LEGAL HOLIDAYS**

- July 4 Independence Day
- September 3 Labor Day
- November 12 Veterans' Day Observed
- November 21 Classified Non-work Day
- 18 November 22 Thanksgiving Day
- November 23 In Lieu of Admission Day
- December 24 In lieu of Good Friday
- December 25 Christmas Day
- December 31 New Year's Eve 1/2 Day
- January 1 New Year's Day
- January 21 Martin Luther King Jr Day
- February 15 Lincoln's Birthday
- February 18 Presidents' Day
- May 27 Memorial Day

**LOCAL RECESS**

- November 19-23 Thanksgiving Week
- Dec 21 - Jan 4 Winter Break
- Mar 29 - Apr 5 Spring Break

**IMPORTANT DATES**

- August 10 & 13 New Teacher Orientation
- August 7 & 10 Pre-Service Set Up Days
- August 8 & 9 Staff Development
- 18 August 20 **First Day of School**
- September 6 Back to School (Pre K - 5)
- September 13 Back to School (6-8)
- Oct 22-30 Pre K-5 Parent Conference
- Nov 1-9 6-8 Parent Conference
- Feb 28 & Mar 1 Pre K-5 Parent Conference
- March 7 & 8 Middle School-Staff Development
- May 16 Open House (6-8))
- May 22 Open House (Pre K-5)
- Jun 3 8th Grade Trip
- Jun 4 8th Grade Graduation
- Jun 5 **Last Day of School (Minimum Day)**

**LEGEND**

- New Teacher Orientation
- Holiday
- Pre K-5 Parent Conference (Minimum Days)
- 6-8 Parent Conference (Minimum Days)
- \* Middle School Staff Develop (Minimum Days)
- Back to School Night
- Open House
- 1/2 Day
- All Teachers return
- Local Recess
- Beginning/End of School Year
- [ ] # of School Days in that Month

**PROGRESS REPORT WINDOW DATES:**  
 SEF 14 TO CLOSE OF BUSINESS SEP 18  
 NOV 9 TO CLOSE OF BUSINESS NOV 14  
 FEB 8 TO CLOSE OF BUSINESS FEB 12  
 APR 26 TO CLOSE OF BUSINESS APR 30  
**GRADING WINDOW: MAY 29 TO JUN 7**

# MERCED CITY SCHOOL DISTRICT

TO: RoseMary Parga Duran, Ed.D.  
District Superintendent

FROM: Greg Spicer  
Associate Superintendent, Administrative Services

PREPARED BY: Kraig Magnussen  
Chief Operations Officer

DATE: November 15, 2011

SUBJECT: **RIVERA JOINT-USE GYM PROJECT- REQUEST FOR CHANGE ORDER – CATEGORY 9**

---

## **Recommendation**

It is recommended that the Board of Education accept the Request for Change Order (RCO 1-9) from Whitehead Construction, Inc.

## **Background**

Whitehead Construction, Inc. has completed the work required on their primary contract at a cost less than the original contract sum. Therefore, \$73,000.00 will be returned to the District.

The Original Contract Sum:	\$ 78,000.00
Net Changes by previously <i>authorized</i> Change Orders:	\$ 0.00
Contract Sum prior to Change Order:	\$ 78,300.00
Reduction of Original Contract Sum:	<u>\$ (5,000.00)</u>
New Contract Sum:	\$ <b>73,000.00</b>

## **Fiscal Impact**

Revenue: Reduction of overall planned expenditure(s) - \$ 5,000.00

Expenditure: No increase to overall planned expenditure(s)

Budget Category: Fund 21 – Bond Fund

# MERCED CITY SCHOOL DISTRICT

TO: RoseMary Parga Duran, Ed.D.  
District Superintendent

FROM: Greg Spicer  
Associate Superintendent, Administrative Services

PREPARED BY: Kraig Magnussen  
Chief Operations Officer

DATE: November 15, 2011

SUBJECT: **RIVERA JOINT-USE GYM PROJECT- REQUEST FOR CHANGE ORDER – CATEGORY 3**

---

## **Recommendation**

It is recommended that the Board of Education accept the Request for Change Order (RCO 1-3) from Diede Construction, Inc.

## **Background**

Diede Construction, Inc. has completed the work required on their primary contract at a cost less than the original contract sum. Therefore, \$494,901,000.00 will be returned to the District.

The Original Contract Sum:	\$ 510,300.00
Net Changes by previously <i>authorized</i> Change Orders:	\$ 0.00
Contract Sum prior to Change Order:	\$ 510,300.00
Reduction of Original Contract Sum:	<u>\$ (15,399.00)</u>
New Contract Sum:	\$ <b>494,901.00</b>

## **Fiscal Impact**

Revenue: Reduction of overall planned expenditure(s) - \$ 15,399.00

Expenditure: No increase to overall planned expenditure(s)

Budget Category: Fund 21 – Bond Fund

# MERCED CITY SCHOOL DISTRICT

TO: RoseMary Parga Duran, Ed.D.  
District Superintendent

FROM: Greg Spicer  
Associate Superintendent, Administrative Services

PREPARED BY: Kraig Magnussen  
Chief Operations Officer

DATE: November 15, 2011

SUBJECT: **PUBLIC HEARING FOR RIVERA MIDDLE SCHOOL GRADES  
K-8 CONVERSION PROJECT (STATE CLEARINGHOUSE #  
2010111027) AND APPROVAL OF RESOLUTION NO. A-52-2011-  
2012 - CEQA MITIGATED NEGATIVE DECLARATION**

---

## **Recommendation**

It is recommended that the Board of Education conduct a public hearing and adopt Resolution No. A-52-2011-2012 approving the Mitigated Negative Declaration for the Rivera Middle School Grades K-8 Conversion Project.

## **Background**

### **Purpose of Public Hearing:**

The purpose of the public hearing is to consider the adoption of Mitigated Negative Declaration. Pursuant to the California Environmental Quality Act (Public Resources Code Section 21000 et. seq.) and the State CEQA Guidelines (California Code of Regulations, Title 14, Section 15000 et. seq.), prior to approving the project and developing the school site, the Governing Board is required to adopt a Mitigated Negative Declaration for the project. The Board must find that the Initial Study and Mitigated Negative Declaration were completed in compliance with CEQA, and that there is no substantial evidence the Project may have a significant effect on the environment.

CEQA and the State CEQA Guidelines also require that the Board adopt a Mitigation Monitoring and Reporting Program for the project.

## **Project Description**

The project consists of the construction of new classrooms and facilities and the remodeling of existing classrooms and other facilities on the campus of Rivera Middle School in order to facilitate the conversion of the school from a grade 6 to 8 middle school to a grade K to 8 school.

## MERCED CITY SCHOOL DISTRICT

The proposed new administration and multi-purpose facilities would be located close to the main parking lot to promote ease of access. The parking lots are intended to minimize traffic on the adjacent streets during peak hours of drop off and pick up. The site plan incorporates additional interior courtyard space to encourage students to remain safely on campus during school hours. The project design does not require the removal of any existing playfields. Public on-site parking has been located near playfields that will be used during non-school hours with the intent of minimizing parking impacts on nearby neighborhoods. According to the District, the design of the new facilities will complement the existing campus and neighborhood. Upon full build-out, the school will have 60 teaching stations with the capacity for 1,500 grades K through 8 students. Portions of the school grounds will continue to be lighted for security and recreational purposes and may be available for community use during non-school hours.

The District anticipates the additional classrooms and facilities will be constructed and become operational by December 2013. The actual timing for construction will be subject to funding availability and enrollment growth.

### **California Environmental Quality Act Compliance**

The project is subject to the requirements of CEQA and the State CEQA Guidelines. Following these requirements, a proposed Mitigated Negative Declaration and an Initial Study have been prepared and processed for the project (included in Board materials).

The Initial Study describes the project and its environmental setting and presents the following information for environmental issues potentially impacted by the project: (1) a determination of whether the project will have a potentially significant impact, less than significant impact with mitigation incorporated, less than significant impact, or no impact; (2) a brief explanation for each determination, including references to any mitigation measures incorporated in the project to address the impact; and (3) the source(s) for each explanation.

The Mitigated Negative Declaration is proposed for adoption based upon the determination that although the project could have a significant effect on the environment, there will not be a significant effect because of mitigation measures that have been incorporated into the project. The reasons to support this determination, including the mitigation measures incorporated in the project, are documented in the Initial Study.

### **Adoption of Mitigated Negative Declaration**

In accordance with CEQA and the State CEQA Guidelines, prior to approving the project, the Board must certify the following:

1. The Initial Study and Mitigated Negative Declaration reflect the independent judgment of the District.
2. The Initial Study and Mitigated Negative Declaration have been completed in compliance with CEQA, and the Board has reviewed and considered the information contained in the following documents: the Initial Study, the proposed Mitigated Negative Declaration, the comments received from agencies and individuals during the public review period, and the District's responses to the comments.

## MERCED CITY SCHOOL DISTRICT

3. Based on the Initial Study and the comments received, there is no substantial evidence the Project may have a significant effect on the environment.

Based upon a review of the Initial Study, Mitigated Negative Declaration and the comments received, the District Administration recommends that the above certifications be made.

### **Hazardous Emissions or Hazardous Waste and/or Materials**

Public Resources Code Section 21151.8 and Education Code Sections 17213 require that the Board find as follows in adopting the Mitigated Negative Declaration:

1. The site proposed for development and operation of an Elementary school (a) is not, and has not been, a hazardous waste disposal site or solid waste disposal site; (b) is not a hazardous waste release site identified by the State Department of Health Services in a current list adopted pursuant to Section 25356 for removal or remedial action pursuant to Chapter 6.8 of Division 20 of the Health and Safety Code; (c) does not contain pipelines situated underground or above-ground which carry hazardous substances, acutely hazardous materials, or hazardous wastes, unless the pipeline is a natural gas line which is used only to supply natural gas to that school or neighborhood or other nearby schools; and (d) is not within 500 feet of the edge of the closest traffic lane of a freeway or other busy traffic corridor as defined in Education Code Section 17213(d)(9) and Public Resources Code Section 21151.8(c)(9).

2. The District consulted with the Merced County Department of Public Health (MCDPH) and San Joaquin Valley Air Pollution Control District (SJVAPCD) to identify any facilities or sources within one-fourth mile of the site which might reasonably be anticipated to emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste. If such facilities or sources are identified, the Board, pursuant to Public Resources Code Section 21151.8 and Education Code Section 17213, must find that the health risks from the facilities or other pollution sources do not and will not constitute an actual or potential endangerment of public health to persons who would attend or be employed at the school.

Seven facilities and sources within one-fourth mile of the site were identified. Based on the information provided in the Phase I Environmental Site Assessment, it was determined that none of the facilities identified would constitute an actual or potential endangerment of public health to persons who would attend or be employed at Rivera School.

Based on the above information and information contained in the Initial Study, the District Administration recommends that the above findings be made.

### **Additional CEQA Requirements**

CEQA and the State CEQA Guidelines require that the Board take additional actions in deciding whether to approve the project and how to approve the project. These actions are listed below:

1. The Board must incorporate in the project all mitigation measures set forth in the Mitigated Negative Declaration. Based on a review of the Initial Study and Mitigated Negative Declaration, the District Administration recommends that the mitigation measures be incorporated in the project.

## MERCED CITY SCHOOL DISTRICT

2. The Board must approve and authorize the implementation of the Mitigation Reporting Program presented in the Initial Study. Based upon a review of the Initial Study, the District Administration recommends that the Mitigation Reporting Program be approved.

Supporting documentation is available upon request in the Personnel Services Office.

**MERCED CITY SCHOOL DISTRICT**

BEFORE THE BOARD OF EDUCATION OF THE  
MERCED CITY SCHOOL DISTRICT  
MERCED COUNTY, CALIFORNIA

RESOLUTION NO. A-52-2011-2012

In the Matter of )  
 )  
THE APPROVAL OF A MITIGATED )  
NEGATIVE DECLARATION FOR THE )  
RIVERA MIDDLE SCHOOL GRADES )  
K-8 CONVERSION PROJECT )

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WHEREAS, the Merced City School District ("District") has prepared an Initial Study and proposed Mitigated Negative Declaration in compliance with the California Environmental Quality Act ("CEQA") for the Rivera Middle School Grades K-8 Conversion Project ("Project"); and

WHEREAS, notice that the District proposed to adopt a Mitigated Negative Declaration was provided to the public within a reasonable period of time prior to the date on which the Mitigated Negative Declaration was scheduled for adoption; and

WHEREAS, the Initial Study identified potentially significant effects which the Project could have but the District agreed to mitigation measures before the proposed Mitigated Negative Declaration was released for public review, which will avoid the effects or mitigate the effects to a point where no significant impacts will occur; and

WHEREAS, all comments received from the public in response to the proposed Mitigated Negative Declaration have been submitted to the Board for review, together with responses to those comments; and

WHEREAS, there is no substantial evidence before the Board that the Project may have a significant effect on the environment; and

WHEREAS, the District has prepared a Mitigation Monitoring and Reporting Program, set forth in Section H of the Initial Study, for the Project.

NOW, THEREFORE, BE IT RESOLVED

1. The Board adopts the foregoing recitals as true and correct.
2. The Board hereby finds that the Initial Study and Mitigated Negative Declaration reflect the independent judgment of the District as Lead Agency for the Project.

## MERCED CITY SCHOOL DISTRICT

3. The Board hereby finds that the Initial Study and Mitigated Negative Declaration have been completed in compliance with CEQA, and that the Board has independently reviewed and considered the Initial Study and proposed Mitigated Negative Declaration, together with all comments received during the public review process, prior to adopting the Mitigated Negative Declaration and approving the Project.

4. The Board hereby finds, based on the Initial Study and the comments received, there is no substantial evidence the Project may have a significant effect on the environment.

5. Based on information in the Initial Study and Phase 1 Environmental Site Assessment report, the Board finds that (1) the Project site is not, and has not been, a hazardous waste disposal site or solid waste disposal site; (2) the Project site is not a hazardous waste release site identified by the State Department of Health Services in a current list adopted pursuant to Section 25356 for removal or remedial action pursuant to Chapter 6.8 of Division 20 of the Health and Safety Code; (3) the Project site does not contain pipelines situated underground or above-ground which carry hazardous substances, acutely hazardous materials, or hazardous wastes, unless the pipeline is a natural gas line which is used only to supply natural gas to that school or neighborhood or other nearby schools; and (4) the Project site is not within 500 feet of the edge of the closest traffic lane of a freeway or other busy traffic corridor as defined in Education Code Section 17213(d)(9) and Public Resources Code Section 21151.8(c)(9).

6. The District consulted with the Merced County Department of Public Health (MCDPH) and San Joaquin Valley Air Pollution Control District (SJVAPCD) to identify any facilities or sources within one-fourth mile of the site which might reasonably be anticipated to emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste. Seven facilities and sources within one-fourth mile of the site were identified. Based on the information presented in the Staff Report, the Board hereby finds that none of the facilities identified would constitute an actual or potential endangerment of public health to persons who would attend or be employed at Rivera School.

7. The Board hereby confirms that the mitigation measures listed in the Initial Study and proposed Mitigated Negative Declaration have been incorporated into the Project, adopts the Mitigation Monitoring and Reporting Program described in the Initial Study, and adopts a Mitigated Negative Declaration for the Project.

8. The Board hereby approves the Project.

9. The Board hereby authorizes the Superintendent or his designee to file a Notice of Determination for the Project.

**MERCED CITY SCHOOL DISTRICT**

This Resolution is adopted this 15<sup>th</sup> day of November 2011, by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSTENTIONS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
Member of the Governing Board  
Merced City School District

Attest:

\_\_\_\_\_  
RoseMary Parga Duran, Ed.D.  
Secretary to the Governing Board  
Merced City School District

# MERCED CITY SCHOOL DISTRICT

## RESPONSE TO COMMENTS ON PROPOSED MITIGATED NEGATIVE DECLARATION

Presented below are the responses of the Merced City School District to the comment letters received on the Initial Study and proposed Mitigated Negative Declaration for the proposed Rivera Middle School Grades K-8 Conversion Project. A copy of each comment letter is attached for reference:

- **Response to letter dated October 12, 2011, from the San Joaquin Valley Air Pollution Control District (SJVAPCD), David Warner, Director of Permits**

### *Response:*

The District concurs with the SJVAPCD's conclusion that the project's specific criteria pollutant emissions would have no significant impact on air quality. With respect to SJVAPCD Rule 9510, the District will comply with the regulation. Furthermore, the District understands that the project may be subject to other SJVAPCD rules and regulations. Page 14 and 15 of the Initial Study specifically refers to these and all other applicable rules as "existing regulations" which the project will be subject to.

- **Response to letter dated October 27, 2011, from the City of Merced, Kim Espinosa, Planning Manager**

### *Response:*

#### *Proposed New Driveway on R Street and Buena Vista Drive & M Street Intersection and Public Facilities Impact Fees*

The City of Merced states that they concur with the information from the Initial Study addressing the proposed new driveway on R Street. With respect to public facilities impact fees, they indicate that the District will be responsible for the payment of these fees for impacts directly attributable to the proposed expansion and not the existing facilities. The District concurs and will coordinate with the City of Merced to meet this requirement.

### *Parking*

A new parking lot is being provided between the two existing parking lots located along the southern portion of the campus (along the north side of Buena Vista Drive). The two existing parking lots provide 68 parking spaces. The new parking lot will provide an additional 39 parking spaces for a total of 107 parking spaces. This parking area is intended for use during school hours and during non-school hours for activities taking place at the playfields. At no time will parking be allowed on the proposed staff parking lot located along the northern property line during non-school hours. However, on occasion (during school sponsored special events and sporting activities) the new staff parking lot may be made available to the general public as an

## MERCED CITY SCHOOL DISTRICT

overflow parking area in order to minimize parking impacts on the nearby neighborhood located south of Buena Vista Drive.

### Bus Loading/Unloading

To clarify, the proposed grade K-5 and 6-8 bus loading/unloading areas are not being located on the new staff parking area on the northern end of the campus. They are being located in the southern end of the campus just north of the existing parking lots as shown on Site Plan (Figure 3).

### Public Improvements

Provided that funding is not available to complete this work at an earlier time, these improvements will be completed during the parking lot construction and improvements phase for the parking lots located along Buena Vista Drive.

### Water and Wastewater

Comment is noted. No further response is necessary.

- **Response to letter dated October 28, 2011, from State of California, Department of Toxic Substances Control, Harold (Bud) Duke, PG, Senior Engineering Geologist**

With respect DTSC requirements, the District will comply with the requirements of the Education Code sections 17213.1 and 17213.2 upon resumption of the environmental oversight program (EOP) which was placed on inactive status by the District on May 19, 2011. Should a response action(s) be deemed necessary, the analysis of potential public health and environmental impacts associated with said action(s) will be covered in an addendum to the mitigated negative declaration which will be completed upon the resumption of the EOP.

- **Response to letter dated November 1, 2011, from State of California, Governor's Office of Planning and Research, State Clearinghouse and Planning Unit, Scott Morgan, Director**

The State Clearinghouse acknowledges that the District has complied with the State Clearinghouse review requirements for draft environmental documents, pursuant to the California Environmental Quality Act. No further response is required.

# MERCED CITY SCHOOL DISTRICT

TO: RoseMary Parga Duran, Ed.D.  
District Superintendent

FROM: Greg Spicer  
Associate Superintendent, Administrative Services

PREPARED BY: Kraig Magnussen, Chief Operations Officer

DATE: November 15, 2011

SUBJECT: **ARCHITECTURAL SERVICE CONTRACT FOR HOOVER  
KITCHEN REMODEL PROJECT - REVISION**

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## **Recommendation**

It is recommended the Board of Education approve the contract for architectural services to be provided by Taylor Teter Architects, LLP at a cost of \$6,875.00.

## **Background**

Hoover acts as the “packaging and preparation center” for six sites (3 Elementary and 3 MS). The combined Average Daily Meals Produced/Packaged by Hoover is 3,545 Meal Equivalents per day. That is a total of 74,444 Meal Equivalents in a 21 day period (month).

The existing baking oven (installed in the 1960’s) is no longer operational and requires replacement as quickly as possible. The original Contract Documents (provided by Taylor Teter Architects, LLP) require revisions and modifications due to the new timeline and scope of work.

Taylor Teter Architects, LLP have submitted a proposed contract amendment that details the consulting services required for a completion date of January 3, 2012 and which include the necessary revisions to the Scope of Work based on directives from district personnel. These architectural services would cost \$6,785.00.

## **Fiscal Impact**

Revenue: None  
Expenditure: \$ \$6,875.00  
Budget Category: Fund 13 – Cafeteria