



The Modesto City Schools Board of Education supports the county-wide "Choose Civility" initiative and pledges to encourage and model civil behavior.

---

**MODESTO CITY SCHOOLS  
BOARD OF EDUCATION AGENDA**

**BOARD ROOM IN THE STAFF DEVELOPMENT CENTER  
1332<sup>nd</sup> REGULAR MEETING**

**November 13, 2012**

Period for Public Presentations

6:25 p.m.\*

---

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Superintendent's office, 576-4141. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this 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 426 Locust Street during normal business hours.

**\* Times are approximate. Individuals wishing to address an agenda item should plan accordingly.**

**A. INITIAL MATTERS:**

3:30 to 3:31 1. **Call to Order.**

3:31 to 5:00 2. **Closed Session.**

Public comment regarding closed session items will be received before the Board goes into closed session.

.1 Conference with Legal Counsel: Potential Litigation;  
No. Cases: One

.2 Public Employee Discipline/Dismissal/Release

.3 Conference with District Labor Negotiator: Craig Rydquist regarding employee organizations: Modesto Teachers' Association and California School Employees Association, Chapter No. 007; and Unrepresented Employees (Managers and Administrators).

**A. INITIAL MATTERS (continued):**

5:00 to 6:00

**SPECIAL RECEPTION – (to be held in the Staff Development Center, 425 Locust Street):**

Board of Education members will recognize 74 students from 13 schools for earning a Perfect 600 score on one or more of the exams part of the Standardized Testing and Reporting (STAR) testing program. Each student will receive a “Modesto City Schools – Perfect 600 – STAR” medallion.

6:00 to 6:01

3. **Moment of Silence.**

6:01 to 6:05

4. **Pledge of Allegiance.**

<i>Fabian Pinto</i>	Fifth Grade	Tuolumne Elementary
<i>Cynthia Ramirez</i>	Fifth Grade	Tuolumne Elementary

6:05 to 6:13

5. **Announcements.****Character Education Recognition:**

*Anthony Villegas*, Kindergarten, Beard Elementary: **Compassion**  
*Johnathan Candelario*, 6<sup>th</sup> Grade, Martone Elem.: **Compassion**  
*Justin Baker*, 12<sup>th</sup> Grade, Johansen High: **Compassion**

**MCS Heroes:**

*Olivia Burton*, Principal’s Secretary, Fairview Elementary  
*Jana Lee*, Teacher, Martone Elementary  
*Jason Manning*, Principal, Modesto High

6:13 to 6:23

6. **Approval of Annual Board Reorganization:**

- a.) Selection of President of the Board.
- b.) Selection of Vice-President of the Board.
- c.) Selection of Board Representative to the County Committee on School District Organization.
- d.) Selection of Board Representative and Alternate to the Salida Area Public Facilities Financing Agency (SAPFFA) Board of Directors.
- e.) Selection of Board Representatives (2) and Alternates to the Schools Infrastructure Financing Agency (SIFA) Board of Directors.
- f.) Selection of Board Representative to the California Association of Large Suburban School Districts (CALSSD) Board of Directors.
- g.) Selection of Board Representative (Vice President) and (1) Additional Board Member to Serve on the District Audit Committee.
- h.) Nomination for CSBA Delegate Assembly, 2013.

**A. INITIAL MATTERS (continued):**6:23 to 6:24 7. **Approval of Consent Agenda.**

Information concerning the consent items listed below has been forwarded to each Board member prior to this meeting for study and is on file at the Modesto-Stanislaus Library Reference Room, 1500 I Street; Modesto City Schools Superintendent's Office and Receptionist's Desk, 426 Locust Street, Modesto. Copies of the complete agenda are available at the Board meeting, 425 Locust Street. Unless some member of the audience or Board member has a question concerning an item and asks that it be withdrawn from the consent list, the items are approved at one time by the Board. The action taken by the Board in approving consent items is set forth in the explanation of the individual items.

6:24 to 6:25 8. **Approval of Order of Discussion/Action Items.**6:25 to 6:55 9. **Period for Public Presentations.**

Board Bylaw 9322 (b):

**Subject Matter:**

Members of the public may address the Board of Education on matters not on the agenda.

Complaints against specific District employees should be resolved through the District's Personnel Complaint Procedure. The right to address the Board does not exempt the speaker from any potential liability for defamation. The proceedings of the Board are recorded and are a part of the public record.

The Period for Public Presentation is limited to 30 minutes. Time will be allotted equally to individuals based on the number of request cards submitted. The maximum for any one speaker is five minutes.

The law limits the response of Board members and prohibits the Board from taking any formal action.

**B. DISCUSSION AND ACTION ITEMS:**

6:55 to 7:00 1. Board of Education Student Representative Report.

7:00 to 7:05 2. Modesto Teachers Association Report.

7:05 to 7:10 3. California School Employees Association Report.

7:10 to 7:15 4. Modesto City Schools Managers Report.

7:15 to 7:30 5. Public Hearing on Modesto City Schools' and Modesto Teachers Association's Initial Proposals for the MTA/MCS Collective

**B. DISCUSSION AND ACTION ITEMS (continued):**

- Bargaining Agreement for the 2012-13 School Year and Board Action to Close Hearing and Vote to Approve Modesto City Schools' Initial Proposal and Vote to Receive MTA's Initial Proposal.
- 7:30 to 7:45 6. Report on End-of Year Summary of Local Education Agency Plan (LEAP) Implementation and Monitoring.
- 7:45 to 8:05 7. Report on Fall 2013 High School Attendance Boundary Adjustments.
- 8:05 to 8:15 8. Approval of the "Declaration of Need for Fully Qualified Educators" for the Modesto City Elementary and Modesto City High School Districts for the 2012-13 School Year.
- 8:15 to 8:25 9. Report on Revisions to Administrative Regulation 6161.11, Instructional Materials.
- 8:25 to 8:35 10. Approval of First Reading of Board Policy and Administrative Regulation 1114, District-Sponsored Social Media.
- 8:35 to 8:50 11. Approval of First Reading of Revisions to Board Policy 4119.21, 4219.21 and 4319.21, Professional Standards/Code of Ethics.
- 8:50 to 8:55 12. Report of Meetings Attended by Board of Education Members.
- 8:55 to 9:00 13. Items to be Placed on Future Board of Education Agendas.

**PROPOSED CONSENT AGENDA****C. BUSINESS ITEMS:**

- CONSENT 1. Approval of September Revisions to the Adopted 2012/13 Budget.
- CONSENT 2. Ratification of Warrants Drawn for the Month of October 2012.
- CONSENT 3. Ratification of Memorandum of Understanding with City of Modesto for Temporary Access to Grogan Park through Enochs High School Campus.

**D. CURRICULUM AND INSTRUCTION ITEMS:**

- CONSENT 1. Approval of the 2012-2013 Single Plans for Student Achievement.
- CONSENT 2. Approval of High School Course Outline: Science.
- CONSENT 3. Approval of High School Course Outlines: AdvancePath.
- CONSENT 4. Approval of Graduation Schedule for May 2013.

---

**PROPOSED CONSENT AGENDA (continued)****D. CURRICULUM AND INSTRUCTION ITEMS (continued):**

- CONSENT 5. Approval of Memoranda of Understanding between Modesto City Schools and California State University, Stanislaus, for *M for Math Literacy* Programs at Bret Harte and O. Wright Elementary Schools.
- CONSENT 6. Approval of Agreement between Modesto City Schools and Licensed Family Child Care Provider Kathina Rocha for the Fiscal Year 2012/2013.
- CONSENT 7. Approval of CAHSEE Waivers for Special Education Students at Beyer, Davis, Downey, Enochs, Johansen, and Modesto High Schools.
- CONSENT 8. Ratification of Services Agreement with Sparkman Speech Pathologists, Inc. dba The Speech Path for 2012-13.
- CONSENT 9. Approval of Supplemental Educational Services Contracts for Fiscal Year 2012-2013 with Forty-Nine (49) CDE-Approved Providers.

**E. HUMAN RESOURCES ITEMS:**

- CONSENT 1. Approval of Designated Personnel Action Items:  
.1 Approval of Certificated Personnel Terminations.  
.2 Approval of Certificated Personnel Leaves of Absence.  
.3 Approval of Certificated Personnel Employment.  
.4 Approval of Certificated Personnel Other Appointments.  
.5 Approval of Certificated Personnel Stipend Appointments.  
.6 Approval of Certificated Personnel Stipend Deletions.  
.7 Approval of Certificated Personnel Substitute Appointments.  
.8 Approval of Classified Personnel Terminations.  
.9 Approval of Classified Personnel Leaves of Absence.  
.10 Approval of Classified Personnel Employment.  
.11 Approval of Classified Personnel Other Appointments.  
.12 Approval of Classified Personnel Substitute Appointments.
- CONSENT 2. Approval of Certification of Modesto City Schools' Administrators in Instructional Methodology and Evaluation of Instruction.
- CONSENT 3. Approval of Revised Job Description: JC# 0168 Supervisor, Transportation.
- CONSENT 4. Approval of Proposed Job Description: JC# 15001 Junior High Registrar/Data Entry Clerk.
- CONSENT 5. Approval of Proposed Job Description: JC# 0073 Supervisor, Special Education, K-12.
- CONSENT 6. Approval of Proposed Job Descriptions: JC# 0015 Executive Secretary to the Board of Education; JC# 0016 Executive Assistant to the Superintendent.

**PROPOSED CONSENT AGENDA (continued)**

**F. MISCELLANEOUS ITEMS:**

- CONSENT      1. Approval of Designated Student Expulsions:
- .1 EL-5-2012-13    .2 EL-10-2012-13    .3 EL-12-2012-13  
                  .4 HS-22-2012-13    .5 HS-25-2012-13    .6 HS-26-2012-13  
                  .7 HS-27-2012-13    .8 HS-30-2012-13    .9 HS-31-2012-13  
                  .10 HS-34-2012-13    .11 HS-36-2012-13
- CONSENT      2. Approval of Minutes for the October 22, 2012 Regular Meeting of  
                  the Board of Education.

**END OF CONSENT AGENDA**

---

**G. REPORTS AND COMMUNICATIONS:**

1. Report on Summary of Investment Portfolio as of September 30, 2012.
2. Report on Construction Projects Progress Payments.
3. Report on Revisions to Administrative Regulation 4040, Employee Use of Technology.
4. Schedule of 2012-13 School Advisory Committee Meetings.

**H. ADJOURNMENT**

MODESTO CITY SCHOOLS

TO: Board of Education Regular Meeting  
SUBJECT: Approval of Annual Board Reorganization November 13, 2012

---

Pursuant to Education Code Section 35143, the Governing Board of each school district must hold an annual reorganization meeting.

The following positions are for a one year term:

- a. **Selection of President of the Board:** Seat currently held by Rubén Villalobos  
(see attached BB 9121)
- b. **Selection of Vice-President of the Board:** Seat currently held by Nancy Cline  
(see attached BB 9121)
- c. **Selection of Board Representative to the County Committee on School District Organization:**  
Meets once a year (in conjunction with the Annual Fall Dinner Meeting of School Board Members).  
Seat currently held by Cindy Marks
- d. **Selection of Board Representative and Alternate to the Salida Area Public Facilities Financing Agency (SAPFFA) Board of Directors:**  
Seat currently held by Steve Grenbeaux  
Alternate Entire Board
- e. **Selection of Board Representatives (2) and Alternates to the Schools Infrastructure Financing Agency (SIFA) Board of Directors:**  
Seats currently held by Cindy Marks  
& Amy Neumann  
Alternates Entire Board
- f. **Selection of Board Representative to the California Association of Large Suburban School Districts (CALSSD) Board of Directors:**  
Seat currently held by Sue Zwahlen
- g. **Selection of Board Representative (Vice President) and (1) Additional Board Member to Serve on the District Audit Committee:**  
Seat currently held by: Nancy Cline  
& Cathy Hallinan

---

Approval of Annual Board Reorganization

**h. Nomination for CSBA Delegate Assembly, 2013:**

(Term is through March 31, 2015; must attend two Delegate Assembly meetings per year.

Note: This is usually an appointed position, however, the nominee will now have to be *elected* into the CSBA Delegate Assembly.)

Subregion 8-C (Stanislaus) Seat currently held by: *Nancy Cline*

RECOMMENDATION

It is recommended that the Board of Education approve the Annual Board Reorganization.

---

Prepared and Recommended to the  
Governing Board by:



Pamela Able  
Pamela Able



MODESTO CITY SCHOOLS

TO: Pamela Able, Superintendent Regular Meeting

SUBJECT: Public Hearing on Modesto City Schools' and Modesto Teachers Association's Initial Proposals for the MTAMCS Collective Bargaining Agreement for the 2012-13 School Year and Board Action to Close Hearing and Vote to Approve Modesto City Schools' Initial Proposal and Vote to Receive MTA's Initial Proposal November 13, 2012

---

BACKGROUND

Government Code Section 3547(b) requires that prior to meeting and negotiating on any proposal submitted by public school employees, the public must first have an opportunity to become informed and express itself regarding the proposal at a public meeting.

ISSUE

A public hearing needs to be held prior to subsequent Board action to vote to approve Modesto City Schools' initial proposal and vote to receive Modesto Teachers Association's initial proposal.

PROPOSAL

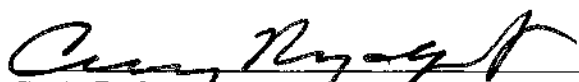
The Modesto City Schools District and the Modesto Teachers Association have prepared their proposals for bargaining for the 2012-13 school year. The proposals are attached.

RECOMMENDATION

It is recommended that a public hearing be held on Modesto City Schools' and Modesto Teachers Association's initial proposals for the MTA/MCS Collective Bargaining Agreement for the 2012-13 school year, and Board action to close hearing and vote to approve Modesto City Schools' initial proposal and vote to receive MTA's initial proposal.

---

Recommended by:

  
Craig Rydquist  
Associate Superintendent, Human Resources

Approved for Recommendation  
to the Governing Board by:

  
Pamela Able  
Superintendent

MCS/MTA  
REOPENERS for  
ARTICLE VII STAFFING RATIOS and  
ARTICLE IX SALARY

DISTRICT'S INITIAL PROPOSAL  
for 2012/13

Article VII Staffing Ratios

- The District will be seeking changes to staffing ratios for the purpose of the District's fiscal solvency.

Article IX Salary

- Update language to maintain fiscal solvency and state and federal compliance.
- Revise language related to the submission of documentation for salary advancement for units earned after receiving a Bachelor's Degree.

**“Sunshine”**  
**Initial Proposal**  
of the  
Modesto Teachers Association  
to the  
Modesto City Schools District  
(2012 – 2013)

November 13, 2012

The Modesto Teachers Association has an interest in exploring and modifying the following article of the agreement by and between the Modesto City Schools District and the Modesto Teachers Association.

**Article IX – Salary**

- Automatic reopener
- Explore restoration of salary and furlough day concessions.

## MODESTO CITY SCHOOLS

TO: Pamela Able, Superintendent Regular Meeting

SUBJECT: Report on End-of-Year Summary of Local Education Agency Plan (LEAP) Implementation and Monitoring November 13, 2012

---

### BACKGROUND

Modesto City Schools High School district is in Program Improvement Year Three (+). California established an index by which to rank all 97 of its Program Improvement Year Three (+) districts. Districts are ranked by “light,” “moderate,” and “intensive” corrective action. Modesto City Schools High School District falls in the “moderate” grouping, and is required to do the following:

- Implement Corrective Action 6 (formerly “F”)
- Provide mid-year and end-of-year reports of progress to SBE (State Board of Education)

The LEAP Addendum was approved by the Board on October 6, 2008, and was sent electronically to the California Department of Education (CDE) and posted in the district website under “About MCS.” District and school staffs have been implementing the action plan described in the LEAP Addendum. This Board-approved LEAP Addendum to address Corrective Action F (now 6) mandates the Board be given a progress report on the work completed for the 2011-12 school year to ameliorate corrective action “6.”

The CDE requires reporting in three (3) parts:

- A mid-year and end-of-year summary description of the LEA’s progress towards implementation of the strategies and actions in the LEA Plan;
- Documentation of a mid-year and end-of-year data analysis of the LEA’s progress towards student achievement goals in the LEA Plan based on local assessment data;
- Documentation of annual communication with the local governing board regarding the LEA’s progress toward student achievement goals in the LEA Plan.

Of special note: Modesto City Schools High School District has moved from eighth (8<sup>th</sup>) on the CDE’s Cohort 1 Corrective Action 6 list to fifty-eighth (58<sup>th</sup>).

### REPORT

The Modesto City High School district (MCS) has a multifaceted plan designed to ameliorate the district’s “corrective action ‘6’” status. The plan speaks to a number of key educationally-sound changes designed to raise achievement for all students. The three priorities of focus denoted in the LEA plan addendum report were chosen (2011-2012) with input from key stakeholders and the District Strategic Plan. The three priorities that are key to bolstered student success are enhanced student support systems, effective instructional practices, and academic conferencing that includes

---

Report on End-of-Year Summary of Local Education  
Agency Plan (LEAP) Implementation and Monitoring

multiple assessment measures. Updates and decisions were shared by the administration and vetted by the Program Improvement Stakeholders Committee.

The three priorities noted, and the improvement/remediation resulting from the priorities continue to answer three essential questions (DuFour, et al. 2004): What is it we want students to learn? How will we know when they learned it? What will we do if they don't [learn it]? The three essential questions are applied over time to students and significant student sub-groups, including but not limited to students with disabilities, English Language Learners, socio-economically disadvantaged students, and the growing Hispanic population. Through the lens of the three questions, all stakeholders analyze hard and soft data to discover areas in need of improvement and to validate ongoing and newly established intervention plans.

The LEA goal is to meet proficiency for the Academic Performance Index (API) in all subgroups. The LEA also has the goal to meet AYP in participation rate and meet all annual measurable objective (AMO) targets for all student groups. When analyzing the district-level data from the STAR test battery, Modesto City Schools High School District lost one point on the district API, moving from 757 to 756. Students of Asian descent went up eleven points, from 796 to 807, concomitantly the English Learner population went down twelve points from 657 to 645.

The decrease in student scores for the EL population is met with some consternation considering the California English Language Development Test scores (CELDT) show year-to-year gains in the percentage of students scoring "Early Advanced" and above, exceeding the state and county growth percentages by nine and ten points respectively. Students of Black or African-American descent showed four points decrease moving from 700 to 696. Students with "Two or More Races" showed an increase of eleven points, and students of Hispanic/Latino descent showed an increase of five points. The growth of five points for the students of Hispanic/Latino descent, from 718 to 723, was well met considering the population is the second largest subgroup in MCS, next to the socio-economically disadvantaged students who grew one point, from 713 to 714. The students of Filipino descent showed a nine point growth, from 857 to 866, while the students with disabilities showed moderate growth of two points. While the overall district API score showed negative growth of one point, there were pockets of good growth and areas in need of improvement.

California Standards Test (CST) data related to math and English show two very different trends. While the English language arts scores are trending upward, the math scores, specifically algebra scores, are trending downward. Sixteen percent (16%) of high school students who took the CST in Algebra scored advanced or proficient compared to 21% the year prior; this is well below the state average of 34% and the county average of 27%. The challenge to close the achievement gap continues in math. Fifteen percent (15%) of the Hispanic/Latino students scored advanced or

---

Report on End-of-Year Summary of Local Education  
Agency Plan (LEAP) Implementation and Monitoring

proficient, while 9% of the Black/African American population scored advanced or proficient.

While there is an overall decrease in math CST scores for the high school level, there is an increase in the number of students taking higher level math in junior high and high school. During the 2011-12 school-year, 1213, eighth grade students qualified to take the Algebra CST, up from 847 students the previous year. Though evident there is much work to be done in math, it is also evident an inverse correlation exists between the number of students scoring advanced and proficient in high school compared to the number of students taking the CST in Algebra in eighth grade. The three-year trend is an increased number of students taking Algebra in junior high school.

MCS did not meet the District goals for participation rate, nor percent proficient in math to meet AYP. MCS met all participation rate requirements in math except the student with disabilities category. Fifty-four percent (54%) of tenth grade students met proficiency on the California High School Exit Exam (CAHSEE). The socio-economically disadvantaged and Hispanic/Latino subgroups performed at 44%, at or above proficient, while the English Learners performed at 28%, at or above proficient, and the students with disabilities performed at 14%, at or above proficient. Among the subgroups meeting proficiency are "two or more races," White, and Asian. The persistence of the performance gap continues with tenth graders who are taking the CAHSEE for the first time.

The English Language Arts CST scores have been trending upward for the last three years. Fifty-one percent (51%) of students scored advanced or proficient on the ELA standards test. While grade nine and eleven have showed steady gains of two and four points respectively, the tenth grade took a slight dip this year with a two point loss. Though we have showed growth in ELA, MCS is below the county and state level of proficiency by one and six points respectively. MCS met the District goal for participation rate for ELA – 95% or higher, but did not meet the District goal of percent proficient to meet AYP. Fifty-one percent (51%) of students met proficiency on the CAHSEE. The Hispanic/Latino subgroup performed at 40%, at or above proficient. Similar to math, the socio-economically disadvantaged students performed at 39%, at or above proficient. The English Learners and students with disabilities scored lower at 28% and 14% respectively. Again, the performance gap persists with tenth graders who are taking the CAHSEE for the first time.

The LEA goal for graduation rate was not met. The overall graduation rate for the LEA was 76%; the target graduation rate was 76.9%. Three of the eight significant sub-groups met the target graduation rate criterion. The table below shows each group, their graduation rate, their target graduation rate, whether or not they met their target rate, and the target graduation target rate for 2013. Asian, Filipino, White, and "two or more races" met/exceeded their target rate.

Report on End-of-Year Summary of Local Education  
Agency Plan (LEAP) Implementation and Monitoring

Groups	Grad Rate	Target	Met	2013 Target
LEA-wide	76.00	76.93	No	78.00
Black or African American	67.42	71.54	No	70.65
American Indian or Alaska Native	59.26		N/A	N/A
<b>Asian</b>	<b>80.08</b>	<b>78.88</b>	<b>Yes</b>	<b>81.50</b>
<b>Filipino</b>	<b>92.00</b>	<b>90.00</b>	<b>Yes</b>	<b>90.00</b>
Hispanic or Latino	71.56	73.97	No	74.19
Native Hawaiian or Pacific Islander	86.67		N/A	N/A
<b>White</b>	<b>82.25</b>	<b>81.38</b>	<b>Yes</b>	<b>83.36</b>
<b>Two or More Races</b>	<b>69.70</b>	<b>69.59</b>	<b>Yes</b>	<b>72.60</b>
Socioeconomically Disadvantaged	69.04	71.92	No	72.03
English Learners	60.00	64.21	No	64.29
Students with Disabilities	56.55	66.33	No	61.33

In order ameliorate the graduation rate and inversely the drop-out rate, Modesto City Schools High School District joined a one-year consortium (April, 2012) of high schools who are participating in a pilot of OnTrackCA. "OnTrackCA is a community of districts founded by Elk Grove Unified School District committed to improving California graduation rates and reducing dropout. The heart of OnTrackCA is a free software service that helps district and school leaders build and empower data-driven learning communities that support student achievement." As a part of the consortium, MCS is actively engaged in the identification of key indicators leading to student drop-out. The indicators are monitored and tracked by the OnTrackCA software system. School sites will monitor the key indicators as a part of the PLC process. The system, currently being piloted, will be rolled out to all school sites in the spring of 2013.

The improvement priorities for Modesto City Schools High School District include the implementation of effective instructional practices for all teachers. School site and district-level professional development have focused on standards-based effective instructional practices designed to allow all students access to a more rigorous and relevant instructional program – the key focus is good first-time instruction. For MCS, there has been an active shift toward enhancing student support systems by providing intensive and strategic interventions designed to meet the needs of students in most need. District staffing formulas and site allocation of resources have shifted toward intervention for students based on need. The focus on academic conferencing includes multiple assessment measures designed to monitor student progress to allow for timely intervention for struggling students. Data collection and analysis encompasses standards-based benchmark assessment data, CST, CELDT, CAHSEE data, and instructional trend data. These data are

Report on End-of-Year Summary of Local Education  
Agency Plan (LEAP) Implementation and Monitoring

analyzed by site and district Professional Learning Community (PLCs) teams. The evaluation of student data and instructional trend data drive the professional development both at the site and district level.

The programs that have been implemented to support the three improvement priorities delineated above are in full implementation and supported by all stakeholders. In order to ensure good first instruction, the following programs have been implemented to provide ongoing training and support for effective instructional practices. The professional development is directly correlated to data gleaned from the walk-through trend data and student success on standardized tests, including, but not limited to, district benchmark assessments, STAR results, CAHSEE pass rates, and CELDT scores.

- Expository Reading and Writing Curriculum (ERWC) training facilitated by Stanislaus County Office of Education (SCOE) consultants.
- CPEC -- Improving Teacher Quality Grant -- Expository writing and rubric development for high school English teachers facilitated by SCOE consultants and California State University Stanislaus English and Education department professors.
- Instructional Strategy training by Dr. Linn Kuzmich -- including but not limited to "Rigorous and Relevant Learning;" "Struggling Learners Parts 1, 2, and 3;" "21<sup>st</sup> Century Learning -- Math and English;" "Toolkit for ELA and Math;" "Living in Quadrant 'D'."
- Effective Instruction with Dr. Ernie Stackowski -- The professional development provided by Dr. Stackowski reviewed effective instructional practices related to classroom instruction (Madeline Hunter), conferencing with teachers and classroom walk-through/focus-walks.
- In concert with the DAIT provider, a walk-through protocol has been established to monitor instructional practices. A comprehensive rubric was established to clearly delineate all facets of the walk-through protocol and define observable behaviors. While all classrooms are visited, the focus continues to be on ELA and math. The walk-through protocol and rubric is reviewed and updated yearly by the Program Improvement Stakeholders Committee.
- A professional development web-site has been established to provide teachers and administrators access to model instructional practices. The web-site is used by instructional coaches and administrators delivering professional development.

The establishment of student support systems is systemic and ongoing. Intensive and strategic intervention systems are in place at all (9-12) MCS high schools. The schools offer a continuum of services to support all students including interventions for those most in need (DuFour, et al., 2005). The interventions provided to students range from the systemic, like intensive reading intervention and support classes for math and ELA, to focused interventions for significant sub-groups (EL, Special Education, etc.).



Report on End-of-Year Summary of Local Education  
Agency Plan (LEAP) Implementation and Monitoring

- ELA and math strategic intervention classes are built into student class schedules.
- Academic Language Development classes are used to support EL students who need additional language support in their English class.
- Scholastic's Read 180 is structured as a two-period block and serves EL and English Only students that need intensive reading support.
- Skills Tutor (see table 4) is used in math and English to provide additional support for students in need.
- Catch-Up Math (see table 3) and Skills Tutor are used for students who need additional help in math.
- Language Institute (LI) is for non-native speakers new to the U.S. school system. Through an individual learning plan, students follow a progression of English language development, acculturation, and content classes in order to meet all requirements for graduation from high school.

The McREL findings (2006) indicate the importance of monitoring student progress so critical adjustments to students' programs can be made to improve student achievement. Furthermore, Doug Reeves (DuFour, et al., 2005) states that standards, assessment, and accountability support the effectiveness of PLCs. To that end, MCS has implemented comprehensive district-wide PLC training. Contracting with the International Center for Leadership in Education (ICLE), all schools are trained in the fundamentals of professional learning communities. Each school has a PLC team with teachers and administrators who are trained, who then return to the site to implement site-based PLC teams. These teams participate in grade-level meetings, academic conferencing, and hard and soft data analysis. The following processes are in place to monitor and support the implementation of effective instructional practices and ongoing evaluation of student performance on standards-based assessments.

- Professional Learning Community (PLC) training facilitated by Dick Jones and Ray McNulty from the International Center for Leadership in Education (ICLE). All schools participate in full-day trainings that focus on the establishment of PLCs and the role site PLC teams play in enhancing student performance.
- The Teaching and Learning protocol (T&L) has been established by MCS to create a living document that is used to analyze student performance data and trend data. Benchmark data and walk-through data are used to drive instructional practice and ultimately provide each site with valuable information related to the professional development needs. All hard and soft data sets for the 2011-12 school year has been presented to Cabinet-level staff (Principal

Report on End-of-Year Summary of Local Education  
Agency Plan (LEAP) Implementation and Monitoring

Summits) by the high school principals. Imbedded in the presentation was an analysis of all data sets to put a face to name when it comes to data. All subgroups will be studied and intervention plans presented.

- Benchmark assessments are given three times prior to CAHSEE and STAR tests. Student performance on standards (see Table 1), gleaned from the benchmarks for ELA and math, is used to re-teach and drive instruction. The benchmark assessments are revisited each year by teachers, coaches, and administrators to ensure the standards taught are assessed. For the 2011-12 school year the ELA and math teams have begun discussions based on the transition to the Common Core State Standards (CCSS).

**TABLE 1**

**MATH**

Site	Algebra			Geometry			Adv Algebra		
	Total Stud.	At or Above Proficient	%	Total Stud.	At or Above Proficient	%	Total Stud.	At or Above Proficient	%
Beyer	402	100	25%	368	109	30%	288	130	45%
Davis	381	42	11%	279	83	30%	154	88	57%
Downey	299	13	4%	424	74	17%	269	135	50%
Enochs	455	178	39%	670	262	39%	410	236	58%
Gregori	411	77	19%	356	96	27%	240	92	38%
Johansen	256	24	9%	191	30	16%	153	38	25%
Modesto	344	78	23%	448	111	25%	388	164	42%
<b>District</b>	<b>2548</b>	<b>512</b>	<b>20%</b>	<b>2736</b>	<b>765</b>	<b>28%</b>	<b>1902</b>	<b>883</b>	<b>46%</b>

**ELA**

Site	9th Grade ELA			10th Grade ELA		
	Total Students	At or Above Proficient	%	Total Students	At or Above Proficient	%
Beyer	248	127	51%	422	138	33%
Davis	268	107	40%	340	79	23%
Downey	425	159	37%	473	115	24%
Enochs	515	289	56%	579	253	44%
Gregori	470	225	48%	401	134	33%
Johansen	370	139	38%	415	125	30%
Modesto	521	226	43%	551	182	33%
<b>District</b>	<b>2817</b>	<b>1272</b>	<b>45%</b>	<b>3181</b>	<b>1026</b>	<b>32%</b>

Report on End-of-Year Summary of Local Education  
Agency Plan (LEAP) Implementation and Monitoring

Site	11th Grade ELA			12th Grade ELA		
	Total Students	At or Above Proficient	%	Total Students	At or Above Proficient	%
Beyer	218	81	37%	118	81	69%
Davis	258	73	28%	331	204	62%
Downey	370	64	17%	379	179	45%
Enochs	519	158	30%	432	243	56%
Gregori	400	92	23%	N/A	N/A	N/A
Johansen	385	77	20%	357	179	50%
Modesto	506	111	22%	421	161	38%
<b>District</b>	<b>2656</b>	<b>656</b>	<b>25%</b>	<b>2038</b>	<b>1047</b>	<b>51%</b>

- Walk-through trend data (see Table 2) is used to focus on discreet instructional practices and to verify that instructional practices are meeting the needs of all students. Site administration teams visit all classrooms at least three times per school year. For the 2011-12 school year, District office leadership performed walk-throughs of all high schools with site principals on three separate occasions. The data set enumerated below reflects at least six full classroom walk-throughs for the school year. The level of rigor that the lesson addresses is also noted in the data below – quadrant A, B, C, D. Data gleaned from the walk-through data was used by site principals to drive site professional development. As evidenced by the data, some sites have a more systematic use of effective instructional practice than others. District level PLC meetings afford site administrators the chance to share practices and professional development plans. The composite District level data is used to plan professional development for the next cycle of professional learning provided by the District office.

**TABLE 2**

ROUND 1	A		B		C		D		E:				
	E	NE	E	NE	E	NE	E	NE	QA	QB	QC	QD	N/A
Beyer	70%	30%	67%	33%	60%	40%	30%	70%	57%	30%	13%	0%	0%
Davis	56%	44%	89%	11%	78%	22%	44%	56%	0%	67%	0%	33%	0%
Downey	89%	11%	89%	11%	63%	37%	89%	11%	63%	37%	0%	0%	0%
Enochs	78%	22%	71%	29%	65%	35%	51%	49%	45%	33%	18%	0%	4%
Johansen	61%	39%	45%	55%	70%	30%	45%	55%	55%	24%	6%	3%	12%
Modesto	95%	5%	95%	5%	55%	45%	45%	55%	49%	20%	23%	6%	2%
<b>District</b>	<b>74%</b>	<b>26%</b>	<b>69%</b>	<b>31%</b>	<b>70%</b>	<b>30%</b>	<b>51%</b>	<b>49%</b>	<b>49%</b>	<b>30%</b>	<b>14%</b>	<b>4%</b>	<b>4%</b>

Report on End-of-Year Summary of Local Education  
Agency Plan (LEAP) Implementation and Monitoring

ROUND 2	A		B		C		D		E:				
	E	NE	E	NE	E	NE	E	NE	QA	QB	QC	QD	N/A
Beyer	72%	28%	67%	33%	61%	39%	47%	53%	42%	31%	11%	14%	3%
Davis	71%	29%	68%	32%	61%	39%	71%	29%	39%	42%	0%	13%	6%
Downey	79%	21%	69%	31%	72%	28%	79%	21%	42%	55%	0%	3%	0%
Enochs	87%	13%	84%	16%	71%	29%	52%	48%	29%	42%	13%	10%	6%
Gregori	84%	16%	81%	19%	68%	32%	58%	42%	45%	23%	26%	6%	0%
Johansen	67%	33%	63%	37%	61%	39%	41%	59%	57%	26%	11%	4%	2%
Modesto	75%	25%	73%	27%	69%	31%	40%	60%	36%	27%	15%	16%	5%
Elliott	71%	29%	68%	32%	54%	46%	43%	57%	68%	0%	11%	4%	17%
<b>District</b>	<b>75%</b>	<b>25%</b>	<b>71%</b>	<b>29%</b>	<b>65%</b>	<b>35%</b>	<b>52%</b>	<b>48%</b>	<b>44%</b>	<b>30%</b>	<b>11%</b>	<b>9%</b>	<b>5%</b>

OVERALL	A		B		C		D		E:				
	E	NE	E	NE	E	NE	E	NE	QA	QB	QC	QD	N/A
District	75%	25%	70%	30%	67%	33%	51%	49%	46%	30%	12%	7%	4%

### Read 180 – Reading Intervention

As discussed at the October 22 Board meeting, the Read 180 program is used as a reading intervention for students “at risk” and students with disabilities. The Read 180 data is reviewed by site administrators with support from MCS District coaches. For the 2011-12 school year, dashboards were set up for all principals to allow them to monitor student progress on a regular and ongoing basis. The high school data reveals over one year of reading growth with two high schools showing over two years of overall student growth. We also saw growth in the “learning handicapped” students. All of the high schools showed a minimum of one year of reading growth with six of the schools showing at least two years of growth. The significant subgroup, “students with disabilities,” continues to make exponential growth in reading. The Hispanic population showed a 105 point mean change in lexile growth; well over a year of growth. The African American/Black subgroup showed a 142 point mean change in lexile growth; over two years of reading growth. The limited English proficient students showed a 114 mean change in lexile growth; well over a year of reading growth. As an intensive intervention, Read 180 has showed significant student growth, particularly in subgroups that continue to be a challenge in MCS.

### “Catch Up Math” and Skills Tutor”

In order to address the high school algebra scores that are not meeting the state standard, MCS has implemented two key math interventions. Both the “Catch-Up Math” and the “Skills Tutor” intensive interventions were piloted by four high schools during the 2011-12 school year. The teachers were trained and provided support throughout the school year by District and software support teams. Teachers at the pilot schools had the option of using either program, both of which were funded by FETT funds. The schools had a number of paired data sets that showed marked student skills improvement. Evaluation of the student paired scores with CST results will determine if the intervention will be moved to the rest of the high schools and junior high schools.

Report on End-of-Year Summary of Local Education  
Agency Plan (LEAP) Implementation and Monitoring

**TABLE 3****CatchUp Math**

<i>School</i>	<i>Active users (completed at least one lesson)</i>	<i>Teacher- Assigned lessons completed</i>	<i>Prescribed lessons completed</i>	<i>Videos</i>	<i>Games</i>	<i>Activities</i>
Davis HS	225	235	6239	315	415	427
Downey HS	142	0	1397	164	728	120
Modesto HS	1	0	1	8	15	8
Beyer HS	33	126	2030	194	240	72
Roosevelt JH	624	380	3233	113	746	624
<b>Totals</b>	<b>1,025</b>	<b>739</b>	<b>12,900</b>	<b>794</b>	<b>2,144</b>	<b>1,251</b>

**Most Prescribed Lessons:**

<b>Lessons</b>	<b>MHS</b>	<b>BHS</b>	<b>DWHS</b>	<b>DHS</b>	<b>RJHS</b>
One step equations					254
Two-step equations				244	
Multiplication/division of negative numbers			87		150
Basic Operations					185
Order of Operations					172
Like terms				267	
Perimeter				186	
Least Common Denominator	5				
Add/subtract negative numbers	4	99			209
Distributive property	4				
Converting Fractions to Decimals	4				
Reciprocals	4	102	107		
Mixed numbers				257	
Improper Fractions				212	
Word Problems		78	96		
Probability			90		
Dividing by a Fraction			107		
Product of Powers property		91			
Adding/subtracting fractions		77			

*MHS – Modesto High School, BHS – Beyer High School, DWHS – Downey High School, DHS – Davis High School, RJH – Roosevelt Junior High School*

Report on End-of-Year Summary of Local Education  
Agency Plan (LEAP) Implementation and Monitoring

At Downey High School, at least 142 students participated in the program with the successful completion of at least one (1) lesson. Five students were prescribed as many as 50 lessons, which they completed. At Davis High School, at least 225 students participated in the program with the successful completion of at least one (1) lesson. Some students were prescribed as many as 149 lessons, which they completed. Eighteen students completed more than 100 lessons; 30 students completed over 50 lessons. At Beyer High School, at least 33 students participated in the program with the successful completion of at least one (1) lesson. Some students were prescribed as many as 192 lessons, which they completed. Twenty-five students completed more than 25 lessons; 9 students completed over 100 lessons. At Modesto High School, one (1) student used the program and completed one (1) “assigned by diagnostics” lesson.

**TABLE 4**

**Skills Tutor Data**

This table includes the number of students, hours, programs, and activities for each participating site in the *SkillsTutor*/Modesto City Schools Partnership. Teachers assigned mathematic activities, for the most part.

Sites	Students	Activities	Hours	Program
<i>Beyer HS</i>	2	5	.2	Math
<i>Davis HS</i>	126	703	73.3	Math (652 activities) Algebra (48 activities)
<i>Downey HS</i>	220	6716	928.4	Math (5289 activities) Algebra (1407 activities)
<i>Modesto HS</i>	459	11691	1294.5	Math (8422 activities) Algebra (3244 activities)
<i>Roosevelt JHS</i>	415	5678	694.8	Math (5383 activities) Algebra (295 activities)
<b>Totals</b>	<b>1,222</b>	<b>24,793</b>	<b>2,991.2</b>	

As written in the Modesto City Schools *SkillsTutor* annual report (EETT): “The best true gains are based on matched assessments and sample size. While matched assessments within the program do provide the greatest measurable data, it is worth noting that teachers do not have to use the pre-test or post-test to effectively use the program. If they have other methodologies of identifying skills deficiencies, there would be no need to use the pre-tests. Note: Gains are computed by calculating the increase from pre-test to post-test and then dividing the increase by the original pre-test score. If the increase is more than the original score, you can have gains over 100%. As an example: with a pre-test score 25% and a post-test score 65%, the increase is 40 percentage points. Forty (40) divided by 25 equals a gain of 160%.”

Report on End-of-Year Summary of Local Education  
Agency Plan (LEAP) Implementation and Monitoring

<i>School: (Charts above)</i>	<i>Subject</i>	<i>Students taking pre-test</i>	<i>Pretest score</i>	<i>Students taking post- test</i>	<i>Post test score</i>	<i>Gain</i>
<i>Modesto HS</i>	Math	150	67%	150	73%	8%
<i>Roosevelt JHS</i>	Math	18	70%	18	75%	7%
<i>Downey HS</i>	Algebra	1	41%	1	59%	41%
<i>Downey HS</i>	Math	20	42%	20	54%	28%

As indicated by the number of hours and activities listed in Table 4 above, Modesto City Schools' teachers assigned the *Skills Tutor* math activities without pre- and post-test for most of the work completed in the *Skills Tutor* program. These activities were reinforcement of classroom work and concepts being studied in the math curriculum.

The assessment data tools used by Modesto City High School District include a variegated system of hard and soft data. Benchmark tests are given three times prior to STAR and CAHSEE exams. Both data are disaggregated by teachers and administration and recorded on the Teaching and Learning protocol (T&L). The trend data generated by site and district-level walk-throughs of classrooms are recorded on the walk-through protocols. Said data is then gathered into school-wide and departmental data and recorded on the T&L protocol. Pertinent student and instructional data is gathered in one area, the T&L protocol, to promote discussion and influence instructional practice at both school and district levels. All data sets gleaned are used to drive professional development both at the site level and at the district level. While the focus on data gathering is on math and English, all core departments complete the Teaching and Learning protocol to drive instructional practice. Students who are receiving intensive intervention generate more data sets for analysis by teachers and administration. Read 180, Skills Tutor, and Catch-Up Math generate student performance data that enhance the data sets for students who are in greatest need. The data extracted from all interventions assist instructors and administration with placement and remediation. Site principals are held accountable for their school data at the annual "Principal Summits," where principals share school data and best practices with their peers and District Office staff. The essential question we continue to ask in Modesto City Schools High School district is, "**What is it we want students to learn? How will we know when they learned it? What will we do if they don't [learn it]?**" The sum-total of student assessment data creates a multi-level intervention plan that reaches all students and strives to answer the three essential questions.

Report on End-of-Year Summary of Local Education  
Agency Plan (LEAP) Implementation and Monitoring

FISCAL IMPACT

There are sufficient reserves set aside in the general fund and categorical fund to implement all action items stated on the revised LEAP Addendum.

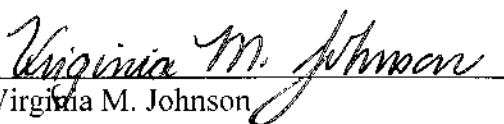
SUMMARY

Thor Harrison, Director, Educational Services, will provide an overview of the end-of-year summary.

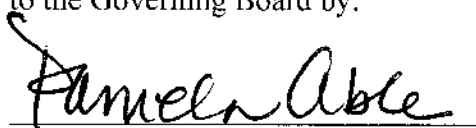
---

Originating Department: Educational Services

Prepared by:

  
Virginia M. Johnson  
Associate Superintendent  
Educational Services

Approved for Submission  
to the Governing Board by:

  
Pamela Able  
Superintendent





Rigor,  
Relevance  
and  
Relationships

**C**<sup>3</sup>communicate  
collaborate  
celebrate

SITE	SUBJECT/GRADE	DATE							
<b>Evident      Not Evident      High Expectations for All Students Effective, Evidence-Based Teaching Practices</b>									
		<b>A Student learning objective is matched to at least one course-specific/grade level standard and clearly communicated. <i>*Adopted instructional material and pace is followed.</i></b>							
		<b>B Teacher instruction and student task(s) clearly match the learning goal. <i>*Adopted instructional material and pace is followed.</i></b>							
		<b>C Students are actively participating via:</b> <input type="checkbox"/> Speaking (pair/share; choral/unison, etc.) <input type="checkbox"/> Writing (composing, calculating, drawing, etc.) <input type="checkbox"/> Using manipulatives (tiles, software, labs, etc.) <input type="checkbox"/> Responding/providing input (gesturing, voting, etc.) <input type="checkbox"/> Reading with a given purpose <input type="checkbox"/> Listening with a given purpose  Percent of students engaged during the lesson <input style="width: 40px; height: 20px;" type="text"/>							
		<b>D Teacher is <i>Checking for Understanding (CFU)</i> every ___ minutes.</b>							
Quadrant		<b>E Rigorous/relevant instruction</b>	<table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th colspan="2" data-bbox="1084 1556 1542 1587">Rigor/Relevance Framework</th> </tr> </thead> <tbody> <tr> <td data-bbox="1084 1587 1308 1759"> <b>C</b> Student Thinks               </td> <td data-bbox="1308 1587 1542 1759"> <b>D</b> Student Thinks and Works               </td> </tr> <tr> <td data-bbox="1084 1759 1308 1938"> <b>A</b> Teacher Works               </td> <td data-bbox="1308 1759 1542 1938"> <b>B</b> Student Works               </td> </tr> </tbody> </table>	Rigor/Relevance Framework		<b>C</b> Student Thinks	<b>D</b> Student Thinks and Works	<b>A</b> Teacher Works	<b>B</b> Student Works
Rigor/Relevance Framework									
<b>C</b> Student Thinks	<b>D</b> Student Thinks and Works								
<b>A</b> Teacher Works	<b>B</b> Student Works								

# Walk-through Rubric

## Rigorous and Relevant Instruction

At the top of the protocol, please note:

- the school site
- the subject
- class title
- date of the visit

- Items 1 and 2 are monitored by site administration
- Items A through E are monitored on an ongoing basis by site teams and district visits

### Full implementation of the District-Adopted Instructional Program

#### 1. District-Adopted Instructional Program is Being Implemented

Evident	Not Evident
<p>The teacher is instructing from the core-adopted materials.</p> <ul style="list-style-type: none"> <li>• Program materials are visible and being used by students.</li> <li>• Handouts, ancillary resources, or work written or projected are determined to come from core-adopted materials.</li> </ul>	<p>The origin of the instructional materials cannot be determined.</p> <ul style="list-style-type: none"> <li>• The class is using handouts or visible items that have not been determined to come from the core-adopted materials.</li> <li>• The teacher is instructing from materials not on the core-adoption list.</li> </ul>

#### 2. District Pacing Guide is Being Implemented

Evident	Not Evident
<p>The teacher is instructing from the chapter, unit, topic, or standard designated on the pacing guide during the time period allotted.</p> <ul style="list-style-type: none"> <li>• In an accelerated intervention class, the teacher may be ahead of the pace.</li> <li>• Materials may not be determined to come from the core adoption, but the instruction is aligned to the pacing of standards.</li> </ul>	<p>The topic or standard being instructed cannot be determined.</p> <ul style="list-style-type: none"> <li>• The teacher is instructing a skill or standard not designated on the pacing guide for the current time period.</li> </ul>

#### A. Student Learning Objective is matched to at least one course-specific/grade level standard and Clearly Communicated

Evident	Not Evident
<p>The observer is able to match the student-friendly learning objective to the instruction or activity to the appropriate course-specific standard.</p> <ul style="list-style-type: none"> <li>• The teacher may communicate the learning objective with course-specific standard orally, by demonstration, in writing, etc.</li> <li>• The learning objective for the day is a course-specific standard or a portion of one.</li> <li>• The cognitive demand of the learning objective is aligned to the language of the standard.</li> <li>• The teacher has provided the students with the expected proving behavior.</li> <li>• The conditions and the expected level of student mastery for the student learning objective have been communicated.</li> </ul>	<p>The observer cannot match the student-friendly learning objective to the instruction or activity to the appropriate course-specific standard.</p> <ul style="list-style-type: none"> <li>• It cannot be determined if the teacher has communicated to students the day's learning objective.</li> <li>• The cognitive demand of the instruction does not match course standards.</li> <li>• There is no proving behavior.</li> <li>• There is no expected level of mastery.</li> </ul>

**B. Teacher Instruction and Student Task(s) clearly match the learning objective**

Evident	Not Evident
<p>The teacher's instruction is aligned with the communicated learning objective.</p> <ul style="list-style-type: none"> <li>Modeling, exemplars, guided practice, and/or monitoring of independent practice within the lesson reflect the knowledge or skill delineated in the learning objective.</li> <li>Students are supplied with exemplars, models, or demonstrations of the knowledge or skill level students will demonstrate for a "proficient" response.</li> </ul> <p>Students are engaged in a task aligned with the communicated learning objective.</p> <ul style="list-style-type: none"> <li>The task might be either receptive or expressive, but it requires students to produce an opinion, a response, a solution, etc.</li> </ul> <p><u>Expressive Task</u></p> <ul style="list-style-type: none"> <li>Tell your partner why . . .</li> <li>Record a passage that supports your opinion.</li> </ul> <p><u>Receptive Task</u></p> <ul style="list-style-type: none"> <li>Listen for three reasons . . .</li> <li>Read the following to determine . . .</li> </ul> <p>Students can name the relationship between what they are "doing" and what they are supposed to "understand" about today's learning goal.</p>	<p>The observer cannot determine alignment between the stated objective/standard and the instruction/student task.</p> <ul style="list-style-type: none"> <li>It cannot be determined if the teacher has communicated to students the day's learning objective.</li> <li>It cannot be determined if the students have been supplied models, exemplars, or demonstrations of a "proficient" response.</li> <li>There is no instruction observed. (i.e., movie is being shown, student assignment is in progress but is not currently being monitored.)</li> <li>Not an instructional day; students are being assessed.</li> </ul> <p>It cannot be determined that a student task is aligned to the learning goal.</p> <ul style="list-style-type: none"> <li>Students are not currently engaged in a task.</li> <li>Expectations/purpose for a student task are not articulated.</li> <li>Student task is related to learning objective other than the communicated objective.</li> <li>It cannot be determined if the teacher has communicated to students the day's learning objective.</li> </ul>

**C. Students are Actively Participating**

Evident	Not Evident
<p>The teacher enlists strategies to ensure all students' involvement, engagement, and participation in the lesson.</p> <ul style="list-style-type: none"> <li>Students are expected to demonstrate active <u>expressive</u> skills: meaningful <u>writing</u> (active note-making, drafting responses, etc.) and/or <u>speaking</u> (pair share, purposeful dialogue).</li> <li>Students are expected to demonstrate active <u>receptive</u> skills: <u>listening</u> or <u>reading</u> with an expressed academic purpose. (Not SSR)</li> <li>Students are using <u>manipulatives</u> (algebra tiles) or <u>realia</u>.</li> <li>Students are <u>signaling responses</u> through numbers or colored cards or "voting."</li> <li>Students are <u>utilizing</u> appropriate <u>technology</u> (SRS, computers, etc.).</li> </ul>	<p>Not all students are actively participating in the lesson.</p> <ul style="list-style-type: none"> <li>Students are passively listening.</li> <li>Students are speaking one at a time, as called on by teacher.</li> </ul> <p>Students are reading silently with no direct, accountable product created.</p>

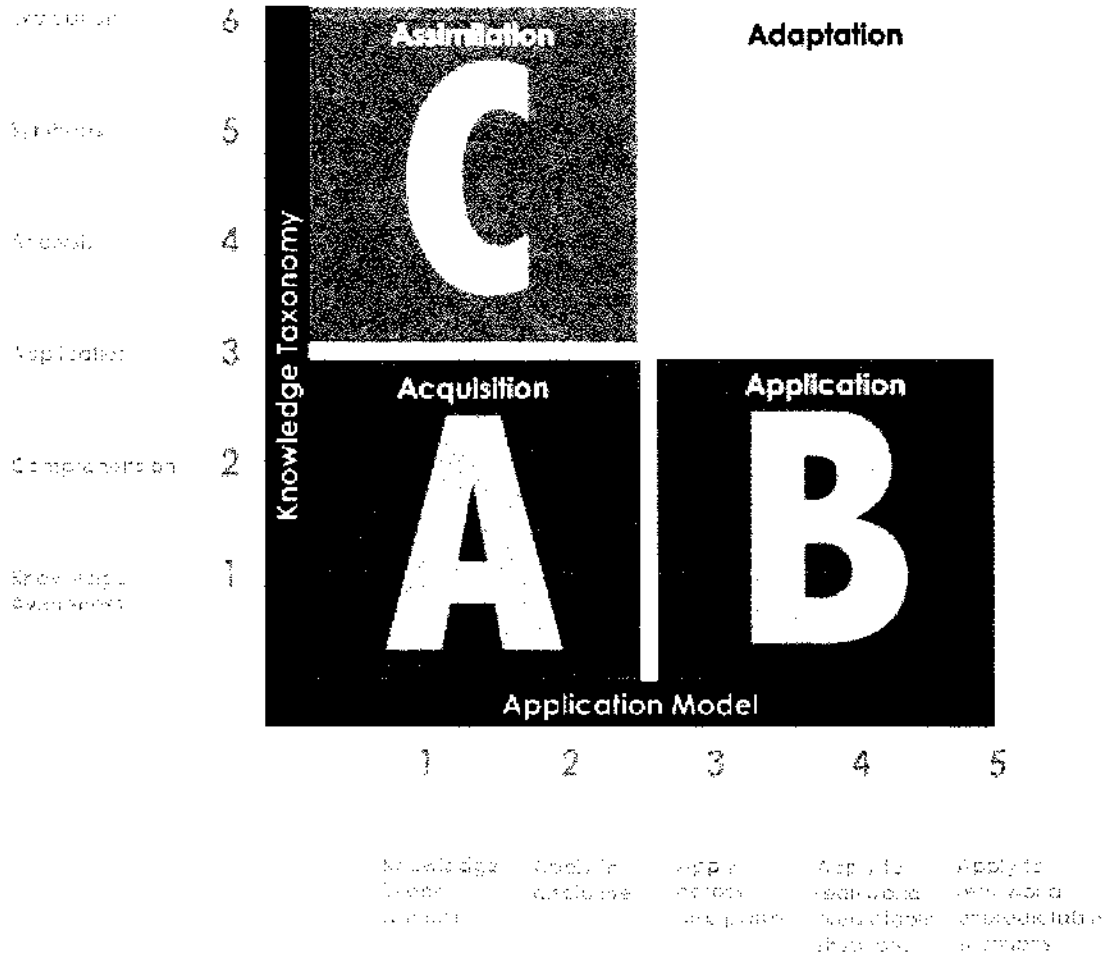
**D. Teacher is Checking for Understanding**

Evident	Not Evident
<p>The teacher incorporates strategies to ascertain if students are acquiring the knowledge or learning the skills that are the focus of the lesson.</p> <ul style="list-style-type: none"> <li>Teacher goes beyond active participation strategies by choosing students randomly and/or strategically, to ascertain if students understand the concepts and skills within the lesson.</li> <li>Teacher uses a variety of methods (roving the classroom, listening to pair-share responses, seeking whole class responses through white boards, electronic student response systems, written quizzes, etc.) to determine that all students understand and are able to demonstrate proficiency with skills and tasks.</li> </ul>	<p>It is not evident that the teacher has determined all students are acquiring the knowledge or learning the skills that are the focus of the lesson.</p> <ul style="list-style-type: none"> <li>Students are scribing (copying) notes.</li> <li>The teacher only calls on volunteers during the lesson to respond to questions.</li> <li>The teacher calls on only one or two non-volunteers to determine whether it is appropriate to proceed in the instruction.</li> <li>Questions are posed "whole class" and students choose to contribute responses.</li> </ul>

**D. Rigorous and Relevant Instruction**

<b>Evident</b>	<b>Not Evident</b>
----------------	--------------------

**Rigor/Relevance Framework®**



<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>
<p>Students gather and store bits of knowledge and information. Students are primarily expected to remember or understand this knowledge.</p>	<p>Students use acquired knowledge to solve problems, design solutions, and complete work. The highest level of application is to apply knowledge to new and unpredictable situations.</p>	<p>Students extend and refine their acquired knowledge to be able to use that knowledge automatically and routinely to analyze and solve problems and create solutions.</p>	<p>Students have the competence to think in complex ways and to apply their knowledge and skills. Even when confronted with perplexing unknowns, students are able to use extensive knowledge and skill to create solutions and take action that further develops their skills and knowledge.</p>

# MCS Data Discussion Guide

## Teaching & Learning Protocol

**Why use a protocol?**

- A protocol provides a facilitated set of steps (understood by all) that sustains a type of discussion that people don't usually experience in more informal conversation.
- Structures allow groups to explore ideas through student work, artifacts of educator practice, or problems that surface during the day-to-day lives of educators.
- Protocols assist professionals to conduct thoughtful, reflective conversation within reasonable time allotments.

<b>Date:</b>		<b>School:</b>		<b>Grade / Department:</b>	
<b>Student Assessment Data:</b> (What data is being reviewed?)					
<b>Student Data</b> (What do we want students to learn?)	<b>Key Areas of Strength</b> (How do we know students are learning?)	<b>Key Areas of Weakness</b> (How do we know students are not achieving the desired outcome?)		<b>Agreed Upon Plan of Changes in Instructional Practice</b> (How will we help students learn?)	
<b>Grade/Department:</b>					
<b>Significant Subgroups:</b> (How did the subgroups data compare to grade or department data?)					
<b>Continuous Improvement:</b> What new data will be used to measure continuous improvement? (How will we know it worked?)					

**Date:** \_\_\_\_\_ **School:** \_\_\_\_\_ **Grade / Department:** \_\_\_\_\_

B.6(18)

**Walkthrough Data:** (What period of time?)

<b>Walkthrough Trend Data</b>	<b>Key Areas of Strength</b> (How consistently are we implementing instructional norms?)	<b>Key Areas of Weakness</b> (What instructional norms do we need to work on?)	<b>Agreed Upon Plan of Changes in Instructional Practice</b> (What instructional norm will we work on?)
<b>Grade/Department:</b> A: Learning Objective B: Instruction/Student Task C: Engagement D: Checking for Understanding E: Rigor & Relevance			
<b>Significant Subgroups:</b> A: Learning Objective B: Instruction/Student Task C: Engagement D: Checking for Understanding E: Rigor & Relevance			

**Continuous Improvement:** What will the new walkthrough data show? (How will we know it worked?)

MODESTO CITY SCHOOLS

TO: Pamela Able, Superintendent Regular Meeting  
SUBJECT: Report on Fall 2013 High School Attendance November 13, 2012  
Boundary Adjustments

---

BACKGROUND

High school boundary changes were last adjusted by the Board of Education in early 2005 to add two new high schools to the existing five high school system in the Modesto High School District. James C. Enochs High School opened in the fall of 2006 while Joseph A. Gregori High School opened in the fall of 2010. The fall of 2012 is the first year Gregori High School has four classes.

The fall of 2012 high school enrollment is the actual measurement on whether the boundary adjustments analyzed and approved in 2004/2005 are appropriate for the capacity in today's seven high school system.

The last action item of the 2005 plan was the 2010 opening of Gregori High School with 9<sup>th</sup> and 10<sup>th</sup> graders.

A final analysis of the complete 2005 plan can now be done and any additional adjustments considered.

REPORT

Final enrollment counts for the fall of 2012 were presented at the October 22, 2012 Board meeting. There are 14,635 high school students enrolled for the fall of 2012 in the high school district. However, it is clear that enrollment is not ideally balanced, pursuant to capacities among the seven high schools to sustain comprehensive academic and athletic programs.

In addition, previous reports to the Board have identified various factors that contributed to the imbalance, including the 2007-2009 economic recession that continues to impact the central valley.

Board policy has identified 80% of capacity as the ideal enrollment of a school site in part due to the wear and tear on facilities. All school sites have different capacities, which may change year to year. All K-12 school capacities are evaluated annually in the fall because typically portable classrooms and other site changes that affect capacity are made during the summer. Fall 2012 capacities are currently being evaluated.

---

## Report on Fall 2013 High School Attendance Boundary Adjustments

In addition to capacities, the District typically considers the following factors when studying any boundary adjustments.

- Socio-economic balance
- Community identity (including gangs)
- Neighborhood student density
- Cost of Transportation
- Geographic constraints (freeways, rivers etc.)
- Market conditions impacting growth or decline of student enrollments
- Feeder school attendance boundaries
- Previous attendance boundary lines

As previously identified in recent enrollment reports to the Board, the current 9<sup>th</sup> and 10<sup>th</sup> grade classes are smaller than previous classes. However, preliminary modeling identifies the larger K-8 classes coming through the system that will result in increased enrollment over the next two-five years, even without boundary adjustments.

The boundary change process typically takes at least a year of forecasting, modeling, analysis of student enrollments, feeder district information, housing development evaluation and outreach to the community. The current adjustment process was initiated in the fall 2011.

### February 2012 Boundary Committee Recommendations:

The Board convened a Boundary Committee in late 2011, early 2012 to evaluate minor boundary adjustments to determine if enrollments could be augmented or relieved for better balance among the seven high schools. The Boundary Committee was comprised of all high school principals, other District staff, county, city and college district representatives, community and union representatives and all feeder district Superintendents.

While all the attendance boundaries were evaluated, special attention was paid to lower enrollment schools such as Davis, and the most impacted school, Modesto.

The Committee received 9<sup>th</sup> through 12<sup>th</sup> grade enrollment and capacity information, along with a presentation from the Modesto Police Department on gang boundaries and their potential impact on high school boundary adjustments. An extensive analysis and discussion of high school enrollments took place.

As a result, the Board of Education approved Boundary Committee recommendations in February of 2012 for implementation in the fall of 2013 that will include:

- 1) Move Sipherd Elementary boundary from Enochs HS to Johansen HS (potential impact of 235 students over a four year period).



## Report on Fall 2013 High School Attendance Boundary Adjustments

- 2) Move part of Freedom Elementary boundary from Enochs HS to Johansen HS (potential impact of 6 students over a four year period).

Non-boundary methods, such as special programs or academies, for augmenting school enrollments have been implemented in the fall of 2012. Davis High School is once again the home of the Public Safety Academy. This program was moved off the Davis site several years ago to a satellite location on Reno Avenue when the campus was impacted with 3,000 students.

A quick summary of the fall 2012 high school enrollment data is presented below.

High School	Year Built	Site Size	Fall 2012 Enroll*
Beyer	Built in 1972	48 acres	1,966
Davis	Built in 1961	30 acres	1,400
Downey	Built in 1950	45 acres	2,000
Elliott Alt. Ed.	Built in 1950	10 acres	654
Enochs	Built in 2006	71 acres	2,489
Gregori	Built in 2010	76 acres	1,928
Johansen	Built in 1990	67 acres	1,800
Modesto	Built in 1921	24 acres	2,450

\*Fall 2012 Enrollment Numbers INCLUDE Special Education Students.

A complete re-district of all seven high school attendance boundaries was not recommended by the Committee, nor is it recommended today. However, the minor boundary adjustments identified above, in addition to adjusting boundaries to increase Davis High School enrollment by moving Enochs attendance areas to Beyer and Beyer attendance areas to Davis are recommended for implementation for the fall of 2013.

*Schedule for a Fall 2013 High School Boundary Adjustment*

It is intended that a high school boundary adjustment be fast-tracked for implementation for the fall of 2013. To implement a fall 2013 boundary change, additional decisions must be made by the first of the year (January 2013), so 9<sup>th</sup> grade balloting may occur with the adjusted boundaries.

Planning Department staff has begun modeling various scenarios for change based on the fall 2012 enrollment numbers just received from our feeder districts. Preliminary meetings are being held with the staff at the affected high school sites, Beyer, Davis, Enochs, Johansen and Modesto to review various scenarios. It is expected that there will be no change needed to the Downey or Gregori boundaries.

---


Report on Fall 2013 High School Attendance Boundary Adjustments

It is intended that additional high school boundary adjustments will be brought back to the Board for approval by January of 2013. Although this is an expedited schedule, time will still be allowed for outreach to the community and specific communication to the affected areas of change by the time of spring 2013 9<sup>th</sup> grade balloting.

---

Originating Department: Planning and Facilities Support

Reviewed by:



Julie A. Chapin  
Associate Superintendent, Business Services  
Chief Business Official

Approved for Submission  
to the Governing Board by:



Pamela Able  
Superintendent

MODESTO CITY SCHOOLS

TO: Pamela Able, Superintendent Regular Meeting  
SUBJECT: Approval of the "Declaration of Need for Fully Qualified Educators" for the Modesto City Elementary and Modesto City High School Districts for the 2012-13 School Year November 13, 2012

---

BACKGROUND

For the 2012-13 school year, the District has employed teachers to teach with emergency credentials certain subjects/classes in our schools. Of the 1,427 teachers in the District, approximately 55 must teach classes for which they are not credentialed. The District has advertised for teacher vacancies needed; credentialed and qualified teachers for those assignments did not apply.

ISSUE

In order to be compliant with California Commission on Teacher Credentialing guidelines, the District must submit a "Declaration of Need for Fully Qualified Educators" to the California Commission on Teacher Credentialing for those teachers teaching outside their credentialed area. The "Declaration of Need for Fully Qualified Educators" must be approved by the Board of Education.

PROPOSAL

It is proposed that the Board of Education review and approve the "Declaration of Need for Fully Qualified Educators."

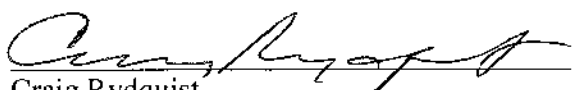
FISCAL IMPACT

There will be no cost to the District.

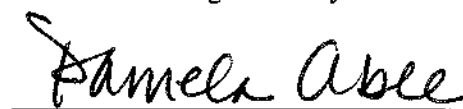
RECOMMENDATION

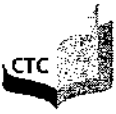
It is recommended that the Board of Education approve the "Declaration of Need for Fully Qualified Educators" for the Modesto City Elementary and Modesto City High School Districts for the 2012-13 school year.

Recommended by:

  
Craig Rydquist  
Associate Superintendent, Human Resources

Approved for Recommendation  
to the Governing Board by:

  
Pamela Able  
Superintendent



## DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

- Original Declaration of Need for year: 2012/2013  
 Revised Declaration of Need for year: \_\_\_\_\_

### FOR SERVICE IN A SCHOOL DISTRICT

Name of District: Modesto City Elementary District District CDS Code: 50-71167  
 Name of County: Stanislaus County County CDS Code: 10-10504

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board of the school district specified above adopted a declaration at a regularly scheduled public meeting held on 11 / 13 / 13 certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► **Enclose a copy of the board agenda item**

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2013.

Submitted by (Superintendent, Board Secretary, or Designee):

<u>Craig Rydquist</u>		<u>Associate Superintendent, HR</u>
<small>Name</small>	<small>Signature</small>	<small>Title</small>
<u>209-576-4846</u>	<u>209-576-4147</u>	_____
<small>Fax Number</small>	<small>Telephone Number</small>	<small>Date</small>
<u>426 Locust Street, Modesto, CA 95351</u>		
<small>Mailing Address</small>		
<u>rydquist.c@monet.k12.ca.us</u>		
<small>Email Address</small>		

### FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY OR NONPUBLIC SCHOOL OR AGENCY

Name of County \_\_\_\_\_ County CDS Code \_\_\_\_\_  
 Name of State Agency \_\_\_\_\_  
 Name of NPS/NPA \_\_\_\_\_ County of Location \_\_\_\_\_

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on \_\_\_\_ / \_\_\_\_ / \_\_\_\_, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, \_\_\_\_\_.

► **Enclose a copy of the public announcement**

Submitted by Superintendent, Director, or Designee:

Name	Signature	Title
Fax Number	Telephone Number	Date
Mailing Address		
Email Address		

► This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency

**AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS**

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit	Estimated Number Needed
<input checked="" type="checkbox"/> CLAD/English Learner Authorization (applicant already holds teaching credential)	6
<input type="checkbox"/> Bilingual Authorization (applicant already holds teaching credential)	
List target language(s) for bilingual authorization:	
<input checked="" type="checkbox"/> Resource Specialist	2
<input type="checkbox"/> Teacher Librarian Services	
<input type="checkbox"/> Visiting Faculty Permit	

**LIMITED ASSIGNMENT PERMITS**

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	
Single Subject	1
Special Education	3
TOTAL	4

**EFFORTS TO RECRUIT CERTIFIED PERSONNEL**

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to [www.cde.ca.gov](http://www.cde.ca.gov) for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved intern program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

**EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL**

Has your agency established a District Intern program?  Yes  No

If no, explain. \_\_\_\_\_

Does your agency participate in a Commission-approved college or university intern program?  Yes  No

If yes, how many interns do you expect to have this year? 12

If yes, list each college or university with which you participate in an intern program.

California State University, Stanislaus; Chapman University; University Laverne

If no, explain why you do not participate in an intern program.



State of California  
 Commission on Teacher Credentialing  
 Certification, Assignment and Waivers Division  
 1900 Capitol Avenue  
 Sacramento, CA 95811-4213

Email: [credentials@ctc.ca.gov](mailto:credentials@ctc.ca.gov)  
 Website: [www.ctc.ca.gov](http://www.ctc.ca.gov)

## DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

- Original Declaration of Need for year: 2012/2013  
 Revised Declaration of Need for year: \_\_\_\_\_

### FOR SERVICE IN A SCHOOL DISTRICT

Name of District: Modesto City High School District District CDS Code: 50-71175  
 Name of County: Stanislaus County County CDS Code: 10-10504

By submitting this annual declaration, the district is certifying the following:


- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board of the school district specified above adopted a declaration at a regularly scheduled public meeting held on 11 / 13 / 13 certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► **Enclose a copy of the board agenda item**

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2013.

Submitted by (Superintendent, Board Secretary, or Designee):

<u>Craig Rydquist</u>		<u>Associate Superintendent, HR</u>
<small>Name</small>	<small>Signature</small>	<small>Title</small>
<u>209-576-4846</u>	<u>209-576-4147</u>	_____
<small>Fax Number</small>	<small>Telephone Number</small>	<small>Date</small>
<u>426 Locust Street, Modesto, CA 95351</u>		
<small>Mailing Address</small>		
<u>rydquist.c@monet.k12.ca.us</u>		
<small>Email Address</small>		

### FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY OR NONPUBLIC SCHOOL OR AGENCY

Name of County \_\_\_\_\_ County CDS Code \_\_\_\_\_  
 Name of State Agency \_\_\_\_\_  
 Name of NPS/NPA \_\_\_\_\_ County of Location \_\_\_\_\_

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on \_\_\_\_ / \_\_\_\_, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, \_\_\_\_\_.

► **Enclose a copy of the public announcement**

Submitted by Superintendent, Director, or Designee:

Name	Signature	Title
Fax Number	Telephone Number	Date
Mailing Address		
Email Address		

► This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency

**AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS**

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit	Estimated Number Needed
<input checked="" type="checkbox"/> CLAD/English Learner Authorization (applicant already holds teaching credential)	13
<input type="checkbox"/> Bilingual Authorization (applicant already holds teaching credential)	
List target language(s) for bilingual authorization:	
<input checked="" type="checkbox"/> Resource Specialist	2
<input type="checkbox"/> Teacher Librarian Services	
<input type="checkbox"/> Visiting Faculty Permit	

**LIMITED ASSIGNMENT PERMITS**

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	
Single Subject	9
Special Education	
TOTAL	8



**EFFORTS TO RECRUIT CERTIFIED PERSONNEL**

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to [www.cde.ca.gov](http://www.cde.ca.gov) for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved intern program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

**EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL**

Has your agency established a District Intern program?  Yes  No

If no, explain. \_\_\_\_\_

Does your agency participate in a Commission-approved college or university intern program?  Yes  No

If yes, how many interns do you expect to have this year? 4

If yes, list each college or university with which you participate in an intern program.

California State University, Stanislaus; Chapman University; University Laverne  
\_\_\_\_\_  
\_\_\_\_\_

If no, explain why you do not participate in an intern program.

\_\_\_\_\_  
\_\_\_\_\_

MODESTO CITY SCHOOLS

TO: Pamela Able, Superintendent

Regular Meeting

SUBJECT: Report on Revisions to Administrative  
Regulation 6161.11, Instructional Materials

November 13, 2012

---

BACKGROUND

Instructional materials which are relevant to curriculum objectives and compatible with District goals and objectives may be used in the classroom. By using such materials, teachers can introduce content and instructional strategies that enrich the curriculum, enhance learning, help students make critical judgments, and stimulate their intellectual growth. Administrative Regulation 6161.11 establishes the criteria and process for selection of these instructional materials.

ISSUE

The Governing Board requested revisions be made to AR 6161.11, Instructional Materials regarding the members of the District Video Review Committee, their requirements to participate in the selection process (vote), and board notification of films being considered for review. Revision to AR 6161.11 is also being made to reflect administrative changes with the elimination of the Director of Curriculum, 7-12 and the addition of the Director, Educational Services.

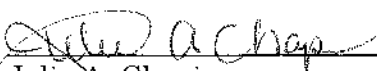
SUMMARY

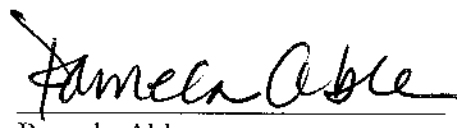
Administrative Regulation 6161.11 has been reviewed and revised at the request of the Governing Board, as well as revised to reflect recent administrative changes.

---

Prepared and Submitted by:

Approved for Submission to the  
Governing Board by:

  
\_\_\_\_\_  
Julie A. Chapin  
Associate Superintendent, Business Services  
Chief Business Official

  
\_\_\_\_\_  
Pamela Able  
Superintendent

# **MODESTO CITY SCHOOLS**

## **Administrative Regulation**

**AR 6161.11**

### **INSTRUCTION**

#### **Instructional Materials**

##### **Instructional Materials, Grades K-6**

Instructional materials intended for instruction, including a text read to and/or by a class, instructional videos, software, CD ROMs, or other related technology resources are approved for classroom instruction if they meet any one of the criteria below:

1. Books/texts adopted by the Governing Board.
2. Supplementary books on the District adopted Passport to Literature list.
3. Standard reference materials (dictionaries, maps, charts), basic skills workbooks or practice books, and published sheet music.
4. Instructional video, software, CD ROMs, or other related technology resources on the Modesto City Schools Technology Resources approved list, Stanislaus County Office of Education approved list, or the CLRN (California Learning Resources Network) document.
5. Supplementary support materials which are age appropriate and directly relate to and support state content area standards and the district approved course of study.

**INSTRUCTION**

**Instructional Materials**

**Instructional Materials, Grades 7-12**

Instructional materials, including printed material, instructional videos, software, CD ROMs, or other technology resources are approved for classroom instruction if they meet any one of the criteria below:

1. Books/texts on a district approved course outline or the district approved Passport to Literature list according to the textbook approval process.
  - a. Core literature books and books on the Passport to Literature list have been reviewed and recommended by the site English chairpersons, the District Language Arts Coordinator, the ~~Director of Curriculum, 7-12 Director,~~ Educational Services and approved by the Board of Education.
  - b. Books with graphic content have been identified and annotated. Parents must be notified by mail of the title of the book, the annotation, and their right to request an alternate book assignment.
2. Standard reference materials (dictionaries, maps, charts), basic skills workbooks or practice books, and published sheet music.
3. Instructional videos, software, CD Roms, or other technology resources on the Modesto City Schools Technology Resources list Stanislaus County Office of Education approved list, or the CLRN (California Learning Resources Network) list.
4. Supplementary support materials which are age appropriate and directly relate to and support state content area standards and the district approved course of study.

Dramatic productions/plays selected for classroom performance or school theatrical productions must be reviewed and approved by the school site principal.

**INSTRUCTION**

**Instructional Materials**

**Instructional Videos, K-12**

Instructional videos shall be selected with the objective of supporting the basic program of instruction, enriching curriculum, stimulating learning, and promoting principles of good citizenship and community values. (Although referred to throughout this administrative regulation as videos, this regulation includes other forms of electronic instructional materials, including laser discs, compact discs, video discs, etc.).

Instructional videos shown in the classroom must be directly related to the course curriculum and content standards in the approved course outline. Time spent on showing instructional videos shall not be excessive.

**Feature Films/Videos, K-12**

Instructional use in the secondary classroom of feature films/videos initially intended and produced for movie theaters or made for television movies, regardless of rating, is limited to three (3) full feature film/videos per year. Exceptions may be granted by the principal/designee based on extenuating and unusual circumstances.

Feature film/video excerpts of approximately 15 minutes and documentary/instructional videos produced for classroom use are excluded from these limitations.

Requests for approval to show grade 7-8 students "PG-13" rated films/videos or grades 9-12 students "R" rated films/videos must be submitted per the process outlined in Administrative Regulation 6161.11 ~~(e) and (d)-(c), (d) and (e)~~.

The Governing Board recognizes that a determination as to whether certain films and videos are appropriate curricular tools will depend upon the content of the film or video as well as the age and maturity of the student audience. However, the Governing Board must also be practical in recognizing that the Governing Board does not have the time or resources to review all films and videos to make a determination as to whether or not each specific film or video is an appropriate educational tool. It is the intent of the Governing Board to delegate this final determination to the Superintendent.

**INSTRUCTION**

**Instructional Materials**

The Governing Board has reviewed the criteria and procedures utilized in establishing a rating system adopted by the Motion Picture Association of America. The Governing Board finds that the criteria used and judgment employed by the Motion Picture Association regarding the contents of a film or video's level of violence, offensive or raw language, nudity, sex, drug usage, and other elements for the purpose of establishing a rating to inform the public as to the contents of a film provide a solid foundation towards evaluating and determining the use of appropriate films in the educational setting.

Accordingly, the Governing Board finds as follows:

1. **Films Rated "NC-17" Or "X"**

The criteria utilized by the Motion Picture Association of America resulting in a rating of "NC-17" or "X" provide a reasonable basis for concluding that a film or video contains material which is obscene, vulgar, profane, does not reflect community standards, and/or is not related to legitimate curricular objectives and, therefore, is excluded for all grade levels.

2. **Films Rated "R"**

The criteria utilized by the Motion Picture Association of America resulting in a rating of "R" provide a reasonable basis for concluding that a film or video contains material involving violence, offensive or raw language, nudity, sex, drug usage, and other elements which are not appropriate for students in the elementary, middle or junior high school level.

Films rated "R" and unrated films of similar content (see above) may be shown at the high school level, provided the following occurs:

- a. The film/video is on the approved Modesto City Schools Instructional Materials list/course outline. Parents/guardians will be notified by the District in advance of approved films and videos. They may select to opt the student OUT of the assignment by notifying the school and requesting an alternate assignment.

**INSTRUCTION**

**Instructional Materials**

- b. If the film/video is not on the approved Modesto City Schools Instructional Materials list/course outline, it may not be shown until it has been reviewed and approved through the Feature Films/Video Selection Process described in Item 6 below.

**3. Films Rated "PG-13"**

The criteria utilized by the Motion Picture Association of America resulting in a rating of "PG-13" provide a reasonable basis for concluding that a film or video contains material involving violence, offensive or raw language, nudity, sex, drug usage, and other elements which are not appropriate for students in the elementary, middle or junior high school level.

Films rated "PG-13" and unrated films of similar content (see above) may be shown at the middle or junior high school level provided the following occurs:

- a. The film/video is on the approved Modesto City Schools Instructional Materials list/course outline. Parents/guardians will be notified by the District in advance of approved films and videos. They may select to opt the student OUT of the assignment by notifying the school and requesting an alternate assignment.
- b. If the film/video is not on the approved Modesto City Schools Instructional Materials list/course outline, it may not be shown until it has been reviewed and approved through the Feature Films/Video Selection Process described in Item 6 below.
- c. Recognizing the timeliness and nature of certain off-air video recordings, a commercial or public broadcast may be shown if directly related to specific course objectives and if copyright policy is followed.

**INSTRUCTION**

**Instructional Materials**

**4. Films Rated “PG”**

The criteria utilized by the Motion Picture Association of America resulting in a rating of “PG” provide a reasonable basis for concluding that a film or video contains material of a mature nature which may not be appropriate for students in the elementary or middle school level.

Films rated “PG” and unrated films of similar content (see above) may be shown at the elementary school level provided the following occurs:

- a. The film/video is on the approved Modesto City Schools Instructional Materials list/course outline.

Parents/guardians will be notified by the district in advance of approved films and videos. They may select to opt the student OUT of the assignment by notifying the school and requesting an alternate assignment.

- b. If the film/video is not on the approved Modesto City Schools Instructional Materials list/course outline, it may not be shown until it has been reviewed and approved through the Feature Films/Video Selection Process described in Item 6 below.
- c. Recognizing the timeliness and nature of certain off-air video recordings, a commercial or public broadcast may be shown if directly related to specific course objectives and if copyright policy is followed.

**5. Films Rated “G”**

The Governing Board finds that films/videos rated “G” are appropriate for viewing by all grade levels provided the teacher or staff member choosing to present the film/video identifies the curricular objective for the film/video. All “G” rated films/videos are subject to the approval of the principal.



**INSTRUCTION**

**Instructional Materials**

**6. Feature Films/Video Selection Process**

- a. Requests for approval of feature films/videos are submitted to the ~~Director of Curriculum, 7-12 Director, Educational Services.~~ Director, Educational Services. The ~~Director of Curriculum, Director, Educational Services~~ may deny the request based on the district criteria for "R" or "PG-13" rated films or present the request to the District Video Review Committee. Denials may be appealed to the District Video Review Committee.
- b. The District Video Review Committee is a curriculum-based committee composed of two teachers per high school and one teacher per junior high, administrators and two parents/guardians per high school and one parent/guardian per junior high. ~~who~~ The Committee approves approve films/videos for recommendation to the Superintendent for final review. Committee members must view the films to participate in the selection process (vote).

Films/videos will be assessed based on district criteria, including sensitive content, relevance to the curriculum and course standards, and extent of classroom time spent viewing videos as well as the guidelines adopted by the Stanislaus County Board of Education.

- c. The Superintendent, as the Governing Board's designee, makes the final determination of the videos/films to be submitted to the Governing Board for approval and inclusion on the "Modesto City Schools Instructional Materials: Films/Videos List" and reflected in course outlines.
- d. The Governing Board will be provided with an itemized list of all films considered for the Feature Films/Video Selection Process two (2) months prior to presentation to the Governing Board.

**AR 6161.11 (g)**

**INSTRUCTION**

**Instructional Materials**

d.-e. Parents will be notified annually of the films which may be shown at the school site. The notification will include the films' ratings and sensitive content as well as inform parents of the right to "opt out" their student from viewing any particular film or films. An "opt out" form will be attached to the notifications for the convenience of the parent.

---

REVIEWED: June 29, 1998  
July 10, 2000  
November 13, 2001  
March 22, 2004  
November XX, 2012

MODESTO CITY SCHOOLS

TO: Pamela Able, Superintendent Regular Meeting  
SUBJECT: Approval of First Reading of Board Policy November 13, 2012  
and Administrative Regulation 1114:  
District-Sponsored Social Media

---

BACKGROUND

The district recognizes the value of technology, such as social media platforms, in promoting community involvement and collaboration. The purpose of any official district, site, departmental or staff social media platform shall be to further the district's vision and mission, support student learning and staff professional development, and enhance communication with students, parents/guardians, staff, and community members.

ISSUE

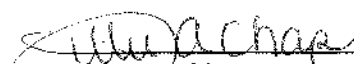
The Superintendent or designee shall develop content guidelines and protocols for official district social media platforms to ensure the appropriate and responsible use of these resources and compliance with law, Board policy, and regulation. Official district social media platforms shall be used only for their stated purposes and in a manner consistent with this policy and administrative regulation.

RECOMMENDATION


It is recommended that the Board of Education approve the first reading of Board Policy and Administrative Regulation 1114: District-Sponsored Media.

---

Prepared and Recommended by:

  
Julie A. Chapin  
Associate Superintendent, Business Services  
Chief Business Official

Approved for Recommendation  
To the Governing Board by

  
Pamela Able  
Superintendent

# **MODESTO CITY SCHOOLS**

## **Board Policy**

**BP 1114**

### **COMMUNITY RELATIONS**

#### **District-Sponsored Social Media**

The Modesto City Schools Board of Education recognizes the value of technology such as social media platforms in promoting community involvement and collaboration. The purpose of any official district, site, departmental or staff social media platform shall be to further the district's vision and mission, support student learning and staff professional development, and enhance communication with students, parents/guardians, staff, and community members.

*(cf. 0440 - District Technology Plan)*

*(cf. 1100 - Communication with the Public)*

*(cf. 1112 - Media Relations)*

*(cf. 1113 - District and School Web Sites)*

*(cf. 6145.5 - Student Organizations and Equal Access)*

The Superintendent or designee shall develop content guidelines and protocols for official district social media platforms to ensure the appropriate and responsible use of these resources and compliance with law, Board policy, and regulation.

#### **Guidelines for Content**

Official district social media platforms shall be used only for their stated purposes and in a manner consistent with this policy and administrative regulation. By creating these official sites and allowing for public comment, the Board does not intend to create a limited public forum or otherwise guarantee an individual's right to free speech.

*(cf. 5145.2 – Student Free Speech)*

*(cf. 6145.5 – Associated Student Body Organizations and Equal Access 7-12)*

The Superintendent or designee shall ensure that the limited purpose of the official district social media platforms is clearly communicated to users. Each site shall contain a statement that specifies the site's purposes along with a statement that users are expected to use the site only for those purposes. Each site shall also

**COMMUNITY RELATIONS**

**District-Sponsored Social Media**

contain a statement that users are personally responsible for the content of their posts.

Official district social media platforms may not contain content that is obscene, libelous, or so incites students as to create a clear and present danger of the commission of unlawful acts on school premises, violation of school rules, or substantial disruption of the school's orderly operation.

Staff or students who post prohibited content shall be subject to discipline in accordance with district policies and administrative regulations.

*(cf. 4040 - Employee Use of Technology)*  
*(cf. 4119.21/4219.21/4319.21 - Professional Standards)*  
*(cf. 5131 - Student Conduct Code, K-6)*  
*(cf. 5132 - Student Conduct Code, 7-12)*  
*(cf. 5144.1 - Suspension and Expulsion/Due Process)*  
*(cf. 6163.4 - Student Use of Technology)*

Communication on social media platforms may raise legal issues for users regarding public records laws. In addition, individual Governing Board members using social media platforms must be careful not to violate the Brown Act. Pursuant to Government Code 54952.2, a prohibited serial meeting may result from a series of communications involving a majority of the Board to discuss, deliberate, or take action on any item of district business outside of an authorized meeting.

Users of official district social media platforms should be aware of the public nature and accessibility of social media and that information posted may be considered a public record subject to disclosure under the Public Records Act. The Board expects users to conduct themselves in a respectful, courteous, and professional manner.

*(cf. 1340 - Access to District Records)*

**Privacy**

The Superintendent or designee shall ensure that the privacy rights of students, parents/guardians, staff, Board members, and other individuals are protected on official district social media platforms.

*(cf. 5125.1 - Release of Directory Information)*

**COMMUNITY RELATIONS**

**District-Sponsored Social Media**

Social media and networking sites and other online platforms shall not be used by district employees to transmit confidential information about students, employees, or district operations.

*(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)*

*(cf. 5022 - Student and Family Privacy Rights)*

*(cf. 5125 - Student Records Confidentiality)*

**Legal Reference:**

**EDUCATION CODE**

32261 School safety, definitions of bullying and electronic act

35182.5 Contracts for advertising

48900 Grounds for suspension and expulsion

48907 Exercise of free expression; rules and regulations

48950 Speech and other communication

49061 Definitions, directory information

49073 Release of directory information

60048 Commercial brand names, contracts or logos

**GOVERNMENT CODE**

3307.5 Publishing identity of public safety officers

6250-6270 Public Records Act, especially:

6254.21 Publishing addresses and phone numbers of officials

6254.24 Definition of public safety official

54952.2 Brown Act, definition of meeting

**UNITED STATES CODE, TITLE 17**

101-1101 Federal copyright law

**COMMUNITY RELATIONS**

**District-Sponsored Social Media**

**UNITED STATES CODE, TITLE 20**

1232g Federal Family Educational Rights and Privacy Act

**UNITED STATES CODE, TITLE 29**

157 Employee rights to engage in concerted, protected activity  
794 Section 503 of the Rehabilitation Act of 1973; accessibility to federal web sites

**CODE OF FEDERAL REGULATIONS, TITLE 34**

99.1-99.67 Family Educational Rights and Privacy

**COURT DECISIONS**

Page v. Lexington County School District, (2008, 4th Cir.) 531 F.3d 275  
Downs v. Los Angeles Unified School District, (2000) 228 F.3d 1003  
Aaris v. Las Virgenes Unified School District, (1998) 64 Cal.App.4th 1112  
Perry Education Association v. Perry Local Educators' Association, (1983) 460 U.S.  
37  
Board of Education, Island Trees Union Free School District, et.al. v. Pico, (1982)  
457 U.S. 853

**NATIONAL LABOR RELATIONS BOARD DECISIONS**

18-CA-19081 Sears Holdings, December 4, 2009

**Management Resources:**

**FACEBOOK PUBLICATIONS**

Facebook for Educators Guide, 2011

**COMMUNITY RELATIONS**

**District-Sponsored Social Media**

**WEB SITES**

CSBA: <http://www.csba.org>

California School Public Relations Association: <http://www.calspra.org>

Facebook in Education: <http://www.facebook.com/education>

Facebook for Educators: <http://facebookforeducators.org>

Facebook, privacy resources: <http://www.facebook.com/fbprivacy>

Edmodo, privacy resources: <http://www.edmodo.com/corporate/privacy-policy>

Google Apps for Educations, privacy resources:

<http://www.google.com/apps/intl/en/edu/privacy.html>



# **MODESTO CITY SCHOOLS**

## **Administrative Regulation**

**AR 1114**

### **COMMUNITY RELATIONS**

#### **District-Sponsored Social Media**

##### **Definitions**

Social media means any online platform for collaboration, interaction, and active participation, including, but not limited to, social networking sites such as Edmodo, Facebook, Twitter, YouTube, LinkedIn, or blogs.

Official district social media platforms are sites authorized by the Superintendent or designee and are identified as such with a policy citation. Sites that have not been authorized by the Superintendent or designee but that contain content related to the district or comments on district operations, such as a site created by a parent-teacher organization, booster club, or other school-connected organization or a student's or employee's personal site, are not considered official district social media platforms.

*(cf. 1230 – Other School-Connected Organizations)*  
*(cf. 1260 - Educational Foundations)*

##### **Authorization for Official District Social Media Platforms**

The Superintendent or designee shall authorize the development of any official district social media platform. All staff shall obtain approval from the Superintendent's designee before creating an official district social media platform.

##### **Guidelines for Content**

The Superintendent or designee shall ensure that official district social media platforms provide current information regarding district programs, activities, and operations, consistent with the goals and purposes of this policy and regulation. Official district social media platforms shall contain content that is appropriate for all audiences.

**COMMUNITY RELATIONS**

**District-Sponsored Social Media**

*(cf. 0440 - District Technology Plan)*

*(cf. 0510 - School Accountability Report Card)*

*(cf. 1100 - Communication with the Public)*

*(cf. 1112 - Media Relations)*

*(cf. 1113 - District and School Web Sites)*

*(cf. 6020 - Parent Involvement)*

*(cf. 6145.5 - Associated Student Body Organization and Equal Access)*

The Superintendent or designee shall ensure that copyright laws are not violated in the use of material on official district social media platforms.

*(cf. 6162.6 - Use of Copyrighted Materials)*

The Superintendent or designee shall ensure that official district social media platforms are regularly monitored. Staff members responsible for monitoring content may remove posts based on viewpoint-neutral considerations, such as lack of relation to the site's purpose or violation of the district's policy, regulation, or content guidelines.

Each official district social media platform shall prominently display:

1. The purpose of the site along with a statement that users are expected to use the site only for those intended purposes.
2. Information on how to use the security settings of the social media platform.
3. A statement that the site is regularly monitored and that any inappropriate post will be promptly removed. Inappropriate posts include those that:
  - a. Are obscene, libelous, or so incite students as to create a clear and present danger of the commission of unlawful acts on school premises, violation of school rules, or substantial disruption of the school's orderly operation
  - b. Are not related to the stated purpose of the site, including, but not limited to, comments of a commercial nature, political activity, and comments that constitute discrimination or harassment

**COMMUNITY RELATIONS**

**District-Sponsored Social Media**

*(cf. 0410 - Nondiscrimination in District Programs and Activities)*

*(cf. 4040 - Employee Use of Technology)*

4. Protocols for users, including expectations that users will communicate in a respectful, courteous, and professional manner.
5. A statement that users are personally responsible for the content of their posts and that the district is not responsible for the content of external online platforms.
6. A disclaimer that the views and comments expressed on the site are those of the users and do not necessarily reflect the views of the district.
7. A disclaimer that any user's reference to a specific commercial product or service does not imply endorsement or recommendation of that product or service by the district.
8. The individual(s) to contact regarding violation of district guidelines on the use of official district social media platforms.

District employees who participate in official district social media platforms shall adhere to all applicable district policies and procedures, including, but not limited to, professional standards related to interactions with students.

*(cf. 4040 - Employee Use of Technology)*

*(cf. 4119.21/4219.21/4319.21 - Professional Standards)*

When appropriate, employees using official district social media platforms shall identify themselves by name and district title and include a disclaimer stating that the views and opinions expressed in their post are theirs alone and do not necessarily represent those of the district or school.

All staff shall receive information about appropriate use of the official district social media platforms.

*(cf. 4131 - Staff Development)*

*(cf. 4231 - Staff Development)*

*(cf. 4331 - Staff Development)*

**COMMUNITY RELATIONS**

**District-Sponsored Social Media**

---

ADOPTED: XXXX, 2012

MODESTO CITY SCHOOLS

TO: Pamela Able, Superintendent Regular Meeting  
SUBJECT: Approval of First Reading of Revisions to November 13, 2012  
Board Policy 4119.21, 4219.21 and 4319.21  
Professional Standards/Code of Ethics

---

BACKGROUND

The Governing Board expects district employees to maintain the highest ethical standards, exhibit professional behavior, follow district policies and regulations, and abide by state and federal laws. Employee conduct should enhance the integrity of the district and advance the goals of the district's educational programs.

ISSUE

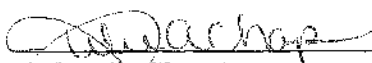
All employees are expected to exercise good judgment and maintain professional standards when interacting with current MCS, or minor students in general, both on and off school property, as well as online, in virtual environments and while using all electronically based social media.

RECOMMENDATION

It is recommended that the Board of Education approve the first reading of revisions to Board Policy 4119.21, 4219.21 and 4319.21 Professional Standards/Code of Ethics.

---

Prepared and Recommended by:



Julie A. Chapin  
Associate Superintendent, Business Services  
Chief Business Official

Approved for Recommendation  
To the Governing Board by



Pamela Able  
Superintendent

# MODESTO CITY SCHOOLS

## Board Policy

BP 4119.21  
4219.21  
4319.21

### PERSONNEL

#### Professional Standards/Code of Ethics

The Governing Board expects district employees to maintain the highest ethical standards, exhibit professional behavior, follow district policies and regulations, and abide by state and federal laws. Employee conduct should enhance the integrity of the district and advance the goals of the district's educational programs. Each employee should make a commitment to acquire the knowledge and skills necessary to fulfill his/her responsibilities and should focus on his/her contribution to the learning and achievement of district students.

*(cf. 4131 - Staff Development)*

*(cf. 4231 - Staff Development)*

*(cf. 4331 - Staff Development)*

The Board encourages district employees to accept as guiding principles the professional standards and codes of ethics adopted by educational or professional associations to which they may belong.

*(cf. 2111 - Superintendent Governance Standards)*

*(cf. 9005 - Governance Standards)*

#### → Staff Conduct with Students

The Board expects all employees to exercise good judgment and maintain professional standards when interacting with current MCS, or minor students in general, both on and off school property, as well as online, in virtual environments and while using all electronically based social media. Inappropriate employee conduct shall include, but not be limited to, engaging in harassing or discriminatory behavior; soliciting, encouraging, or establishing an inappropriate written, verbal, or physical relationship with a student; furnishing tobacco, alcohol, or other illegal or unauthorized substances to a student; or engaging in child abuse.

**BP 4119.21, 4219.21, 4319.21 (a)**

**PERSONNEL**

**Professional Standards/Code of Ethics**

*(cf. 4040 - Employee Use of Technology)*

*(cf. 5131 - Conduct)*

*(cf. 6163.4 - Student Use of Technology)*

An employee who observes or has evidence of inappropriate conduct between another employee and a student shall immediately report such conduct to the Principal or Superintendent or designee. An employee who has knowledge of or suspects child abuse shall file a report pursuant to the district's child abuse reporting procedures as detailed in AR 5141.4 - Child Abuse Prevention and Reporting.

*(cf. 5141.4 - Child Abuse Prevention and Reporting)*

Any employee who is found to have engaged in inappropriate conduct with a student in violation of the law or this policy shall be subject to disciplinary action.

*(cf. 4118 - Suspension / Disciplinary Action)*

*(cf. 4218 - Dismissal / Suspension / Disciplinary Action)*

**Legal Reference:**

→ **EDUCATION CODE**

200-262.4 Prohibition of discrimination on the basis of sex

→ **PENAL CODE**

11164-11174.4 Child Abuse and Neglect Reporting Act

**CODE OF REGULATIONS, TITLE 5**

80331-80338 Rules of conduct for professional educators

**BP 4119.21, 4219.21, 4319.21 (b)**

**PERSONNEL**

**Professional Standards/Code of Ethics**

**Management Resources:**

**COUNCIL OF CHIEF STATE SCHOOL OFFICERS PUBLICATIONS**

Standards for School Leaders, 1996

**NATIONAL EDUCATION ASSOCIATION PUBLICATIONS**

Code of Ethics of the Education Profession, 1975

**WEB SITES**

CSBA: <http://www.csba.org>

Association of California School Administrators: <http://www.acsa.org>

California Department of Education: <http://www.cde.ca.gov>

California Federation of Teachers: <http://www.cft.org>

California School Employees Association: <http://www.csea.com>

California Teachers Association: <http://www.cta.org>

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

Council of Chief State School Officers: <http://www.ccsso.org>

---

ADOPTED: June 2, 2008

REVISED: XXXX, 2012



MODESTO CITY SCHOOLS

TO: Pamela Able, Superintendent Regular Meeting  
SUBJECT: Approval of September Revisions November 13, 2012  
to the Adopted 2012/2013 Budget

---

BACKGROUND

The Board adopted the 2012/13 budget on June 18, 2012. Adjustments to the budget are made regularly based on known changes to revenue or the level/category of expenditures.

ISSUE

The Education Code requires that the Board approve major changes to the adopted budget.

PROPOSAL

Budget adjustments which have been processed for the period between September 1, 2012 and September 30, 2012 are presented and explained on the following reports. Explanations are provided for revenue and expenditure groups within funds. This report reflects adjustments to the budget only, not a complete financial statement. Copies of the full report are available for review in the Budget Department.

FISCAL IMPACT

The adjusted budget retains all State and Board designated reserves.


RECOMMENDATION

It is recommended that the Board of Education approve the September revisions to the adopted 2012/13 budget.

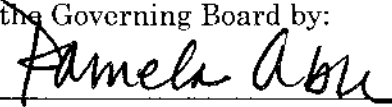
---

Originating Department: Budget

Recommended by:

  
Julie A. Chapin  
Associate Superintendent, Business Services  
Chief Business Official

Approved for Recommendation  
To the Governing Board by:

  
Pamela Able  
Superintendent

**2012-2013 BUDGET REVISIONS FOR SEPTEMBER 2012**

---

**FISCAL IMPACT:**

The 2012-2013 adopted Modesto City Schools distributed budget has been revised to reflect budget adjustments processed since July 1, 2012. Significant line item revisions or items over \$25,000, for September 2012 are explained in this report and presented to the Board of Education for approval.

**General Fund UNRESTRICTED Revenues:** No Activity.

**General Fund UNRESTRICTED Expenditures:**

1. Books, Supplies and Equipment –
  - Establish Carryover of Energy Conservation Funds - \$43,337
  - Establish Carryover Unrestricted Misc. Local Grants - \$47,774
  
2. Other Outgo –
  - Establish School Improvement Grant Indirect - <\$62,207>
  - Establish Special Ed Mental Health Grant Carryover Indirect - <\$1,197>
  - Establish Special Ed Quality Assurance Grant Carryover Indirect - <\$2,757>
  - Establish Small Learning Community (SLC) Grant Carryover Indirect - <\$3,877>
  - Establish Special Ed State Mental Health Grant Carryover Indirect - <\$69,090>
  - Establish LEA Medical Carryover Indirect - <\$30,496>

**General Fund UNRESTRICTED Interfund Transfers, Other Sources and Contributions:**

1. Contributions –
  - Increase Contribution from LEA Medical to General Fund - \$218,864

**General Fund RESTRICTED Revenues:**

1. Federal Revenue –
  - Establish School Improvement Grant - \$1,273,318
  - Establish Special Ed Mental Health Grant Carryover - \$28,215
  - Establish Special Ed Quality Assurance Grant Carryover - \$64,977
  - Establish Small Learning Community (SLC) Grant Carryover - \$91,377
  
2. State Revenue –
  - Establish Special Ed State Mental Health Grant Carryover - \$461,108
  
3. Local Revenue –
  - Establish Community Service Agency Participant Advisor Grant - \$31,132

**General Fund RESTRICTED Expenditures:**

1. Certificated/Classified Salaries and Fringes –
  - Establish School Improvement Grant - \$764,484
  - Establish Community Service Agency Participant Advisor Grant - \$28,906
  - Misc. Local Grant Carryover
  
2. Books, Supplies and Equipment –
  - Establish School Improvement Grant - \$323,228
  - Establish Small Learning Community (SLC) Grant Carryover - \$5,000
  - Establish Community Service Agency Participant Advisor Grant - \$1,876
  - Misc. Local Grant Carryover
  
3. Services and Other Operating Expenses –
  - Establish School Improvement Grant - \$123,399
  - Establish Special Ed Mental Health Grant Carryover - \$27,018
  - Establish Special Ed Quality Assurance Grant Carryover - \$62,222
  - Establish Small Learning Community (SLC) Grant Carryover - \$82,500
  - Establish Special Ed State Mental Health Grant Carryover - \$1,559,581

2012-2013 BUDGET REVISIONS FOR SEPTEMBER 2012

---

Establish Community Service Agency Participant Advisor Grant - \$350  
Establish LEA Medical Carryover - \$688,378  
Misc. Local Grant Carryover

4. Other Outgo -

Establish School Improvement Grant - \$62,207  
Establish Special Ed Mental Health Grant Carryover - \$1,197  
Establish Special Ed Quality Assurance Grant Carryover - \$2,757  
Establish Small Learning Community (SLC) Grant Carryover - \$3,877  
Establish Special Ed State Mental Health Grant Carryover - \$69,090  
Establish LEA Medical Carryover - \$30,496

**General Fund RESTRICTED Interfund Transfers, Other Sources and Contributions:**

1. Contributions -

Increase Contribution from LEA Medical to General Fund - <\$218,864>  
Decrease Contribution to Special Ed from General Fund - <\$60,953>

**OTHER FUNDS Revenues:** No Activity.

**OTHER FUNDS Expenditures:**

1. Services and Other Operation Expenses -

Decrease Child Nutrition Fund - <\$26,230>

**OTHER FUNDS Interfund Transfers, Other Sources and Contributions:** No Activity.

MODESTO CITY SCHOOLS

TO: Pamela Able, Superintendent

Regular Meeting

SUBJECT: Ratification of Warrants Drawn  
for the Month of October 2012

November 13, 2012

---

BACKGROUND

The Business Services Division draws warrants on a weekly basis to pay the bills of the District. Payroll warrants are drawn on the 15th of the month for claims, and on the last working day of the month for monthly employees.

ISSUE

The California Education Code section 42631 requires the Board of Education to approve all expenditures of the District.

PROPOSAL

Board of Education approval will allow the District to meet Education Code and Annual Audit requirements.

FISCAL IMPACT

The expenditures are included in the District's budget for fiscal year 2012/13.

RECOMMENDATION

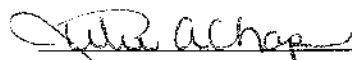
It is recommended that the Board of Education ratify warrants drawn for the month of October 2012.

---

Originating Department: Accounting

Reviewed and Recommended by:

Approved for Recommendation  
to the Governing Board by:



Julie A. Chapin  
Associate Superintendent, Business Services  
Chief Business Official



Pamela Able  
Superintendent

CHECK RUN REPORT  
OCTOBER 2012

DATE	CHECK RANGE	GENERAL FUNDS	WDC VIRTUAL ACADEMY	ADULT ED	CHILD DEVELOPE	FOOD SERVICE	DERFFERE O MAINT.	PUPIL TRANS.	BONDS FUND	CAPITOL FACILITES	LEASE PURCHASE	COUNTY FAC	SPECIAL RESERVE REDEV.	INSURANCE RESERVE	TOTAL
FUND NUMBER (S)		01	09	11	12	13	14	15	21	25	30	35	40	67	
<b>PAYROLL</b>															
Reissue/Correction	320111008-320111012														
10/5/2012	20360702-20360740	39,980													39,980
10/15/2012	20360741-20361371	968,643		5,216	22,385	55,391								2,588	1,054,224
10/19/2012	20361372-20361387	310,648													310,648
10/31/2012	20361388-20361746	13,347,367		10,149	391,768	380,194								18,361	14,147,839
<b>TOTAL PAYROLL</b>		14,666,638	0	15,365	414,153	435,586	0	0	0	0	0	0	0	20,949	15,552,691

ACCOUNTS PAYABLE		01	09	11	12	13	14	15	21	25	30	35	40	67	TOTAL
10/4/2012	152455-152593	929,861			23,322	116	185,373			1,099		24,663	48,932	5073	1,218,440
10/4/2012	152594-152618	51				173,391									173,442
10/11/2012	152619-152797	441,517			81,043	211				1,038		828		1,375,969	1,900,605
10/11/2012	152798-152812					301,960									301,960
10/18/2012	152813-153027	853,241		103	4,287	3,497	5,661		8,000	62		73,288	7,774	51,483	1,007,396
10/18/2012	153028-153056	8,488				92,929									101,417
10/25/2012	153057-153218	555,713			4,662	31				62				17,517	577,984
10/25/2012	153219-153228					92,955									92,955
<b>TOTAL ACCOUNTS PAYABLE</b>		2,788,870	0	103	113,315	665,091	191,034	0	8,000	2,260	0	98,779	56,706	1,450,042	5,374,199

<b>TOTAL WARRANTS PAID</b>		17,455,509	0	15,468	527,468	1,100,678	191,034	0	8,000	2,260	0	98,779	56,706	1,470,991	20,926,890
----------------------------	--	------------	---	--------	---------	-----------	---------	---	-------	-------	---	--------	--------	-----------	------------

C2(1)

## MODESTO CITY SCHOOLS

TO: Pamela Able, Superintendent Regular Meeting

SUBJECT: Ratification of Memorandum of Understanding November 13, 2012  
With City of Modesto for Temporary Access to Grogan  
Park through Enochs High School Campus

---

### BACKGROUND

The City of Modesto's Parks, Recreation and Neighborhoods Department is constructing Phase I of the Mary Grogan Community Park which will develop approximately 22 acres directly adjacent to James C. Enochs High School. The City of Modesto plans that this community park will be a regional soccer facility with three synthetic turf fields and four natural grass fields. A 500-space parking lot, landscaping, lighting, storm water basin, perimeter pathway, restrooms, office and concession buildings are being constructed.

At the same time, the City of Modesto is improving the intersection of Litt Road and Sylvan Avenue by installing a roundabout at that intersection. The City is also widening Sylvan Avenue and installing upgraded underground infrastructure.

### ISSUE

The construction of the two City of Modesto projects will require the closure of Litt Road which limits access to the Mary Grogan Community Park by the construction company. The City of Modesto desires temporary access to the park site by utilizing the east driveway of James C. Enochs High School.

### PROPOSAL

The City of Modesto has proposed a Memorandum of Understanding (MOU) with the District in order to secure temporary access through the Enochs High School Campus to the adjacent Grogan Park construction site.

District and City staff have met on the Enochs High School campus to physically review the items needed to ensure student safety and campus security during the proposed temporary usage of the eastern driveway by the City of Modesto and their contractors.

The City of Modesto will provide additional gates, bollards and fencing that will allow the Enochs High School staff to secure the campus while leaving a portion of the eastern driveway open for use by the City and their contractors.

The City of Modesto will ensure that any temporary improvements will be removed and replaced to the pre-MOU conditions when access is no longer needed.

Ratification of Memorandum of Understanding with City of Modesto for  
Temporary Access to Grogan Park through Enochs High School Campus

The City expects to be completed with the street closure project no later than August 31, 2013, dependent upon weather conditions this winter and spring.

FISCAL IMPACT

There is no fiscal impact to the District.

RECOMMENDATION

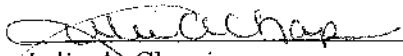
It is recommended that the Board of Education ratify the Memorandum of Understanding with the City of Modesto for temporary access to Grogan Park through the Enochs High School campus.

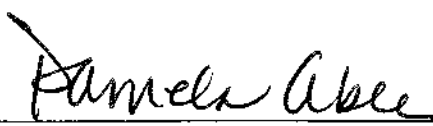
---

Originating Department: Planning and Facilities Support

Reviewed and Recommended by:

Approved for Recommendation  
to the Governing Board by:

  
\_\_\_\_\_  
Julie A. Chapin  
Associate Superintendent, Business Services  
Chief Business Official

  
\_\_\_\_\_  
Pamela Able  
Superintendent

MODESTO CITY SCHOOLS

TO: Pamela Able, Superintendent

Regular Meeting

SUBJECT: Approval of the 2012-2013 Single Plans for Student Achievement

November 13, 2012

---

BACKGROUND

California Education Code 64001 requires that all schools receiving categorical funding annually submit a Single Plan for Student Achievement. These plans must be prepared in accordance with law by School Site Councils. The Board's approval of the individual school plans authorizes the expenditure of categorical program funds.

ISSUE

The Education Code requires Board approval of the Single Plans for Student Achievement.

PROPOSAL

The plans are submitted annually for Board approval and are available for review in the office of State and Federal Programs. Each of the school plans identifies goals and objectives, approaches and activities, parent involvement plans, and a process for on-going evaluation of categorical programs. Plans also contain the signed assurance pages from the principal and school site council chairperson indicating that categorical programs are operating in compliance with categorical regulations.

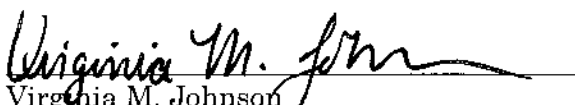
RECOMMENDATION

It is recommended that the Board of Education approve the 2012-2013 Single Plans for Student Achievement.


---

Originating Department: State & Federal Programs

Reviewed and Prepared by:

  
Virginia M. Johnson  
Associate Superintendent,  
Educational Services

Approved for Submission  
to the Governing Board by:

  
Pamela Able  
Superintendent



MODESTO CITY SCHOOLS

TO: Pamela Able, Superintendent

Regular Meeting

SUBJECT: Approval of High School Course Outline:  
Science

November 13, 2012

---

BACKGROUND

Course outlines are developed for each junior high and high school class by a committee of representative teachers and administrators. The outlines include instructional texts and materials, expectations for student learning, units of study, unit credit, grading, and other course elements. The course outlines and texts are then submitted to Associate Principals, Principals, and the Director, Educational Services, for review and recommendation.

ISSUE

The following course outline, including texts, has been approved by representative teachers, the High School Associate Principals, Principals, and the Director, Educational Services.

Revised Course  
Forensic Biotechnology

Copies of course outlines are available for review in the office of Educational Services.


RECOMMENDATION

It is recommended that the Board of Education approve the high school course outline: Science.


---

Originating Department: Educational Services

Reviewed and Recommended by:

  
Virginia M. Johnson  
Associate Superintendent,  
Educational Services

Approved for Recommendation  
to the Governing Board by:

  
Pamela Able  
Superintendent

MODESTO CITY SCHOOLS

TO: Pamela Able, Superintendent

Regular Meeting

SUBJECT: Approval of High School Course Outlines:  
AdvancePath

November 13, 2012

---

BACKGROUND

Course outlines are developed for each junior high and high school class by a committee of representative teachers and administrators. The outlines include instructional texts and materials, expectations for student learning, units of study, unit credit, grading, and other course elements. The course outlines and texts are then submitted to Associate Principals, Principals, and the Director, Educational Services, for review and recommendation.

ISSUE

The following course outlines, including texts, have been approved by representative teachers, the High School Associate Principals, Principals, and the Director, Educational Services.

New Course  
Spanish III

Revised Course  
Sociology

Copies of course outlines are available for review in the office of Educational Services.

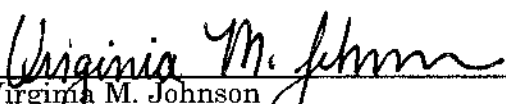
RECOMMENDATION

It is recommended that the Board of Education approve the high school course outlines:  
AdvancePath.


---

Originating Department: Educational Services

Reviewed and Recommended by:

  
\_\_\_\_\_  
Virginia M. Johnson  
Associate Superintendent,  
Educational Services

Approved for Recommendation  
to the Governing Board by:

  
\_\_\_\_\_  
Pamela Able  
Superintendent

MODESTO CITY SCHOOLS

TO: Pamela Able, Superintendent Regular Meeting  
SUBJECT: Approval of Graduation Schedule for May, 2013 November 13, 2012

---

BACKGROUND

Each year the Board of Education is asked to approve the May graduation schedule for the junior and senior high schools.

PROPOSAL

The graduation schedule for the junior and senior high schools May, 2013, is shown below.

<u>School</u>	<u>Date</u>	<u>Time</u>	<u>Location</u>
Hanshaw	Thursday, May 23	5:00 p.m.	Hanshaw Courtyard
La Loma	Thursday, May 23	5:00 p.m.	Johansen Gym
Mark Twain	Wednesday, May 22	6:00 p.m.	MJC Stadium
Roosevelt	Wednesday, May 22	5:30 p.m.	Downey Stadium
Beyer	Thursday, May 23	6:00 p.m.	John Thurman Field
Davis	Wednesday, May 22	6:00 p.m.	Johansen Stadium
Downey	Thursday, May 23	7:00 p.m.	Downey Stadium
Enochs	Thursday, May 23	6:00 p.m.	Enochs Quad
Gregori	Thursday, May 23	7:00 p.m.	Gregori Stadium
Johansen	Thursday, May 23	6:00 p.m.	Johansen Stadium
Modesto	Thursday, May 23	6:30 p.m.	MJC Stadium
Elliott	Tuesday, May 21	6:30 p.m.	Johansen Stadium

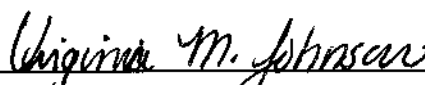
RECOMMENDATION

It is recommended that the Board of Education approve the graduation schedule for May, 2013.


---

Originating Department: Educational Services

Recommended by:

  
\_\_\_\_\_  
Virginia M. Johnson  
Associate Superintendent  
Educational Services

Approved for Recommendation  
to the Governing Board by:

  
\_\_\_\_\_  
Pamela Able  
Superintendent

MODESTO CITY SCHOOLS

TO: Pamela Able, Superintendent Regular Meeting  
SUBJECT: Approval of Memoranda of Understanding Between November 13, 2012  
Modesto City Schools and California State University,  
Stanislaus, for *M for Math Literacy* Programs at Bret  
Harte and O. Wright Elementary Schools

---

BACKGROUND

Modesto City Schools in partnership with California State University, Stanislaus (Department of Mathematics-Central California Mathematic Project (CCMP)) are currently operating under a Memoranda of Understanding for the delivery of the *M for Math Literacy* program at both Bret Harte and Orville Wright Schools. The current MOUs provide for faculty, materials, and supplies to conduct this program. CSU, Stanislaus goes to the school sites and works with students either in small groups or individually, as identified by the students' performance and teacher(s) recommendation. The student development may also include after-school tutoring activities and teacher(s) staff development. The MOUs are in effect from their date of execution through June 30, 2013.

ISSUE

The existing MOU's together exceed the \$10,000 threshold and require Board approval.

FISCAL IMPACT

Each MOU for the *M for Math Literacy* program will not exceed \$8,000. The total compensation to CSU, Stanislaus, will not to exceed \$16,000. The funding source for O. Wright is QEIA monies; the funding source for Bret Harte is EIA monies.

RECOMMENDATION

It is recommended that the Board of Education approve the Memoranda of Understanding between Modesto City Schools and California State University, Stanislaus, for *M for Math Literacy* Programs at Bret Harte and O. Wright Elementary Schools.

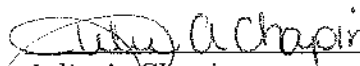
---

Recommended by:

  
Virginia M. Johnson

Associate Superintendent  
Educational Services

Reviewed by:

  
Julie A. Chapin

Associate Superintendent, Business Services  
Chief Business Official

Approved for Recommendation  
to the Governing Board by:

  
Pamela Able

Superintendent

MODESTO CITY SCHOOLS

TO: Pamela Able, Superintendent Regular Meeting  
SUBJECT: Approval of Agreement between Modesto City Schools and Licensed Family Child Care Provider November 13, 2012  
Kathina Rocha for the Fiscal Year 2012/2013

---

BACKGROUND

Modesto City Schools Board of Education approved Agreements between Modesto City Schools and Licensed Family Child Care Providers to offer services for children enrolled in the Family Child Care Program funded by the State's General Child Care contract on May 29, 2012.

ISSUE

In order to expand and meet funded enrollment targets for child care and development services for children enrolled in the Family Child Care Program, agreement with an additional provider must be approved.

PROPOSAL

The Modesto City Schools Board of Education will approve the 2012/2013 Agreement with Licensed Family Child Care Provider **Kathina Rocha**. A copy of the agreement is available upon request in the Business office.

FISCAL IMPACT

There will be no fiscal impact on the District's General Fund.

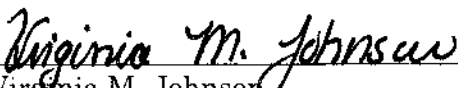
RECOMMENDATION

It is recommended that the Board of Education approve the Agreement between Modesto City Schools and Licensed Family Child Care Provider Kathina Rocha for Fiscal Year 2012/2013.

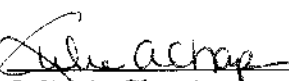
---

Originating Department: Child Development Programs


Reviewed and Recommended by:

  
Virginia M. Johnson  
Associate Superintendent, Educational Services

Reviewed by:

  
Julie A. Chapin  
Associate Superintendent, Business Services  
Chief Business Official

Approved for Recommendation  
to the Governing Board by:

  
Pamela Able  
Superintendent

MODESTO CITY SCHOOLS

TO Pamela Able, Superintendent Regular Meeting

SUBJECT: Approval of CAHSEE Waivers for Special Education November 13, 2012  
Students at Beyer, Davis, Downey, Enochs, Johansen,  
and Modesto High Schools

---

BACKGROUND

Students receiving Special Education services or with 504 plans may have modifications on the CAHSEE if those modifications are listed in their IEP's (Individual Education Program) or 504 plans.

ISSUE

Modifications fundamentally alter what a test measures, which invalidates the test score.

PROPOSAL

State regulations allow for the parent/guardian of a student who earns the equivalent of a passing score (350) with the use of a modification to request a waiver from the District's Governing Board. Waivers have been submitted for twelve special education students at Beyer, three special education students at Davis, two special education students at Downey, two special education students at Enochs, one special education student at Johansen, and one special education student at Modesto High School. Copies of the waivers are available for review in the Special Education Office.

FISCAL IMPACT

There is no fiscal impact on the general fund.

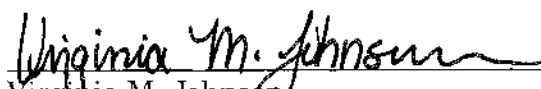
RECOMMENDATION

It is recommended that the Board of Education approve the CAHSEE waivers for Special Education students at Beyer, Davis, Downey, Enochs, Johansen, and Modesto High Schools.

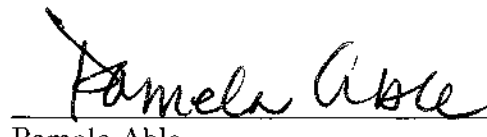
---

Originating Department: Special Education

Reviewed and Recommended by:

  
Virginia M. Johnson  
Associate Superintendent  
Educational Services

Approved for Recommendation  
to the Governing Board by:

  
Pamela Able  
Superintendent

MODESTO CITY SCHOOLS

TO Pamela Able, Superintendent Regular Meeting

SUBJECT: Ratification of Services Agreement with Sparkman Speech Pathologists, Inc. dba The Speech Path for 2012-2013 November 13, 2012

---

BACKGROUND

The Special Education Department contracts with outside providers to serve our Special Education population. Service Agreements for these providers are submitted throughout the year.

ISSUE

Due to special education students in need of speech therapy, Modesto City Schools SELPA will need to contract with Sparkman Speech Pathologists, Inc. dba The Speech Path for 2012-2013.

A copy of the service agreement between Modesto City Schools SELPA and Sparkman Speech Pathologists, Inc. dba The Speech Path is available in the Modesto City Schools District Special Education Department for review.

FISCAL IMPACT

The fiscal impact for services with Sparkman Speech Pathologists, Inc. dba The Speech Path will not exceed \$14,000.00. Special Education has budgeted \$3,301,000.00 for NPA/NPS services for the 2012-2013 school year.

RECOMMENDATION

It is recommended that the Board of Education ratify the Services Agreement with Sparkman Speech Pathologists, Inc. dba The Speech Path for 2012-2013.

---

Originating Department: Special Education


Reviewed and Recommended by:

  
\_\_\_\_\_  
Virginia M. Johnson  
Associate Superintendent  
Educational Services

Reviewed by:

  
\_\_\_\_\_  
Julie A. Chapin  
Associate Superintendent, Business Services  
Chief Business Official

Approved for Recommendation  
to the Governing Board by:

  
\_\_\_\_\_  
Pamela Able  
Superintendent

## MODESTO CITY SCHOOLS

TO: Pamela Able, Superintendent Regular Meeting

SUBJECT: Approval of Supplemental Educational Services November 13, 2012  
Contracts for Fiscal Year 2012-2013 with  
Forty-Nine (49) CDE-Approved Providers

---

### BACKGROUND

No Child Left Behind (NCLB) was signed into law by President George Bush on January 8, 2002. This law set up an accountability system for measuring Adequate Yearly Progress (AYP). Under this system, schools that fail to make AYP goals for two consecutive years become Program Improvement schools. Schools in their second or higher year of Program Improvement must offer students extra tutoring called Supplemental Educational Services (SES). Twenty-three MCS schools are in their second, third, fourth, or fifth year of Program Improvement and must provide Supplemental Educational Services: Beard, Bret Harte, Burbank, El Vista, Everett, Fairview, Franklin, Garrison, Kirschen, Marshall, Martone, Muir, Robertson Road, Shackelford, Tuolumne, Orville Wright, Hanshaw, Mark Twain, Davis, Downey, Johansen, Modesto, and Elliott.

### ISSUE

Modesto City Schools is required to contract with California Department of Education-approved providers for these Supplemental Educational Services. Parents have the right to choose a provider, and Modesto City Schools must contract with these organizations to provide extra tutoring. A Board-approved master contract with Supplemental Educational Services providers must be in place before services can begin.

### PROPOSAL

The Supplemental Educational Services will be provided by the following forty-nine (49) providers: !123! Maestros Latinos, Inc.; !AAA! ACADEMICS; !ACE Tutoring Services, Inc.; # 1 ACADEMIC TUTORING, INC.; #1 At-Home Tutors, Inc.; ~#1 A+ Student Learning Academy/Center~; ¡Alpha! Innovation through Education; 1 to 1 Study Buddy Tutoring, Inc.; 100% Learning Fun Center; 1-on-1 Learning with Laptops; 24 Horas de Tutoria (24 Hours Tutoring Inc); A + Educational Centers; A Better Tomorrow Education; A Tree of Knowledge Educational Services, Inc.; Aavanza (Extreme Learning dba Aavanza); Academic Advantage, The; Academic Tutoring Services, Inc.; Access To Learning; Accuracy Temporary Services, Inc. dba ATS Project Success; Ace it! Tutoring Powered by Sylvan Learning; Alternatives Unlimited, Inc.; Amazing A Academics; Applied Scholastics International; Brain Hurricane, LLC; Club Z! In-Home Tutoring Services, Inc.; Community College Foundation, The; Datamatics, Inc dba Achieve High Points; Educational Advantage, LLC. dba Xamaze In Home Tutoring; EduThink; Encourage Tomorrow; Foundations Educational Services; Healthy Families; ICES EDUCATION, LLC; Innovadia LLC; Keep Hope Alive Project; Learning Ladder, Inc.; Learning Solutions, dba A+ Learning Solutions; Professional Tutors of America, Inc.; Reading and Beyond; Smart Kids Tutoring



Approval of Supplemental Educational Services Contracts for Fiscal  
Year 2012-2013 with Forty-Nine (49) CDE-Approved Providers

& Learning Center, Inc.; Studentnest, Inc. dba Studentnest.com; Sullivan Learning Systems, Inc.; Sure Prep Learning, LLC; Syntesys Educational Services, Inc. dba: #1 Academia de Servicio de Tutoria; Teach-n-Tutor, Inc.; The Learning Curve; Total Education Solutions; TutorWorks INC; Ultimate Success Learning. These providers will tutor students whose parents request their services. Copies of the contracts are available for review in the office of State and Federal Programs.

FISCAL IMPACT

Modesto City Schools receives over 9 million dollars annually in federal Title I money. NCLB requires that up to 20% of that money be spent on Supplemental Educational Services and Choice if needed; approximately \$1.8 million. Payments to Supplemental Educational Services providers will be made from Title I funds.

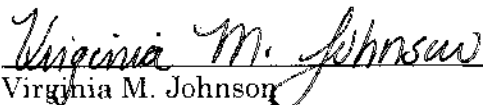
RECOMMENDATION

It is recommended that the Board of Education approve the Supplemental Educational Services Contracts for Fiscal Year 2012-2013 with forty-nine (49) CDE-Approved Providers. Copies of the contracts are available for review in the office of State and Federal Programs

---

Originating Department: State & Federal Programs

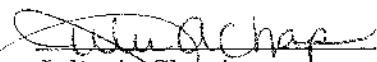
Reviewed and Recommended by:



Virginia M. Johnson  
Associate Superintendent,  
Educational Services

Reviewed by:

Approved for Recommendation  
to the Governing Board by:



Julie A. Chapin  
Associate Superintendent, Business Services  
Chief Business Official



Pamela Able  
Superintendent

MODESTO CITY SCHOOLS

TO: Pamela Able, Superintendent Regular Meeting  
SUBJECT: Approval of Designated Personnel Action Items November 13, 2012

---

The following designated personnel action items are attached for approval by the Board of Education:

CERTIFICATED

- |    |  |           |
|----|--|-----------|
| .1 | Approval of certificated personnel terminations            | 3 items   |
| .2 | Approval of certificated personnel leaves of absence       | 13 items  |
| .3 | Approval of certificated personnel employment              | 19 items  |
| .4 | Approval of certificated personnel other appointments      | 54 items  |
| .5 | Approval of certificated personnel stipend appointments    | 277 items |
| .6 | Approval of certificated personnel stipend deletions       | 4 items   |
| .7 | Approval of certificated personnel substitute appointments | 15 items  |

CLASSIFIED


- |     |  |          |
|-----|--|----------|
| .8  | Approval of classified personnel terminations            | 2 items  |
| .9  | Approval of classified personnel leaves of absence       | 24 items |
| .10 | Approval of classified personnel employment              | 8 items  |
| .11 | Approval of classified personnel other appointments      | 29 items |
| .12 | Approval of classified personnel substitute appointments | 7 items  |


It is recommended that the Board of Education approve the attached designated personnel action items.

---

Recommended by:

Approved for Recommendation  
to the Governing Board by:

  
Craig Rydquist  
Associate Superintendent, Human Resources

  
Pamela Able  
Superintendent

**MODESTO CITY SCHOOLS PERSONNEL ACTION ITEMS**

**Date of Board Meeting: November 13, 2012**

**Action: Approval of certificated personnel terminations:**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>LOCATION</b>	<b>DESCRIPTION/ACTION</b>	<b>EFFECTIVE DATES</b>
<b>1. Coleman, Cynthia</b>	<b>Classroom Teacher, K-6</b>	<b>Elem. Dist.</b>	<b>Resignation</b>	<b>09/28/12</b>
<b>2. Naeve, Catherine</b>	<b>Program Manager - Special Education</b>	<b>Admin.</b>	<b>Deceased</b>	<b>10/01/12</b>
<b>3. Pedraza, Julian</b>	<b>Classroom Teacher, 7-8</b>	<b>Elem. Dist.</b>	<b>Retirement</b>	<b>05/23/13</b>

**MODESTO CITY SCHOOLS PERSONNEL ACTION ITEMS**

**Date of Board Meeting: November 13, 2012**

**Action: Approval of certificated personnel leaves of absence:**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>LOCATION</b>	<b>DESCRIPTION/ACTION</b>	<b>EFFECTIVE DATES</b>	
1. Albarran, Cristina	Classroom Teacher, 9-12	H.S. Dist.	Paid Leave of Absence - Revised	09/04/12	10/31/12
2. Bell, Kimberly	CDP State Preschool Teacher, Part Day	Elem. Dist.	Unpaid Leave of Absence - Revised	10/08/12	05/24/13
3. Gunther, Richard	Classroom Teacher, 9-12	H.S. Dist.	Paid Leave of Absence	08/13/12	10/19/12
4. Hensley, Angela	Classroom Teacher, 9-12	H.S. Dist.	Paid Leave of Absence	09/24/12	12/14/12
5. Howenstine, Rachel	Classroom Teacher, 7-8	Elem. Dist.	Unpaid Leave of Absence	10/12/12	11/21/12
6. Kosiewicz, Dorothy	Classroom Teacher, K-6	Elem. Dist.	Paid Leave of Absence	09/11/12	10/04/12
7. Larsen, Deborah	CDP State Preschool Teacher, Part Day	Elem. Dist.	Paid Leave of Absence	11/13/12	02/15/13
8. Meas, Pholy	Classroom Teacher, K-6	Elem. Dist.	Paid Leave of Absence	10/22/12	11/19/12
9. Pirrone, Jennifer	Classroom Teacher, 9-12	H.S. Dist.	Unpaid Leave of Absence	08/06/12	10/12/12
10. Roberson-Hedman, Kelly	Language, Speech & Hearing Specialist	Admin.	Paid Leave of Absence - Revised	08/24/12	10/12/12
11. Ruminer, Tonya	Classroom Teacher, K-6	Elem. Dist.	Paid Leave of Absence	08/07/12	08/24/12
12. Sandoval, Veronica	School Psychologist	Admin.	Paid Leave of Absence - Revised	08/30/12	10/26/12
13. Vang, Sia	Classroom Teacher, K-6	Elem. Dist.	Paid Leave of Absence	09/17/12	11/21/12

**MODESTO CITY SCHOOLS PERSONNEL ACTION ITEMS**

Date of Board Meeting: November 13, 2012

Action: Approval of certificated personnel employment:

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>LOCATION</b>	<b>DESCRIPTION/ACTION</b>	<b>EFFECTIVE DATES</b>
1. Allan, Christi	Resource Specialist, P-12	Elem. Dist.	New Hire - Probationary	09/14/12
2. Bentley, Douglas	Classroom Teacher, 9-12	H.S. Dist.	New Hire - Temporary	10/22/12 05/23/13
3. Bernard, Joshua	Classroom Teacher, 7-8	Elem. Dist.	New Hire - Probationary	10/22/12
4. Chamberlain, Sheryl	To: 60% High School Counselor / 30% English Learner Counselor / 10% Counselor, 7-8	H.S. Dist.	From: 40% English Learner Counselor / 20% High School Counselor / 30% English Learner Counselor / 10% Counselor, 7-8	08/06/12
5. Clark, Shayna	Resource Specialist, P-12	Elem. Dist.	New Hire - Probationary	08/16/12
6. Dugan, Lorraine	40% School Nurse	Admin.	New Hire - Probationary	10/02/12
7. Godfrey, Robert	To: Special Day Class Teacher, P-12	Elem. Dist.	From: Special Day Class Teacher (Intern)	08/23/12
8. Gray, Susan	To: CDP Head Start Teacher, Part Day - Orville Wright	Elem. Dist.	From: CDP Head Start Teacher, Part Day - Robertson Road	08/01/12
9. Green, Ryan	60% Classroom Teacher, 9-12	H.S. Dist.	New Hire - Probationary	10/15/12
10. Guzzi, Molly	Special Day Class Teacher, P-12	Elem. Dist.	New Hire - Probationary	10/22/12
11. Hibbard, Cynthia	CDP State Preschool Teacher, Part Day	Elem. Dist.	New Hire - Probationary	10/08/12
12. Jones, Stefanie	School Nurse	Admin.	New Hire - Probationary	10/23/12

**MODESTO CITY SCHOOLS PERSONNEL ACTION ITEMS**

**Date of Board Meeting: November 13, 2012**

**Action: Approval of certificated personnel employment:**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>LOCATION</b>	<b>DESCRIPTION/ACTION</b>	<b>EFFECTIVE DATES</b>
13. Jones, Tammy	To: Instructional Coach, District	Admin.	From: Instructional Coach, Site - Bret Harte	11/01/12
14. McDonald, Heather	Classroom Teacher, 9-12	H.S. Dist.	New Hire - 40% Probationary / 60% Temporary	08/07/12
15. McHale, William	To: 40% Classroom Teacher, 9-12 / 40% Instructional Coach, 7-12 - District / 10% District English Language Arts Coordinator, 7-8 / 10% District English Language Arts Coordinator, 9-12	Admin.	From: 100% Classroom Teacher	08/06/12
16. Pitts, Teresa	To: 40% English Learner Counselor / 60% High School College Counselor	H.S. Dist.	From: 40% High School Counselor / 60% High School College Counselor	08/06/12
17. Showen, Rosemary	CDP State Preschool Teacher, Part Day	Elem. Dist.	New Hire - Probationary	10/01/12
18. Starn, Natalie	Classroom Teacher, K-6	Elem. Dist.	Rehire - Probationary	08/06/12
19. Symeonides, Steven	Classroom Teacher, 9-12	H.S. Dist.	Rehire - Probationary	10/22/12

**MODESTO CITY SCHOOLS PERSONNEL ACTION ITEMS**

**Date of Board Meeting: November 13, 2012**

**Action: Approval of certificated personnel other appointments:**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>LOCATION</b>	<b>DESCRIPTION/ACTION</b>	<b>EFFECTIVE DATES</b>	
1. Aiwaz, Aurora	Hourly	Elem. Dist.	Independent Study Teacher	10/01/12	05/23/13
2. Avey, John	Hourly	Elem. Dist.	Academic Intervention	09/25/12	05/23/13
3. Azevedo, Marlon	Hourly	H.S. Dist.	Home & Hospital Teacher	09/27/12	06/28/13
4. Barraza, Hector	Hourly	Elem. Dist.	Academic Intervention	09/25/12	05/23/13
5. Boren, Ronald	Hourly	Elem. Dist.	Academic Intervention	09/25/12	05/23/13
6. Buckles, Terrence	Hourly	Elem. Dist.	Academic Intervention	09/25/12	05/23/13
7. Carley, Laurie	Hourly	Elem. Dist.	Academic Intervention	10/22/12	06/30/13
8. Caro, Miriam	Hourly	Elem. Dist.	Academic Intervention	10/22/12	06/30/13
9. Chastain, Kimberly	Hourly	Elem. Dist.	Academic Intervention	10/22/12	06/30/13
10. Courtney, Barry	Hourly	Elem. Dist.	Academic Intervention	10/22/12	05/03/13
11. Crowell, Vicki	Daily	Admin.	Extended/Extra Service Days - 1 Day	08/01/12	06/30/13
12. De La Cuesta, Graciela	Hourly	Elem. Dist.	Academic Intervention	09/04/12	05/23/13
13. De La Cuesta, Graciela	Hourly	Elem. Dist.	Independent Study Teacher	10/01/12	05/23/13
14. Decouto, Melinda	Hourly	Elem. Dist.	Academic Intervention	09/25/12	05/23/13
15. Eck, Tarin	Hourly	Elem. Dist.	Academic Intervention	10/01/12	06/01/13

**MODESTO CITY SCHOOLS PERSONNEL ACTION ITEMS**

**Date of Board Meeting: November 13, 2012**

**Action: Approval of certificated personnel other appointments:**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>LOCATION</b>	<b>DESCRIPTION/ACTION</b>	<b>EFFECTIVE DATES</b>	
16. Eckert, Jackie	Hourly	Elem. Dist.	Academic Intervention	10/22/12	05/23/13
17. Elinburg, Gina	Hourly	Elem. Dist.	Academic Intervention	10/22/12	06/30/13
18. Etchepare, James	Hourly	H.S. Dist.	Independent Study Teacher	08/07/12	05/23/13
19. Galvan, Bernadette	Hourly	H.S. Dist.	Extended Summer School Teacher	10/01/12	12/14/12
20. Gonzalez, Hilda	Hourly	Elem. Dist.	Academic Intervention	09/25/12	05/23/13
21. Harter, Elma	Hourly	Elem. Dist.	Tutoring/Peer Assistance Program	09/17/12	05/23/13
22. Hill, Gloria	Hourly	Elem. Dist.	Academic Intervention	10/22/12	05/03/13
23. Hilscher, Linda	Hourly	Elem. Dist.	Academic Intervention	09/25/12	05/23/13
24. Holmberg, Kathleen	Daily	Admin.	Extended/Extra Service Days - 3 Days	08/01/12	06/30/13
25. Huckabee, Robbie	Hourly	Elem. Dist.	Academic Intervention	09/25/12	05/23/13
26. Jackson, Tonja	Hourly	Elem. Dist.	Tutoring/Peer Assistance Program	09/17/12	05/23/13
27. Jamison, Ann	Hourly	Elem. Dist.	Home & Hospital Teacher	10/01/12	05/23/13
28. Jensen, Charlene	Hourly	Elem. Dist.	Piano Accompanist	10/01/12	05/23/13
29. Kelly, Kalinda	Hourly	Elem. Dist.	Saturday School Teacher	09/04/12	05/23/13



**MODESTO CITY SCHOOLS PERSONNEL ACTION ITEMS**

Date of Board Meeting: November 13, 2012

**Action: Approval of certificated personnel other appointments:**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>LOCATION</b>	<b>DESCRIPTION/ACTION</b>	<b>EFFECTIVE DATES</b>	
30. Layne, Marlys	Daily	Admin.	Extended/Extra Service Days - 5 Days	08/01/12	06/30/13
31. Lee, Papith	Hourly	Elem. Dist.	Academic Intervention	09/25/12	05/23/13
32. Ludlow, Judith	Hourly	Elem. Dist.	Tutoring/Peer Assistance Program	09/17/12	05/23/13
33. Luna, Alicia	Hourly	Elem. Dist.	Academic Intervention	09/25/12	05/23/13
34. Maness, Sandie	Hourly	Elem. Dist.	Academic Intervention	10/22/12	06/30/13
35. Mar, Barland	Hourly	H.S. Dist.	Extended Summer School Teacher	10/01/12	12/14/12
36. McBride, Gary	Hourly	Elem. Dist.	Academic Intervention	10/01/12	06/01/13
37. McBride, Rebecca	Hourly	Elem. Dist.	Academic Intervention	09/25/12	05/23/13
38. Moser, Brian	Hourly	H.S. Dist.	Band/Guard Coach-Paid by Booster	10/16/12	11/30/12
39. Moss, Tina	Hourly	Elem. Dist.	Academic Intervention	09/25/12	05/23/13
40. Postma, Carrie	Hourly	Elem. Dist.	Home & Hospital Teacher	07/01/12	06/30/13
41. Presley, Kathryn	Hourly	Elem. Dist.	Saturday School Teacher	09/04/12	05/23/13
42. Rogers, Curtis	Hourly	Elem. Dist.	Academic Intervention	09/25/12	05/23/13
43. Silva, Joe	Hourly	H.S. Dist.	Crowd Control - Money Handler	09/05/12	05/23/13

**MODESTO CITY SCHOOLS PERSONNEL ACTION ITEMS**

**Date of Board Meeting: November 13, 2012**

**Action: Approval of certificated personnel other appointments:**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>LOCATION</b>	<b>DESCRIPTION/ACTION</b>	<b>EFFECTIVE DATES</b>	
44. Spiker, Kerstin	Hourly	Elem. Dist.	Tutoring/Peer Assistance Program	09/17/12	05/23/13
45. Spiker, Kerstin	Hourly	Elem. Dist.	Saturday School Teacher	10/12/12	05/23/13
46. Sprague, Charlotte	Hourly	Elem. Dist.	Academic Intervention	09/25/12	05/23/13
47. Sterling, April	Hourly	Elem. Dist.	Piano Accompanist	10/01/12	05/23/13
48. Sutton, Diane	Daily	Admin.	Extended/Extra Service Days - 1 Day	08/01/12	06/30/13
49. Swartzlander, Sue Ann	Daily	Admin.	Extended/Extra Service Days - 8 Days	07/01/12	06/30/13
50. Teves, Carmen	Hourly	Elem. Dist.	Academic Intervention	09/25/12	05/23/13
51. Underwood, Scott	Hourly	Admin.	Special Education Home & Hospital Teacher	10/02/12	06/30/13
52. Vang, Sia	Hourly	Elem. Dist.	Academic Intervention	09/25/12	05/23/13
53. Vinson, Laurie	Hourly	Elem. Dist.	Academic Intervention	10/22/12	05/03/13
54. Webb, Sherri	Hourly	Elem. Dist.	Academic Intervention	10/22/12	06/30/13

**MODESTO CITY SCHOOLS PERSONNEL ACTION ITEMS**Date of Board Meeting: **November 13, 2012****Action: Approval of certificated personnel stipend appointments:**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>LOCATION</b>	<b>DESCRIPTION/ACTION</b>	<b>EFFECTIVE DATES</b>	
1. Adair, Kenneth	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/07/12	05/23/13
2. Adams, Mark	Stipend	Elem. Dist.	Department /Instructional Team Chairperson 7-8	08/07/12	06/01/13
3. Arnold, Dorene	Stipend	Elem. Dist.	50% Open Plan	08/07/12	05/23/13
4. Asuncion, Bridgit	Stipend	H.S. Dist.	TUPE	08/07/12	05/23/13
5. Austin, Jeffrey	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/06/12	05/23/13
6. Baker, Kristin	Stipend	H.S. Dist.	Revised - Girls' Frosh/Soph Water Polo Coach	08/06/12	11/03/12
7. Baker, Kristin	Stipend	H.S. Dist.	Revised - Sixth Period Sports Assignment	08/06/12	11/03/12
8. Bannholzer, Rose	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/06/12	05/23/13
9. Barajas, Nancy	Stipend	Elem. Dist.	Assistant to the Principal	08/07/12	05/23/13
10. Barkus, Rachelle	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/07/12	05/23/13
11. Barraza, Hector	Stipend	Elem. Dist.	Assistant to the Principal	08/07/12	05/23/13
12. Batista, Natalie	Stipend	H.S. Dist.	Frosh Cheerleader Advisor	08/07/12	05/23/13

**MODESTO CITY SCHOOLS PERSONNEL ACTION ITEMS**

**Date of Board Meeting: November 13, 2012**

**Action: Approval of certificated personnel stipend appointments:**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>LOCATION</b>	<b>DESCRIPTION/ACTION</b>	<b>EFFECTIVE DATES</b>	
13. Batt, Malachi	Stipend	H.S. Dist.	Boys' Freshman Basketball Coach	11/05/12	02/12/13
14. Beach, Kirsten	Stipend	H.S. Dist.	Girls' Sophomore Basketball Coach	11/05/12	02/12/13
15. Beatty, Susan	Stipend	H.S. Dist.	VSO Advisor - FFA	08/07/12	05/23/13
16. Bergerson, Harold	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/07/12	05/23/13
17. Betcher, Janet	Stipend	Elem. Dist.	Chorus, K-6	08/07/12	05/23/13
18. Bevier, Amanda	Stipend	H.S. Dist.	VSO Advisor - FFA	08/07/12	05/23/13
19. Bird, Lindsey	Stipend	H.S. Dist.	Eighth Period Assignment	08/07/12	09/07/12
20. Biven, John	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/07/12	05/23/13
21. Boese, Vicky	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/07/12	05/23/13
22. Boore, Aaron	Stipend	H.S. Dist.	Girls' Sophomore Basketball Coach	11/05/12	02/12/13
23. Boren, Ronald	Stipend	Elem. Dist.	Chorus, K-6	08/07/12	05/23/13
24. Boyatt, David	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/07/12	05/23/13
25. Bradley, Scott	Stipend	H.S. Dist.	Academic Decathlon	08/07/12	05/23/13

**MODESTO CITY SCHOOLS PERSONNEL ACTION ITEMS**

Date of Board Meeting: November 13, 2012

**Action: Approval of certificated personnel stipend appointments:**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>LOCATION</b>	<b>DESCRIPTION/ACTION</b>	<b>EFFECTIVE DATES</b>	
26. Bravo, Michael	Stipend	Elem. Dist.	ASR - Flag Football, 8th	08/20/12	10/12/12
27. Brecht, Michael	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/07/12	05/23/13
28. Brite, Michael	Stipend	Elem. Dist.	50% Assistant to Principal	08/07/12	05/23/13
29. Brite, Michael	Stipend	Elem. Dist.	Safety Patrol	08/07/12	05/23/13
30. Brooks, Duane	Stipend	H.S. Dist.	Boys' Varsity Wrestling Coach	11/05/12	02/12/13
31. Bryan, Lindsay	Stipend	H.S. Dist.	Dramatics	08/07/12	05/23/13
32. Bryan, Lindsay	Stipend	H.S. Dist.	Mock Trial	08/07/12	05/23/13
33. Burris, Tammy	Stipend	H.S. Dist.	VSO Advisor - FFA	08/07/12	05/23/13
34. Burton, Norma	Stipend	Elem. Dist.	50% Student Council Advisor	08/07/12	05/23/13
35. Butler, Brett	Stipend	H.S. Dist.	Boys' Freshman Football Assistant Coach	08/13/12	11/03/12
36. Bynum, Eli	Stipend	H.S. Dist.	Boys' Varsity Football Assistant Coach	08/06/12	11/03/12
37. Bynum, Eli	Stipend	H.S. Dist.	Sixth Period Sports Assignment	08/06/12	11/03/12
38. Byron, Ida	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/07/12	05/23/13

**MODESTO CITY SCHOOLS PERSONNEL ACTION ITEMS**

Date of Board Meeting: November 13, 2012

Action: Approval of certificated personnel stipend appointments:

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>LOCATION</b>	<b>DESCRIPTION/ACTION</b>	<b>EFFECTIVE DATES</b>	
39. Caldwell, Richard	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/07/12	05/23/13
40. Caldwell, Richard	Stipend	H.S. Dist.	Boys' Frosh/Soph Wrestling Coach	11/05/12	02/12/13
41. Caldwell, Richard	Stipend	H.S. Dist.	Sixth Period Sports Assignment	11/05/12	02/12/13
42. Carlin, Niles	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/07/12	05/23/13
43. Carlson, Jennifer	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/07/12	05/23/13
44. Carota, Julia	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/07/12	05/23/13
45. Carter, Saul	Stipend	H.S. Dist.	Girls' Sophomore Volleyball Coach	08/28/12	11/03/12
46. Chavkin, Amy	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/06/12	05/23/13
47. Chiavetta, Michael	Stipend	H.S. Dist.	Revised - Boys' Varsity Water Polo Coach	08/06/12	11/03/12
48. Chiavetta, Michael	Stipend	H.S. Dist.	Revised - Girls' Varsity Water Polo Coach	08/06/12	11/03/12
49. Chiavetta, Michael	Stipend	H.S. Dist.	Revised - Sixth Period Sports Assignment	08/06/12	11/03/12

**MODESTO CITY SCHOOLS PERSONNEL ACTION ITEMS**

**Date of Board Meeting: November 13, 2012**

**Action: Approval of certificated personnel stipend appointments:**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>LOCATION</b>	<b>DESCRIPTION/ACTION</b>	<b>EFFECTIVE DATES</b>	
50. Chiavetta, Michael	Stipend	H.S. Dist.	Revised - Sixth Period Sports Assignment	08/06/12	11/03/12
51. Chilles, Christopher	Stipend	H.S. Dist.	50% Department/ Instructional Team Chairperson 9-12	08/06/12	05/23/13
52. Chilles, Christopher	Stipend	H.S. Dist.	Boys' Varsity Soccer Coach	08/06/12	11/03/12
53. Chilles, Christopher	Stipend	H.S. Dist.	Sixth Period Sports Assignment	08/06/12	11/03/12
54. Cloud, Kimberly	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/07/12	05/23/13
55. Concepcion, Dante	Stipend	Elem. Dist.	Student Council Advisor	08/07/12	05/23/13
56. Costa, Regina	Stipend	Elem. Dist.	Student Council Advisor	08/07/12	05/23/13
57. Dal Porto, Jennifer	Stipend	H.S. Dist.	VSO Advisor - HERO	08/07/12	05/23/13
58. Davila, Mark	Stipend	H.S. Dist.	Vocal Music	10/05/12	05/23/13
59. Davis, Allan	Stipend	H.S. Dist.	Boys' Varsity Basketball Head Coach	11/05/12	02/12/13
60. Davis, Brian	Stipend	Elem. Dist.	Chorus, K-6	08/07/12	05/23/13
61. Decouto, Melinda	Stipend	Elem. Dist.	Safety Patrol	08/07/12	05/23/13
62. Decouto, Melinda	Stipend	Elem. Dist.	Student Council Advisor	08/07/12	05/23/13

**MODESTO CITY SCHOOLS PERSONNEL ACTION ITEMS**

**Date of Board Meeting: November 13, 2012**

**Action: Approval of certificated personnel stipend appointments:**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>LOCATION</b>	<b>DESCRIPTION/ACTION</b>	<b>EFFECTIVE DATES</b>	
63. Dickson, Steven	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/07/12	05/23/13
64. Dill, Jennifer	Stipend	Elem. Dist.	50% Open Plan	08/07/12	05/23/13
65. Donaldson, Donnie	Stipend	Elem. Dist.	Student Council Advisor	08/07/12	05/23/13
66. Duewell, Ethan	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/07/12	05/23/13
67. Durbin, Kristie	Stipend	H.S. Dist.	VSO Advisor - FBLA	08/07/12	08/27/12
68. Ealy, Ricky	Stipend	H.S. Dist.	Boys' Frosh/Soph Wrestling Coach	11/03/12	02/12/13
69. Echols, Jodie	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/07/12	05/23/13
70. Eilers, Gregory	Stipend	Elem. Dist.	Web Page Design, K-6	08/07/12	05/23/13
71. Eitelgeorge, Steven	Stipend	H.S. Dist.	Girls' Cross Country Coach	08/06/12	11/03/12
72. Eitelgeorge, Steven	Stipend	H.S. Dist.	Sixth Period Sports Assignment	08/06/12	11/03/12
73. Elliott, Rosalyn	Stipend	Elem. Dist.	Department/Instructional Team Chairperson 7-8	08/07/12	05/23/13
74. Elms, Johanna	Stipend	H.S. Dist.	Mock Trial	08/07/12	05/23/13
75. Eudy, Ashley	Stipend	H.S. Dist.	Girls' Frosh/Soph Water Polo Coach	08/06/12	11/03/12



**MODESTO CITY SCHOOLS PERSONNEL ACTION ITEMS**

Date of Board Meeting: November 13, 2012

**Action: Approval of certificated personnel stipend appointments:**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>LOCATION</b>	<b>DESCRIPTION/ACTION</b>	<b>EFFECTIVE DATES</b>	
76. Evans, Nicole	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/07/12	05/23/13
77. Fahey, Dennis	Stipend	H.S. Dist.	Boys' Sophomore Football Assistant Coach	08/06/12	11/03/12
78. Fillpot, Randall	Stipend	Elem. Dist.	Department/Instructional Team Chairperson 7-8	08/07/12	05/31/13
79. Findlen, Lindy	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/07/12	05/23/13
80. Flesher, William	Stipend	H.S. Dist.	Boys' Varsity Football Head Coach	08/06/12	11/03/12
81. Flesher, William	Stipend	H.S. Dist.	Sixth Period Sports Assignment	08/06/12	11/03/12
82. Fontana, Donald	Stipend	H.S. Dist.	Boys' Freshman Football Assistant Coach	08/06/12	11/03/12
83. Foote, Theresa	Stipend	Elem. Dist.	Department/Instructional Team Chairperson 7-8	08/07/12	05/23/13
84. Fountain, John	Stipend	Elem. Dist.	Department/Instructional Team Chairperson 7-8	08/06/12	05/23/13
85. Fowzer, Christine	Stipend	H.S. Dist.	Spirit Staff Coordinator	08/07/12	05/23/13
86. Fowzer, Mikayla	Stipend	H.S. Dist.	Frosh Cheerleader Advisor	08/07/12	05/23/13

**MODESTO CITY SCHOOLS PERSONNEL ACTION ITEMS**

**Date of Board Meeting: November 13, 2012**

**Action: Approval of certificated personnel stipend appointments:**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>LOCATION</b>	<b>DESCRIPTION/ACTION</b>	<b>EFFECTIVE DATES</b>	
87. Franco-Carreno, Esperanza	Stipend	Elem. Dist.	50% Student Council Advisor	08/07/12	05/23/13
88. Froehlke, Janna	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/07/12	05/23/13
89. Gahan, John	Stipend	H.S. Dist.	Academic Decathlon	08/07/12	05/23/13
90. Gaines, Lori	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/07/12	05/23/13
91. Garcia, Russ	Stipend	H.S. Dist.	Boys' Sophomore Football Assistant Coach	08/06/12	11/03/12
92. Garcia, Russ	Stipend	H.S. Dist.	Sixth Period Sports Assignment	08/06/12	11/03/12
93. Garcia, Suzanne	Stipend	H.S. Dist.	Girls' Freshman Volleyball Coach	08/06/12	11/03/12
94. Garmon, Diane	Stipend	Elem. Dist.	ASR - Girls Volleyball, 7th	08/06/12	05/23/13
95. Garvin, Sandra	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/06/12	05/23/13
96. Genasci, Grant	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/07/12	05/23/13
97. Gerbo, Ian	Stipend	H.S. Dist.	AVID	08/07/12	05/23/13
98. Gerhardt, Gary	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/07/12	05/23/13

**MODESTO CITY SCHOOLS PERSONNEL ACTION ITEMS**

Date of Board Meeting: November 13, 2012

Action: Approval of certificated personnel stipend appointments:

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>LOCATION</b>	<b>DESCRIPTION/ACTION</b>	<b>EFFECTIVE DATES</b>	
99. Glover, Debi	Stipend	Elem. Dist.	Assistant to the Principal	08/07/12	05/23/13
100. Godfrey, Robert	Stipend	Elem. Dist.	Assistant to the Principal	08/07/12	05/23/13
101. Gomes, Elsa	Stipend	Elem. Dist.	Revised - Athletic Director, After School Recreation	08/07/12	05/23/13
102. Gonzales, Mark	Stipend	H.S. Dist.	Girls' Tennis Coach	08/06/12	11/03/12
103. Gonzales, Mark	Stipend	H.S. Dist.	Sixth Period Sports Assignment	08/06/12	11/03/12
104. Graham, Kendall	Stipend	H.S. Dist.	Girls' Varsity Water Polo Coach	08/06/12	11/03/12
105. Graham, Kendall	Stipend	H.S. Dist.	Sixth Period Sports Assignment	08/06/12	11/03/12
106. Green, Ryan	Stipend	H.S. Dist.	Boys' Freshman Football Assistant Coach	08/06/12	11/03/12
107. Green, Ryan	Stipend	H.S. Dist.	Boys' Sophomore Basketball Coach	11/05/12	02/12/13
108. Green, Ryan	Stipend	H.S. Dist.	Sixth Period Sports Assignment	11/05/12	02/12/13
109. Guerrero, Francisco	Stipend	Elem. Dist.	Department/Instructional Team Chairperson 7-8	08/06/12	05/23/13
110. Guevara, Sergio	Stipend	H.S. Dist.	Annual, 9-12	08/07/12	05/23/13

**MODESTO CITY SCHOOLS PERSONNEL ACTION ITEMS**

**Date of Board Meeting: November 13, 2012**

**Action: Approval of certificated personnel stipend appointments:**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>LOCATION</b>	<b>DESCRIPTION/ACTION</b>	<b>EFFECTIVE DATES</b>	
111. Guevara, Sergio	Stipend	H.S. Dist.	Newspaper, 9-12	08/07/12	05/23/13
112. Guptill, Scott	Stipend	Elem. Dist.	Department/Instructional Team Chairperson 7-8	08/07/12	06/01/13
113. Guy, Heather	Stipend	H.S. Dist.	50% Department/Instructional Team Chairperson 9-12	08/06/12	05/23/13
114. Hale, Misty	Stipend	Elem. Dist.	50% Safety Patrol	08/07/12	05/23/13
115. Harris, Daniel	Stipend	H.S. Dist.	Science Olympiad, 9-12	08/07/12	05/23/13
116. Harrison, Allen	Stipend	Elem. Dist.	ASR - Flag Football, 7th	08/06/12	05/23/13
117. Hawkins, Wendy	Stipend	Elem. Dist.	Department/Instructional Team Chairperson 7-8	08/07/12	05/23/13
118. Heppner, Diane	Stipend	Elem. Dist.	50% Student Council Advisor	08/07/12	05/23/13
119. Heppner, Diane	Stipend	Elem. Dist.	Chorus, K-6	08/07/12	05/23/13
120. Heppner, Diane	Stipend	Elem. Dist.	Safety Patrol	08/07/12	05/23/13
121. Hernandez, Socorro	Stipend	Elem. Dist.	Department/Instructional Team Chairperson 7-8	08/06/12	05/23/13
122. Herrera, Diana	Stipend	H.S. Dist.	Eighth Period Assignment	08/07/12	12/14/12
123. Herring, Keith	Stipend	H.S. Dist.	50% Department/Instructional Team Chairperson 9-12	08/07/12	05/23/13

**MODESTO CITY SCHOOLS PERSONNEL ACTION ITEMS**

**Date of Board Meeting: November 13, 2012**

**Action: Approval of certificated personnel stipend appointments:**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>LOCATION</b>	<b>DESCRIPTION/ACTION</b>	<b>EFFECTIVE DATES</b>	
124. Howenstine, Rachel	Stipend	Elem. Dist.	Department/Instructional Team Chairperson 7-8	08/06/12	05/23/13
125. Hudelson, Diane	Stipend	Elem. Dist.	Department/Instructional Team Chairperson 7-8	08/07/12	05/23/13
126. Hughes, Andrea	Stipend	Elem. Dist.	Athletic Director, After School Recreation	08/07/12	05/23/13
127. Hughes, Andrea	Stipend	Elem. Dist.	ASR - Girls' Volleyball, 8th	08/20/12	10/12/12
128. Hyde, Glenda	Stipend	H.S. Dist.	Spirit Staff Coordinator	08/07/12	05/23/13
129. Ippolito Jr, Anthony	Stipend	H.S. Dist.	Boys' Cross Country Coach	08/06/12	11/03/12
130. Ippolito Jr, Anthony	Stipend	H.S. Dist.	Sixth Period Sports Assignment	08/06/12	11/03/12
131. Ippolito Jr, Anthony	Stipend	H.S. Dist.	VSO Advisor - FBLA	08/07/12	05/23/13
132. Iverson, Daniel	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/07/12	05/23/13
133. Johnson, Leilani	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/06/12	05/23/13
134. Johnson, Michael	Stipend	H.S. Dist.	Dramatics	08/07/12	05/23/13
135. Johnston, Frederick	Stipend	H.S. Dist.	TUPE	08/07/12	05/23/13
136. Jones, Stephanie	Stipend	H.S. Dist.	Annual, 9-12	08/07/12	05/23/13

**MODESTO CITY SCHOOLS PERSONNEL ACTION ITEMS**

**Date of Board Meeting: November 13, 2012**

**Action: Approval of certificated personnel stipend appointments:**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>LOCATION</b>	<b>DESCRIPTION/ACTION</b>	<b>EFFECTIVE DATES</b>	
137. Jones, Tammy	Stipend	Elem. Dist.	Assistant to the Principal	08/07/12	05/23/13
138. Karras, Christina	Stipend	H.S. Dist.	Boys' Varsity Water Polo Coach	08/06/12	11/03/12
139. Karras, Cindi	Stipend	Elem. Dist.	Awards Night Coordinator	08/07/12	05/23/13
140. King, Chad	Stipend	Elem. Dist.	Assistant to the Principal	08/07/12	05/23/13
141. Kirkland, Kristin	Stipend	Elem. Dist.	50% Safety Patrol	08/07/12	05/23/13
142. Krueger, Derek	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/06/12	05/23/13
143. Kucera, Ann	Stipend	Elem. Dist.	Safety Patrol	08/07/12	05/23/13
144. Kutz, Barry	Stipend	Elem. Dist.	Department/Instructional Team Chairperson 7-8	08/07/12	06/01/13
145. Lane, Kayla	Stipend	Elem. Dist.	ASR - Girls' Volleyball, 7th	08/06/12	05/23/13
146. Lawrence, Stefani	Stipend	H.S. Dist.	Frosh Cheerleader Advisor	08/07/12	05/23/13
147. Leach, Michael	Stipend	Elem. Dist.	Department/Instructional Team Chairperson 7-8	08/07/12	05/23/13
148. Lee, Brian	Stipend	H.S. Dist.	Boys' Freshman Football Assistant Coach	08/06/12	11/03/12
149. Leguria, Sherry	Stipend	Elem. Dist.	Student Council Advisor	08/07/12	05/23/13
150. Lindberg, Rhonda	Stipend	Elem. Dist.	Chorus, K-6	08/07/12	05/23/13

**MODESTO CITY SCHOOLS PERSONNEL ACTION ITEMS**

Date of Board Meeting: November 13, 2012

**Action: Approval of certificated personnel stipend appointments:**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>LOCATION</b>	<b>DESCRIPTION/ACTION</b>	<b>EFFECTIVE DATES</b>	
151. Lindberg, S. Rene	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/06/12	05/23/13
152. Lindsey, Whitney	Stipend	H.S. Dist.	Girls' Frosh/Soph Water Polo Coach	08/06/12	11/03/12
153. Lindsey, Whitney	Stipend	H.S. Dist.	Girls' Varsity Water Polo Coach	08/06/12	11/03/12
154. Lockwood, Laura	Stipend	Elem. Dist.	Student Council Advisor	08/07/12	05/23/13
155. Lodi, Lisa	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/07/12	05/23/13
156. Long, Rodney	Stipend	H.S. Dist.	Girls' Varsity Basketball Head Coach	11/03/12	02/12/13
157. Long, Rodney	Stipend	H.S. Dist.	Sixth Period Sports Assignment	11/03/12	02/12/13
158. Lyman, Ericka	Stipend	Elem. Dist.	Student Council Advisor	08/07/12	05/23/13
159. Magnussen, Grace	Stipend	H.S. Dist.	Dance	08/07/12	05/23/13
160. Mariano, Sara	Stipend	H.S. Dist.	50% Department/Instructional Team Chairperson 9-12	08/07/12	05/23/13
161. Marine, Kristen	Stipend	Elem. Dist.	Assistant to the Principal	08/07/12	05/23/13
162. Martin, Katina	Stipend	Elem. Dist.	Student Council Advisor	08/07/12	05/23/13

**MODESTO CITY SCHOOLS PERSONNEL ACTION ITEMS**

**Date of Board Meeting: November 13, 2012**

**Action: Approval of certificated personnel stipend appointments:**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>LOCATION</b>	<b>DESCRIPTION/ACTION</b>	<b>EFFECTIVE DATES</b>	
163 . Massa, Trina	Stipend	H.S. Dist.	Newspaper, 9-12	08/07/12	05/23/13
164 . May, Christopher	Stipend	H.S. Dist.	Boys' Varsity Football Assistant Coach	08/06/12	11/03/12
165 . May, Christopher	Stipend	H.S. Dist.	Sixth Period Sports Assignment	08/06/12	11/03/12
166 . May, Christopher	Stipend	H.S. Dist.	VSO Advisor - FHA/HERO	08/07/12	05/23/13
167 . McAuliffe, Valerie	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/06/12	05/23/13
168 . McBride, Gary	Stipend	Elem. Dist.	50% Assistant to the Principal	08/07/12	05/23/13
169 . McCarthy, James	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/07/12	05/23/13
170 . McGill, Melody	Stipend	Elem. Dist.	Department/Instructional Team Chairperson 7-8	08/07/12	05/23/13
171 . McGrath-Ollar, Jennifer	Stipend	Elem. Dist.	Safety Patrol	08/07/12	05/23/13
172 . McHale, Lisa	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/06/12	05/23/13
173 . McIntyre, Keri	Stipend	Elem. Dist.	Department/Instructional Team Chairperson 7-8	08/06/12	05/23/13
174 . Medina, Armando	Stipend	H.S. Dist.	Speech	08/07/12	05/23/13



**MODESTO CITY SCHOOLS PERSONNEL ACTION ITEMS**

Date of Board Meeting: November 13, 2012

**Action: Approval of certificated personnel stipend appointments:**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>LOCATION</b>	<b>DESCRIPTION/ACTION</b>	<b>EFFECTIVE DATES</b>	
175. Merenda, Katherine	Stipend	H.S. Dist.	50% Department/ Instructional Team Chairperson 9-12	08/07/12	05/23/13
176. Moore, Eileen	Stipend	H.S. Dist.	Girls' Varsity Volleyball Head Coach	08/06/12	11/03/12
177. Moore, Eileen	Stipend	H.S. Dist.	Sixth Period Sports Assignment	08/06/12	11/03/12
178. Moore, Jeanne	Stipend	Elem. Dist.	Chorus, K-6	08/07/12	05/23/13
179. Moreno, Daniel	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/07/12	05/23/13
180. Morgan, Melissa	Stipend	Elem. Dist.	Annual, 7-8	08/07/12	05/23/13
181. Munoz, Louis	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/07/12	05/23/13
182. Munthe, Mitch	Stipend	H.S. Dist.	Girls' Golf Coach	08/06/12	11/03/12
183. Munthe, Mitch	Stipend	H.S. Dist.	Sixth Period Sports Assignment	08/06/12	11/03/12
184. Munthe, Mitch	Stipend	H.S. Dist.	Webmaster	08/07/12	05/23/13
185. Negranza, Carol	Stipend	H.S. Dist.	50% Department/ Instructional Team Chairperson 9-12	08/06/12	05/23/13
186. Nipper, Thomas	Stipend	H.S. Dist.	Webmaster	08/07/12	05/23/13

**MODESTO CITY SCHOOLS PERSONNEL ACTION ITEMS**

**Date of Board Meeting: November 13, 2012**

**Action: Approval of certificated personnel stipend appointments:**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>LOCATION</b>	<b>DESCRIPTION/ACTION</b>	<b>EFFECTIVE DATES</b>	
187. Nitta, Curtis	Stipend	Elem. Dist.	Recognition Programs Coordinator	08/07/12	05/23/13
188. Nower, Mark	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/07/12	05/23/13
189. Orlando, Joseph	Stipend	H.S. Dist.	50% Department/Instructional Team Chairperson 9-12	08/07/12	05/23/13
190. Ornelas, Daniel	Stipend	H.S. Dist.	Boys' Frosh/Soph Soccer Coach	08/06/12	11/03/12
191. Osgood, Jana	Stipend	H.S. Dist.	Girls' Cross Country Coach	08/06/12	11/03/12
192. Osgood, Jana	Stipend	H.S. Dist.	Sixth Period Sports Assignment	08/06/12	11/03/12
193. Osgood, Jana	Stipend	H.S. Dist.	Eighth Period Assignment	09/17/12	12/14/12
194. Peterson, William	Stipend	H.S. Dist.	50% Department/Instructional Team Chairperson 9-12	08/06/12	05/23/13
195. Peterson, William	Stipend	H.S. Dist.	Boys' Varsity Basketball Head Coach	11/03/12	02/12/13
196. Peterson, William	Stipend	H.S. Dist.	Sixth Period Sports Assignment	11/03/12	02/12/13
197. Phillips, Amy	Stipend	Elem. Dist.	Department/Instructional Team Chairperson 7-8	08/07/12	06/01/13

**MODESTO CITY SCHOOLS PERSONNEL ACTION ITEMS**

Date of Board Meeting: November 13, 2012

**Action: Approval of certificated personnel stipend appointments:**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>LOCATION</b>	<b>DESCRIPTION/ACTION</b>	<b>EFFECTIVE DATES</b>	
198. Pimentel, Paulo	Stipend	Elem. Dist.	Assistant to the Principal	08/07/12	05/23/13
199. Plaa, Jeremy	Stipend	H.S. Dist.	Boys' Varsity Football Head Coach	08/06/12	11/03/12
200. Plaa, Jeremy	Stipend	H.S. Dist.	Sixth Period Sports Assignment	08/06/12	11/03/12
201. Platt, Ruben	Stipend	H.S. Dist.	Boys' Sophomore Football Assistant Coach	08/06/12	11/03/12
202. Podesta, Nathan	Stipend	Elem. Dist.	Chorus, K-6	08/07/12	05/23/13
203. Quevedo, Jonathon	Stipend	H.S. Dist.	Girls' Freshman Basketball Coach	11/05/12	02/12/13
204. Ramirez, Julia	Stipend	Elem. Dist.	Chorus, K-6	08/07/12	05/23/13
205. Richards, Michael	Stipend	H.S. Dist.	Boys' Varsity Soccer Coach	08/06/12	11/03/12
206. Richards, Michael	Stipend	H.S. Dist.	Sixth Period Sports Assignment	08/06/12	11/03/12
207. Richards, Michael	Stipend	H.S. Dist.	Mock Trial	08/07/12	05/23/13
208. Roberts, Mark	Stipend	H.S. Dist.	50% Boys' Sophomore Football Assistant Coach	08/06/12	11/03/12
209. Rodgers, Peter	Stipend	H.S. Dist.	Boys' Freshman Basketball Coach	11/05/12	02/12/13

**MODESTO CITY SCHOOLS PERSONNEL ACTION ITEMS**

**Date of Board Meeting: November 13, 2012**

**Action: Approval of certificated personnel stipend appointments:**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>LOCATION</b>	<b>DESCRIPTION/ACTION</b>	<b>EFFECTIVE DATES</b>	
210. Rodgers, Peter	Stipend	H.S. Dist.	Sixth Period Sports Assignment	11/05/12	02/12/13
211. Rodrigues, Robin	Stipend	H.S. Dist.	Eighth Period Assignment	10/01/12	12/14/12
212. Rogers, Beth	Stipend	H.S. Dist.	50% Department/ Instructional Team Chairperson 9-12	08/06/12	05/23/13
213. Rosas, Juana	Stipend	Elem. Dist.	Department/Instructional Team Chairperson 7-8	08/06/12	05/31/13
214. Rowe, Michelle	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/07/12	05/23/13
215. Rubalcava, Christina	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/07/12	05/23/13
216. Rubio, Margarita	Stipend	Elem. Dist.	50% Student Council Advisor	08/07/12	05/23/13
217. Rubio, Randy	Stipend	H.S. Dist.	Boys' Varsity Basketball Head Coach	11/05/12	02/12/13
218. Rubio, Randy	Stipend	H.S. Dist.	Sixth Period Sports Assignment	11/05/12	02/12/13
219. Ruggieri-Vesey, Katherine	Stipend	Elem. Dist.	Chorus, K-6	08/07/12	05/23/13
220. Ruggieri-Vesey, Katherine	Stipend	Elem. Dist.	Student Council Advisor	08/07/12	05/23/13

**MODESTO CITY SCHOOLS PERSONNEL ACTION ITEMS**

Date of Board Meeting: November 13, 2012

**Action: Approval of certificated personnel stipend appointments:**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>LOCATION</b>	<b>DESCRIPTION/ACTION</b>	<b>EFFECTIVE DATES</b>	
221. Ruiz, Aden	Stipend	H.S. Dist.	Boys' Varsity Football Assistant Coach	08/06/12	11/03/12
222. Saavedra, Angel	Stipend	H.S. Dist.	Boys' Frosh/Soph Wrestling Coach	11/05/12	02/12/13
223. Salinas, Elvis	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/07/12	05/23/13
224. Sanchez, Ernesto	Stipend	H.S. Dist.	Boys' Sophomore Football Head Coach	08/06/12	11/03/12
225. Schilperoort, Michael	Stipend	H.S. Dist.	VSO Advisor - FFA	08/07/12	05/23/13
226. Schneider, Timothy	Stipend	H.S. Dist.	Boys' Varsity Football Assistant Coach	08/06/12	11/03/12
227. Sessa, Deborah	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/07/12	05/23/13
228. Severe, Douglas	Stipend	H.S. Dist.	Boys' Freshman Football Head Coach	08/06/12	11/03/12
229. Severe, Douglas	Stipend	H.S. Dist.	Sixth Period Sports Assignment	08/06/12	11/03/12
230. Severe, John	Stipend	H.S. Dist.	Boys' Freshman Football Assistant Coach	08/06/12	11/03/12
231. Sharp, Ginger	Stipend	H.S. Dist.	Dance	08/07/12	05/23/13

**MODESTO CITY SCHOOLS PERSONNEL ACTION ITEMS**

**Date of Board Meeting: November 13, 2012**

**Action: Approval of certificated personnel stipend appointments:**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>LOCATION</b>	<b>DESCRIPTION/ACTION</b>	<b>EFFECTIVE DATES</b>	
232. Shepherd-Matlock, Aimee	Stipend	Elem. Dist.	Awards Night Coordinator	08/07/12	05/23/13
233. Shepherd-Matlock, Aimee	Stipend	Elem. Dist.	Department/Instructional Team Chairperson 7-8	08/07/12	05/23/13
234. Shepherd-Matlock, Aimee	Stipend	Elem. Dist.	Student Council Advisor	08/07/12	05/23/13
235. Shervington, Kendra	Stipend	Elem. Dist.	Safety Patrol	08/07/12	05/23/13
236. Sirogiannis, Andrew	Stipend	Elem. Dist.	Safety Patrol	08/07/12	05/23/13
237. Soares, Kathleen	Stipend	H.S. Dist.	50% Department/ Instructional Team Chairperson 9-12	08/06/12	05/23/13
238. Sousa, Melinda	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/07/12	05/23/13
239. Spenker, Tricia	Stipend	H.S. Dist.	Sixth Period Assignment - Dual Site	08/06/12	05/23/13
240. Standley, Erin	Stipend	H.S. Dist.	Dance	08/07/12	05/23/13
241. Starling, Robert	Stipend	H.S. Dist.	Girls' Tennis Coach	08/06/12	11/03/12
242. Starling, Robert	Stipend	H.S. Dist.	Sixth Period Sports Assignment	08/06/12	11/03/12
243. Starling, Susanne	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/07/12	05/23/13

**MODESTO CITY SCHOOLS PERSONNEL ACTION ITEMS**

**Date of Board Meeting: November 13, 2012**

**Action: Approval of certificated personnel stipend appointments:**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>LOCATION</b>	<b>DESCRIPTION/ACTION</b>	<b>EFFECTIVE DATES</b>	
244. Sullivan, John	Stipend	H.S. Dist.	Sixth Period Assignment - Dual Site	08/07/12	05/23/13
245. Szostak, Danette	Stipend	H.S. Dist.	50% Department/ Instructional Team Chairperson 9-12	08/07/12	05/23/13
246. Toscano, Marilyn	Stipend	H.S. Dist.	Science Olympiad, 9-12	08/07/12	05/23/13
247. Trujillo, Alejandro	Stipend	H.S. Dist.	Boys' Sophomore Football Assistant Coach	08/06/12	11/03/12
248. Tuck, Graham	Stipend	H.S. Dist.	50% Department/ Instructional Team Chairperson 9-12	08/07/12	05/23/13
249. Underwood, Lance	Stipend	Elem. Dist.	Vocal Music, 7-8	08/07/12	05/23/13
250. Underwood, Scott	Stipend	H.S. Dist.	TUPE	08/07/12	05/23/13
251. Valerio, Jessica	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/07/12	05/23/13
252. Van Slyke, Richard	Stipend	H.S. Dist.	Boys' Sophomore Football Head Coach	08/06/12	11/03/12
253. Vander Molen, Michael	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/07/12	05/23/13
254. Vander Molen, Michael	Stipend	H.S. Dist.	Boys' Varsity Basketball Head Coach	11/05/12	02/12/13

**MODESTO CITY SCHOOLS PERSONNEL ACTION ITEMS**

**Date of Board Meeting: November 13, 2012**

**Action: Approval of certificated personnel stipend appointments:**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>LOCATION</b>	<b>DESCRIPTION/ACTION</b>	<b>EFFECTIVE DATES</b>	
255 . Vander Molen, Michael	Stipend	H.S. Dist.	Sixth Period Sports Assignment	11/05/12	02/12/13
256 . Vargas, Peter	Stipend	H.S. Dist.	Boys' Sophomore Basketball Coach	11/05/12	02/12/13
257 . Vesey, Timothy	Stipend	H.S. Dist.	Webmaster	08/07/12	05/23/13
258 . Villalobos, Marianne	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/06/12	05/23/13
259 . Vlach, Mary	Stipend	H.S. Dist.	Vocal Music, 9-12	08/07/12	05/23/13
260 . Vlahakis, Susan	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/06/12	05/23/13
261 . Wallace, Lori	Stipend	Elem. Dist.	Assistant to the Principal	08/07/12	05/23/13
262 . Westcott, Daniel	Stipend	H.S. Dist.	Boys' Sophomore Basketball Coach	11/03/12	02/12/13
263 . Westcott, Daniel	Stipend	H.S. Dist.	Sixth Period Sports Assignment	11/03/12	02/12/13
264 . Wherry, Scott	Stipend	H.S. Dist.	Boys' Frosh/Soph Water Polo Coach	08/06/12	11/03/12
265 . White, Kristy	Stipend	H.S. Dist.	VSO Advisor - FFA	08/07/12	05/23/13
266 . Whiteside, Anne	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/07/12	05/23/13



**MODESTO CITY SCHOOLS PERSONNEL ACTION ITEMS**

Date of Board Meeting: November 13, 2012

**Action: Approval of certificated personnel stipend appointments:**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>LOCATION</b>	<b>DESCRIPTION/ACTION</b>	<b>EFFECTIVE DATES</b>	
267. Whorton, Dennis	Stipend	H.S. Dist.	Girls' Golf Coach	08/06/12	11/03/12
268. Whorton, Dennis	Stipend	H.S. Dist.	Sixth Period Sports Assignment	08/06/12	11/03/12
269. Williams, Timothy	Stipend	H.S. Dist.	50% Department/ Instructional Team Chairperson 9-12	08/07/12	05/23/13
270. Wilson, Gregory	Stipend	H.S. Dist.	Boys' Cross Country Coach	08/06/12	11/03/12
271. Wilson, Gregory	Stipend	H.S. Dist.	Sixth Period Sports Assignment	08/06/12	11/03/12
272. Wolfe, Richard	Stipend	H.S. Dist.	VSO Advisor - FFA	08/07/12	05/23/13
273. Woods, Joshua	Stipend	Elem. Dist.	Department/Instructional Team Chairperson 7-8	08/06/12	05/23/13
274. Wright, Denise	Stipend	H.S. Dist.	Department/Instructional Team Chairperson 9-12	08/07/12	05/23/13
275. Wyse, Clayton	Stipend	Elem. Dist.	Department/Instructional Team Chairperson 7-8	08/06/12	05/23/13
276. Zambo, Janeen	Stipend	H.S. Dist.	50% Department/ Instructional Team Chairperson 9-12	08/07/12	05/23/13
277. Zeihm, David	Stipend	H.S. Dist.	Assistant Band Director	08/07/12	05/23/13

**MODESTO CITY SCHOOLS PERSONNEL ACTION ITEMS**

**Date of Board Meeting: November 13, 2012**

**Action: Approval of certificated personnel stipend deletions:**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>LOCATION</b>	<b>DESCRIPTION/ACTION</b>	<b>EFFECTIVE DATES</b>	
1. Albarran, Cristina	Stipend	H.S. Dist.	Boys' Frosh/Soph Soccer Coach	10/04/12	10/31/12
2. Albarran, Cristina	Stipend	H.S. Dist.	Sixth Period Sports Assignment - Boys' Soccer	10/04/12	10/31/12
3. Griffin, Levirt	Stipend	H.S. Dist.	50% Boys' Sophomore Football Assistant Coach	08/06/12	11/03/12
4. Messick, Theresa	Stipend	H.S. Dist.	Vocal Music	10/05/12	05/23/13

**MODESTO CITY SCHOOLS PERSONNEL ACTION ITEMS**

Date of Board Meeting: November 13, 2012

**Action: Approval of certificated personnel substitute appointments:**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>LOCATION</b>	<b>DESCRIPTION/ACTION</b>	<b>EFFECTIVE DATES</b>	
1. Aguilar Salgado, Jose Luis	Teacher		Substitute	10/22/12	06/30/13
2. Allen, Rhonda	Teacher		Substitute	10/26/12	06/30/13
3. Beaty, Jodi	Teacher		Substitute	10/11/12	06/30/13
4. Flores, Maria	Teacher		Substitute	10/26/12	06/30/13
5. Fountain, Roger	Teacher		Substitute	10/18/12	06/30/13
6. Jones, Tamara	Teacher		Substitute	10/08/12	06/30/13
7. Magana-Curiel, Susana	Teacher		Substitute	10/05/12	06/30/13
8. Martinez, Justine	Teacher		Substitute	10/17/12	06/30/13
9. McKinney, Jennifer	Teacher		Substitute	10/26/12	06/30/13
10. Miller, David	Teacher		Substitute	10/11/12	06/30/13
11. Osborn, Megan	Teacher		Substitute	10/11/12	06/30/13
12. Parker, Michael	Teacher		Substitute	10/26/12	06/30/13
13. Quadros, Carmina	Teacher		Substitute	10/15/12	06/30/13
14. Santos, Terri	Teacher		Substitute	10/26/12	06/30/13
15. Setzekorn, Lindsey	Teacher		Substitute	10/26/12	06/30/13

**MODESTO CITY SCHOOLS PERSONNEL ACTION ITEMS**

**Date of Board Meeting: November 13, 2012**

**Action: Approval of classified personnel terminations:**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>LOCATION</b>	<b>DESCRIPTION/ACTION</b>	<b>EFFECTIVE DATES</b>
1. <b>Brown, Elizabeth</b>	<b>Staff Secretary III</b>	<b>Admin.</b>	<b>Retirement</b>	<b>12/14/12</b>
2. <b>Ramirez, Ann</b>	<b>Instr. Para., Sp. Ed., LH/SDL/RS</b>	<b>Elem. Dist.</b>	<b>Resignation</b>	<b>10/19/12</b>

**MODESTO CITY SCHOOLS PERSONNEL ACTION ITEMS**

**Date of Board Meeting: November 13, 2012**

**Action: Approval of classified personnel leaves of absence:**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>LOCATION</b>	<b>DESCRIPTION/ACTION</b>	<b>EFFECTIVE DATES</b>	
1. Allen, Alyson	Instr. Para., Sp. Ed., SH/Autism	Elem. Dist.	Paid Leave of Absence	09/10/12	09/21/12
2. Anderson, Connie	Pupil Records Specialist	Admin.	Paid Leave of Absence	10/09/12	10/19/12
3. Balthrop, Connie	Nutrition Services Asst. II	Admin.	Revised Paid Leave of Absence	07/20/12	12/14/12
4. Borges, Annette	Nutrition Services Asst. I	H.S. Dist.	Paid Leave of Absence	10/04/12	11/15/12
5. Cody, Linda	Attendance Clerk 7-12	H.S. Dist.	Paid Leave of Absence	08/31/12	11/06/12
6. Estrada, Graciela	Spanish Bil. Cr.-Cult. Inst. Para.	Elem. Dist.	Paid Leave of Absence	10/11/12	12/14/12
7. Gibbons, Karen	Nutrition Services Asst. I	H.S. Dist.	Paid Leave of Absence	10/04/12	12/14/12
8. Gould, Tina	Instr. Para., Sp. Ed., PH/SH	Elem. Dist.	Paid Leave of Absence	09/17/12	09/26/12
9. Gould, Tina	Instr. Para., Sp. Ed., PH/SH	Elem. Dist.	Paid Leave of Absence	10/05/12	10/19/12
10. Gray, Tami	Instr. Para., Sp. Ed., LH/SDL/RS	H.S. Dist.	Paid Leave of Absence	10/04/12	10/30/12
11. Gutierrez, Marcos	Custodian	H.S. Dist.	Revised Paid Leave of Absence	07/02/12	11/19/12
12. Hoffman-Dean, Barbara	Sp. Ed. Vocational Para., 9-12	Admin.	Paid Leave of Absence	09/12/12	12/14/12
13. Hopkins, Russell	Custodian	Elem. Dist.	Revised Paid Leave of Absence	09/24/12	10/09/12

**MODESTO CITY SCHOOLS PERSONNEL ACTION ITEMS**

**Date of Board Meeting: November 13, 2012**

**Action: Approval of classified personnel leaves of absence:**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>LOCATION</b>	<b>DESCRIPTION/ACTION</b>	<b>EFFECTIVE DATES</b>	
14. Lovelien, Jason	CDP Nutrition Services Asst.	Admin.	Paid Leave of Absence	10/03/12	10/19/12
15. Malagon, Laura	Bil. Family Srvcs. Specialist	Elem. Dist.	Revised Paid Leave of Absence	08/30/12	10/19/12
16. McGrath, Maura	Staff Secretary III: Human Resources	Admin.	Paid Leave of Absence	11/19/12	01/18/13
17. Nielsen, Jacqueline	Nutrition Services Asst. I	H.S. Dist.	Revised Paid Leave of Absence	08/07/12	12/14/12
18. Plant, Joseph	Groundskeeper	H.S. Dist.	Revised Paid Leave of Absence	08/06/12	11/21/12
19. Plascencia, Christina	Bil. Family Srvcs. Specialist	Admin.	Revised Paid Leave of Absence	09/10/12	11/06/12
20. Raby, Benjamin	Equipment Mechanic	Admin.	Unpaid Leave of Absence - 22 days	10/29/12	12/03/12
21. Romo, Guillermo	Campus Supervisor	H.S. Dist.	Paid Leave of Absence	09/26/12	10/12/12
22. Savelli, Vivian	Nutrition Services Asst. I	Elem. Dist.	Revised Paid Leave of Absence	08/07/12	11/30/12
23. Stein, Dee Ann	Nutrition Services Asst. I	Elem. Dist.	Paid Leave of Absence	10/01/12	10/19/12
24. Vincent, Debra	Instr. Para., Sp. Ed., SH/Autism	Elem. Dist.	Unpaid Leave of Absence - 2 days per week	08/27/12	12/14/12

**MODESTO CITY SCHOOLS PERSONNEL ACTION ITEMS**

Date of Board Meeting: November 13, 2012

Action: Approval of classified personnel employment:

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>LOCATION</b>	<b>DESCRIPTION/ACTION</b>	<b>EFFECTIVE DATES</b>
1. Carson, Sinda	Nutrition Services Asst. I - Beyer	H.S. Dist.	New Hire	10/12/12
2. DeBoer, Sarah	Sp. Ed. Vocational Para., 9-12 - Special Education Programs	Admin.	New Hire - Replacement	10/19/12
3. Manalo, Susannah	Instr. Para., Sp. Ed., LH/SDL/RS - Special Education Programs	Admin.	New Hire - Replacement	10/22/12
4. Olivera, Faviola	Student Records Clerk, K-6 - Franklin	Elem. Dist.	From: Typist Clerk II - Translator	10/17/12
5. Paradis, Matthew	Programmer/Analyst - Information Systems	Admin.	New Hire - Replacement	10/23/12
6. Rebagliati, Victor	High School Head Custodian - Beyer	H.S. Dist.	From: Supervising Custodian IV - Roosevelt	10/22/12
7. Serrato, Roberto	Custodian/Theater Technician - Downey	H.S. Dist.	New Hire	10/15/12
8. Thompson, Paul	Campus Supervisor - Hanshaw	Elem. Dist.	New Hire - Replacement	10/17/12

**MODESTO CITY SCHOOLS PERSONNEL ACTION ITEMS**

**Date of Board Meeting: November 13, 2012**

**Action: Approval of classified personnel other appointments:**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>LOCATION</b>	<b>DESCRIPTION/ACTION</b>	<b>EFFECTIVE DATES</b>	
1. Brasuell-Wax, Mary "Jane"	Yard Duty Supervisor	Elem. Dist.	Part-Time	10/01/12	06/30/13
2. Campbell, Kaitlynn	AVID Tutor	H.S. Dist.	Part-Time	10/08/12	06/30/13
3. Contreras, Leslie	Yard Duty Supervisor	Elem. Dist.	Part-Time	10/08/12	06/30/13
4. David, Kamrin	Translator - Spanish	Elem. Dist.	Part-Time	10/15/12	06/30/13
5. Delgadillo, Lizbet	AVID Tutor	H.S. Dist.	Part-Time	10/10/12	06/30/13
6. Esparza, Andrea	Translator - Spanish	Elem. Dist.	Part-Time	10/08/12	06/30/13
7. Henschel, Kaileah	Child Supervisor	Elem. Dist.	Part-Time	10/01/12	06/30/13
8. Henschel, Kaileah	Yard Duty Supervisor	Elem. Dist.	Part-Time	10/01/12	06/30/13
9. Lopez, Carlos	Student Helper	H.S. Dist.	Part-Time	10/11/12	06/30/13
10. Meza-Soto, Linda	Yard Duty Supervisor	Elem. Dist.	Part-Time	10/02/12	06/30/13
11. Montes, Mayra	Child Supervisor	Elem. Dist.	Part-Time	10/10/12	06/30/13
12. Montes, Mayra	Yard Duty Supervisor	Elem. Dist.	Part-Time	10/10/12	06/30/13
13. Peral, Norma	AVID Tutor	H.S. Dist.	Part-Time	10/10/12	06/30/13
14. Phinny, Lorie	Child Supervisor	Elem. Dist.	Part-Time	10/10/12	06/30/13
15. Phinny, Lorie	Yard Duty Supervisor	Elem. Dist.	Part-Time	10/10/12	06/30/13
16. Ramirez, Fabiola	Adult Crossing Guard	Elem. Dist.	Part-Time	10/10/12	06/30/13



**MODESTO CITY SCHOOLS PERSONNEL ACTION ITEMS**

Date of Board Meeting: November 13, 2012

**Action: Approval of classified personnel other appointments:**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>LOCATION</b>	<b>DESCRIPTION/ACTION</b>	<b>EFFECTIVE DATES</b>	
17. Ramirez, Fabiola	Yard Duty Supervisor	Elem. Dist.	Part-Time	10/10/12	06/30/13
18. Rosales, Ulises	Adult Crossing Guard	Elem. Dist.	Part-Time	10/01/12	06/30/13
19. Rosales, Ulises	Child Supervisor	Elem. Dist.	Part-Time	10/01/12	06/30/13
20. Rosales, Ulises	Translator - Spanish	Elem. Dist.	Part-Time	10/01/12	06/30/13
21. Rosales, Ulises	Yard Duty Supervisor	Elem. Dist.	Part-Time	10/01/12	06/30/13
22. Salcedo, Katie	Student Helper	H.S. Dist.	Part-Time	10/04/12	06/30/13
23. Smith-Wilder, Nicole	Student Helper	H.S. Dist.	Part-Time	10/10/12	06/30/13
24. Soto, Zeick	Student Helper	H.S. Dist.	Part-Time	09/27/12	06/30/13
25. Sumrall, Taylor	Student Helper	H.S. Dist.	Part-Time	10/10/12	06/30/13
26. Vegas, Debbie	Yard Duty Supervisor	Elem. Dist.	Part-Time	10/08/12	06/30/13
27. Webb, Terina	Adult Crossing Guard	Elem. Dist.	Part-Time	09/01/12	06/30/13
28. Webb, Terina	Child Supervisor	Elem. Dist.	Part-Time	09/01/12	06/30/13
29. Webb, Terina	Yard Duty Supervisor	Elem. Dist.	Part-Time	09/01/12	06/30/13

**MODESTO CITY SCHOOLS PERSONNEL ACTION ITEMS**

**Date of Board Meeting: November 13, 2012**

**Action: Approval of classified personnel substitute appointments:**

<b>NAME</b>	<b>CLASSIFICATION</b>	<b>LOCATION</b>	<b>DESCRIPTION/ACTION</b>	<b>EFFECTIVE DATES</b>
1. Barajas, Cesar	Classified		Substitute	10/09/12 06/30/13
2. Cardona, Jeremy	Classified		Substitute	10/15/12 06/30/13
3. Garcia, Dan	Classified		Substitute	10/09/12 06/30/13
4. Magana, Ariana	Classified		Substitute	10/08/12 06/30/13
5. McCoy, Jasmine	Classified		Substitute	10/09/12 06/30/13
6. Nguyen, Deyanira	Classified		Substitute	10/09/12 06/30/13
7. Rowe, Audrey	Classified		Substitute	10/04/12 06/30/13

MODESTO CITY SCHOOLS

TO: Pamela Able, Superintendent Regular Meeting

SUBJECT: Approval of Certification of Modesto City Schools' Administrators in Instructional Methodology and Evaluation of Instruction November 13, 2012

---

BACKGROUND

Board Policy 4315.1, Administrative Competence in Evaluation, and Education Code 35160.5, states that it is the intent of the Modesto City Schools' Board of Education to certify that personnel assigned to evaluate teachers must demonstrate competency in instructional methodologies and evaluation of instruction.

ISSUE

To comply with Board Policy 4315.1, the following Modesto City Schools' administrators have received training in instructional methodology and evaluation of instruction:

- Lutresa "Trish" Anderson, Principal, K-6
- Susan Fisher, Principal, K-6
- Phillip Jaramillo, Assistant Principal, Pupil Services
- Victoria Kyte, Administrator of Pupil and Staff Services, K-6
- Kimberly Newton, Director, Educational Services
- Derek Pendley, Assistant Principal, Supervision and Attendance

PROPOSAL

Certify that the abovementioned MCS administrators have received training in instructional methodology and evaluation of instruction.

FISCAL IMPACT


There will be no cost to the District.

RECOMMENDATION

It is recommended that the Board of Education approve certification of Modesto City Schools' administrators in instructional methodology and evaluation of instruction.

---

Recommended by:

  
Craig Rydquist  
Associate Superintendent, Human Resources

Approved for Recommendation  
to the Governing Board by:

  
Pamela Able  
Superintendent

MODESTO CITY SCHOOLS

TO: Pamela Able, Superintendent

Regular Meeting

SUBJECT: Approval of Revised Job Description:  
JC# 0168 Supervisor, Transportation

November 13, 2012

---

BACKGROUND

The Human Resources Department is responsible for proposing new job descriptions and maintaining up-to-date job descriptions through revisions, and placing employees appropriately on the respective salary schedules. The revised job description was approved by the Superintendent's Cabinet.

ISSUE

This position does not represent a new position to the District. This job description has been revised to more accurately reflect the current licensing requirements of the position. It has also been updated to reflect the correct administrator overseeing the position.

PROPOSAL

The attached job description is proposed for the Board's consideration.

FISCAL IMPACT

The Supervisor, Transportation will continue to be paid at its current range on the Management Salary Schedule.

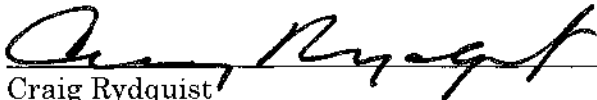
RECOMMENDATION

It is recommended that the Board of Education approve the revised job description: JC# 0168 Supervisor, Transportation.

---

Recommended by:

Approved for Recommendation  
to the Governing Board by:

  
\_\_\_\_\_

Craig Rydquist  
Associate Superintendent, Human Resources

  
\_\_\_\_\_

Pamela Able  
Superintendent

**MODESTO CITY SCHOOLS**

*REVISED*

Job Description

JC# 0168

**SUPERVISOR, TRANSPORTATION**

OVERALL RESPONSIBILITY

Under general direction, provide leadership and assume administrative responsibility for the safe and timely pick up and transporting of students to designated locations.

SPECIFIC RESPONSIBILITIES

1. Plan, organize and supervise the operation of the District pupil transportation system.
2. Supervise the maintenance and repair of all vehicles.
3. Effectively plan and assign bus routes.
4. Direct the keeping of records and the preparation of required reports.
5. Plan and administer the department budget.
6. Evaluate fleet requirements for additional and/or replacement vehicles.
7. Prepare specifications for the purchase of District vehicles with the assistance of the Purchasing Department.
8. Develop, direct and supervise school bus safety programs.
9. Assist in the selection, training, supervision and evaluation of personnel.
10. Effectively communicate and maintain cooperative relationships with those contacted in the course of work.
11. Perform other related duties as assigned.

WORK YEAR

Approved days as specified on the Management Salary Schedule

SALARY

Management Salary Schedule

QUALIFICATIONS

Knowledge/Ability

Minimum Requirements:

Knowledge in the laws and regulations of the California Highway Patrol governing the transportation of students.

Familiarity with methods, materials, tools, and equipment used in the maintenance and repair of automotive equipment.

Knowledge of and ability to apply management, budgeting and contract administration principles and practices.

Knowledge of and ability to apply effective supervision techniques.

Knowledge of and ability to apply problem solving processes and techniques.

Knowledge of and ability to apply principals and practices of supervision and evaluation.

Ability to understand and implement complex oral language and written directions given in English.

Ability to compose clear, complete and concise correspondence and reports independently using correct grammar, syntax, punctuation and spelling.

## SUPERVISOR, TRANSPORTATION (continued)

### QUALIFICATIONS (continued)

#### Knowledge/Ability (continued)

##### Minimum Requirements:

- Knowledge of the provisions of the California Highway Patrol Passenger Transportation Safety Handbook, applicable to the operation of vehicles in transportation of school children.
- Knowledge of safe driving practices.

##### Desirable Qualifications:

- Ability to drive a bus safely and efficiently.
- Ability to maintain discipline over students.

#### Experience

##### Minimum Requirement:

- Experience supervising a bus transportation operation.

##### Desirable Qualification:

- Three (3) years of increasing responsibility in the supervision of a bus transportation system.

#### Education/Credential

##### Minimum Requirement:

- High School Diploma or General Education Development (GED) Certificate or California High School Proficiency Examination (CHSPE) Certificate.

#### Licenses

##### Minimum Requirement:

None

##### Desirable Qualifications:

- Valid California Commercial Driver's License – Class B with Passenger Endorsement.
- Valid School Bus Driver's Certificate issued by the Department of Motor Vehicles.
- Valid medical examiner's certificate issued in accordance with the motor carrier safety regulations of the Department of Motor Vehicles.

#### Physical Characteristics

##### With or without the use of aids:

- Sufficient vision to read small print.
- Sufficient depth perception to file documents and relate the spatial distances between objects.
- Sufficient hearing to hear normal and telephone conversations.
- Ability to speak in a voice that can be clearly heard and understood on the telephone and in face-to-face conversations.
- Sufficient dexterity to manipulate small objects, print or write legibly, operate telephone, use computer keyboard, typewriter and other business machines.
- Sufficient physical ability to reach horizontally and vertically with arms.
- Sufficient physical ability, strength, balance, mobility, and stamina to climb stairs, sit for extended periods of time, and stand for extended periods of time.
- Sufficient lower body strength, stamina and mobility to walk, stoop, and bend.

### REPORTS TO

Director of Facilities and Construction Associate Superintendent, Chief Business Official, Business Services or designee

Board Approved: 9/11/2000

Cabinet Approved: 11/6/12

Board Approved:

MODESTO CITY SCHOOLS

TO: Pamela Able, Superintendent

Regular Meeting

SUBJECT: Approval of Proposed Job Description:  
JC# 15001 Junior High Registrar/Data Entry Clerk

November 13, 2012

---

BACKGROUND

The Human Resources Department is responsible for proposing new job descriptions and maintaining up-to-date job descriptions through revisions, and placing employees appropriately on the respective salary schedules. The proposed job description was approved by the Superintendent's Cabinet and the California School Employees Association.

ISSUE

This position represents a new title with new responsibilities. This position will be responsible for requesting, preparing and maintaining student transcripts, cumulative file folders and attendance records, and preparing all necessary reports according to District policy and procedures.

PROPOSAL

The attached job description is proposed for the Board's consideration.

FISCAL IMPACT

The Junior High Registrar/Data Entry Clerk will be paid at range 27 on the Classified Unit Salary Schedule.

RECOMMENDATION

It is recommended that the Board of Education approve the proposed job description: JC# 15001 Junior High Registrar/Data Entry Clerk.

---

Recommended by:

Approved for Recommendation  
to the Governing Board by:



Craig Rydquist  
Associate Superintendent, Human Resources



Pamela Able  
Superintendent

**MODESTO CITY SCHOOLS**

*PROPOSED*

Job Description

JC# 15001

**JUNIOR HIGH REGISTRAR/DATA ENTRY CLERK**

OVERALL RESPONSIBILITY

Under general supervision, request, prepare and maintain student transcripts, cumulative file folders and attendance records, and prepare all necessary reports according to District policy and procedures.

SPECIFIC RESPONSIBILITIES

1. Update student information regarding credits and courses needed for graduation, discuss credits and grades with students and parents as appropriate; communicate with teachers regarding grade changes, omissions, and incompletes.
2. Assist exiting students with transfer procedures.
3. Prepare records and reports pertaining to students enrolled in special education programs.
4. Request transcripts and cumulative files from other schools for new students; send transcripts and cumulative files to requesting schools for exiting students.
5. According to District policy and procedures, respond to requests for student information from other schools, organizations, agencies, and parents as defined by law and Board policy; verify and provide grades, attendance and other information contained in student files.
6. Assist District Office staff responding to subpoenas for student records.
7. Establish and maintain a system of files and records according to District standards.
8. Maintain confidentiality of student records and information.
9. Enter appropriate data and maintain class/teacher master schedule.
10. Transmit complete and accurate student data to the computer center (e.g., student enrollment data, student schedule, data, student grades, and progress reports).
11. Maintain complete and accurate student registration, schedule changes, student/family information, student withdrawals, and course history files.
12. Assist with student registration and student schedule distribution.
13. Supervise assigned student assistants.
14. Interpret and apply policies and procedures related to student enrollment and scheduling.
15. Use word processing, spreadsheet and database computer software programs to manipulate student enrollment and scheduling data.
16. Establish and maintain cooperative relationships with those contacted in the course of work.
17. Perform other related duties as assigned.



## **JUNIOR HIGH REGISTRAR/DATA ENTRY CLERK (continued)**

### SALARY

Classified Unit Salary Schedule (Range 27)

### QUALIFICATIONS

#### Knowledge/Ability

##### Minimum Requirements:

- Ability to activate a personal computer and load software from a disk and/or CD-ROM.
- Ability to enter requisitions, purchase orders, and receipts into computer and verify quantities and prices.
- Knowledge of and ability to use e-mail and calendaring programs.
- Knowledge of and ability to use word processing, database, and spreadsheet programs to develop and produce correspondence, reports, publications, presentations, and projects.
- Ability to create and initiate a mail merge using a word processing program.
- Ability to access the Internet use a search tool or Web address to locate information, bookmark and print electronic information.
- Knowledge of letter and report writing techniques.
- Knowledge of modern office methods and practices.
- Ability to perform basic arithmetic calculations with speed and accuracy.
- Ability to establish and maintain accurate records and files.
- Ability to operate modern office equipment (e.g., ten-key calculator, duplicating machine, fax machine, etc.)
- Ability to express initiative, adaptability and confidentiality.
- Ability to supervise and train clerical personnel.
- Ability to use correct English grammar, syntax, spelling and punctuation.
- Ability to compose correspondence, memoranda, bulletins and reports independently using correct English grammar, syntax, spelling and punctuation.
- Ability to understand and carry out oral and written instructions given in English.
- Ability to work cooperatively with a wide variety of personalities and situations requiring diplomacy, friendliness, poise and firmness.
- Knowledge of general first aid procedures, if assigned to a school site.

##### Desirable Qualifications:

- Knowledge of and ability to use graphics and desktop publishing programs to develop and produce correspondence, reports, publications, presentations and projects.
- Knowledge of school operation, policies, regulations and procedures.
- Ability to analyze situations and take an effective course of action.

#### Experience

##### Minimum Requirement:

- One (1) year accounting, bookkeeping, clerical, secretarial experience performing general work tasks.

##### Desirable Qualification:

- Two (2) years accounting, bookkeeping, clerical, secretarial experience performing general work tasks.

#### Education/Credential

##### Minimum Requirement:

- Graduation from high school or General Education Development (GED) Certificate or California High School Proficiency Examination (CHSPE) Certificate.

##### Desirable Qualification:

- One (1) year college course work or training in secretarial, clerical, bookkeeping, accounting or general office procedures skills, including computer data entry.

## **JUNIOR HIGH REGISTRAR/DATA ENTRY CLERK (continued)**

### QUALIFICATIONS (continued)

#### License/Certificate

##### Minimum Requirement:

Typing certificate evidencing an ability to keyboard at a net rate of 45 words per minute

#### Physical Characteristics

##### With or without the use of aids:

Sufficient vision to read small print.

Sufficient depth perception to file documents.

Sufficient hearing to hear normal and telephone conversations.

Ability to speak in a voice that can be clearly heard and understood on the telephone and in face-to-face conversations.

Sufficient dexterity to manipulate small objects, print or write legibly, operate telephone, use computer keyboard, typewriter and other business machines.

Sufficient physical ability to sit or stand for prolonged periods of time.

Sufficient physical ability to reach horizontally and vertically with arms.

### REPORTS TO

Principal or designee

Cabinet Approved: 4/3/12

Unit Approved: 9/21/12

Board Approved:

MODESTO CITY SCHOOLS

TO: Pamela Able, Superintendent Regular Meeting  
SUBJECT: Approval of Proposed Job Description: November 13, 2012  
JC# 0073 Supervisor, Special Education, K-12

---

BACKGROUND

The Human Resources Department is responsible for proposing new job descriptions and maintaining up-to-date job descriptions through revisions, and placing employees appropriately on the respective salary schedules. The proposed job description was approved by the Superintendent's Cabinet.

ISSUE

This position represents a new title with new responsibilities. This position will be responsible for providing leadership and administrative support to ensure that the District's Special Education Programs for exceptional children are developed, implemented, maintained and evaluated in keeping with guidelines established by the District and other governmental agencies.

PROPOSAL

The attached job description is proposed for the Board's consideration.

FISCAL IMPACT

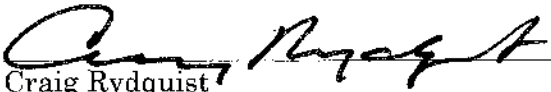
The Supervisor, Special Education, K-12, will be paid from the Management Salary Schedule.

RECOMMENDATION

It is recommended that the Board of Education approve the proposed job description: JC# 0073 Supervisor, Special Education, K-12.

Recommended by:

Approved for Recommendation to the Governing Board by:

  
Craig Rydquist  
Associate Superintendent, Human Resources

  
Pamela Able  
Superintendent

**MODESTO CITY SCHOOLS**

*PROPOSED*

Job Description

JC# 0073

**SUPERVISOR, SPECIAL EDUCATION, K-12**

OVERALL RESPONSIBILITY

Under direction from the Special Education Local Plan Area (SELPA) Director, provide leadership and administrative support to ensure that the District's Special Education Programs for exceptional children are developed, implemented, maintained and evaluated in keeping with guidelines established by the District and other governmental agencies.

SPECIFIC RESPONSIBILITIES

1. Develop, monitor, and evaluate programs for students with special needs.
2. Assist in providing a full continuum of services in the least restrictive environment for special education students.
3. Monitor the use of all SELPA Special Education forms and procedures.
4. Assist in the maintenance of Special Education Program compliance and resolution of parental complaints, including Office of Civil Rights, State Due Process, and State Complaints.
5. Implement and monitor alternate assessments for severely handicapped students as required by State law.
6. Provide technical assistance to District advisory groups.
7. Assist with the selection, assignment, supervision, and evaluation of subordinate personnel.
8. Assist in the development and implementation of the SELPA Local Plan.
9. Assist in the implementation of the District's programs for students who qualify under Section 504 of the Rehabilitation Act of 1975.
10. Coordinate staff development, program development, and program evaluation, K-12.
11. In conjunction with elementary and secondary education, provide direction for the alignment of Individual Education Plans with the District's core curriculum.
12. Supervise the selection and implementation of special day class curriculum, including the textbook selection.
13. Monitor non-public school, non-public agencies and other programs as assigned.
14. Effectively communicate and maintain cooperative relationships with those contacted during the course of work.
15. Perform other duties as assigned.

WORK YEAR

Approved Days on Management Salary Schedule (215)

SALARY

Management Salary Schedule (Range 136)

E.5(1)

## **SUPERVISOR, SPECIAL EDUCATION, K-12 (continued)**

### QUALIFICATIONS

#### Knowledge/Ability

##### Minimum Requirements:

- Knowledge of Part B and Part C of the Individuals with Disabilities Education Act and other Federal and State Special Education Laws.
- Knowledge of the Master Plan for Special Education and the procedures, service delivery methods and compliance requirements.
- Knowledge of Federal, State and SELPA budget requirements and procedures.
- Knowledge of appropriate curriculum for Special Education students.
- Knowledge of and ability to apply management, budgeting and contract administration principles and practices.
- Knowledge of and ability to apply effective supervision techniques.
- Knowledge of and ability to apply problem solving processes and techniques.
- Ability to understand and implement complex oral and written directions given in English.
- Ability to compose clear, complete and concise correspondence and reports independently using correct grammar, syntax, punctuation and spelling.

#### Experience

##### Minimum Requirement:

- Successful full-time teaching experience in the public or private school system.

##### Desirable Qualifications:

- Successful experience as a Special Education teacher.
- Successful experience as site/central office Special Education administrator.

#### Education/Credentials

##### Minimum Requirements:

- Valid California Teaching Credential in regular or Special Education; and
- Valid California Administrative Credential

##### Desirable Qualification:

- Master's Degree.

#### Physical Characteristics

##### With or Without the Use of Aids:

- Sufficient physical ability to sit at a desk, conference table or in meeting rooms of various configurations for extended amounts of time.
- Sufficient vision to see and read a computer screen, instructional materials, rules and policies and other printed matter.
- Sufficient hearing to hear and understand speech at normal room levels, and to hear and understand speech on the telephone.
- Sufficient physical ability to reach horizontally and vertically with arms.
- Sufficient dexterity to manipulate small objects, print or write legibly, operate a telephone, and use computer keyboard to enter data into a computer.
- Ability to speak in audible tones that can be clearly heard on the telephone and in face-to-face conversations.
- Sufficient lower body strength, stamina and mobility to sit, stand, kneel, walk, stoop, bend, and extend legs for prolonged periods of time.
- Sufficient physical ability to push/pull, squat, twist, and turn.

### REPORTS TO

Director, SELPA

Cabinet Approved: 9/12/12

Board Approved:

E.5(2)

MODESTO CITY SCHOOLS

TO: Pamela Able, Superintendent Regular Meeting

SUBJECT: Approval of Proposed Job Descriptions: November 13, 2012  
JC# 0015 Executive Secretary to the Board of  
Education; JC#0016 Executive Assistant to the  
Superintendent

---

BACKGROUND

The Human Resources Department is responsible for proposing new job descriptions and maintaining up-to-date job descriptions through revisions, and placing employees appropriately on the respective salary schedules. The proposed job descriptions were approved by the Superintendent's Cabinet.

ISSUE

These positions do not represent new positions to the District. The Executive Secretary to the Board of Education replaces the current Staff Secretary II: Office of the Superintendent position. The Executive Assistant to the Superintendent position replaces the current Superintendent's Secretary position.

PROPOSAL

The attached job descriptions are proposed for the Board's consideration.

FISCAL IMPACT

These positions will continue to be paid at their current ranges on the Management Salary Schedule.

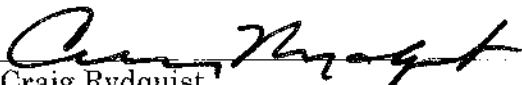
RECOMMENDATION

It is recommended that the Board of Education approve the proposed job descriptions: JC# 0115 Executive Secretary to the Board of Education; JC# 0116 Executive Assistant to the Superintendent.

---

Recommended by:

Approved for Recommendation  
to the Governing Board by:

  
Craig Rydquist  
Associate Superintendent, Human Resources

  
Pamela Able  
Superintendent

**MODESTO CITY SCHOOLS**

*PROPOSED*

Job Description

JC# 0015

**EXECUTIVE SECRETARY TO THE BOARD OF EDUCATION**

OVERALL RESPONSIBILITY

Under general direction, perform a wide variety of complex secretarial tasks.

SPECIFIC RESPONSIBILITIES

1. Take and transcribe Superintendent's and Board of Education member's correspondence.
2. Prepare the minutes of Board of Education minutes including the execution of official papers, transmittal of forms as required by law, and routine follow up of minutes.
3. Compose correspondence and memos independently or from brief verbal instructions or notes; conduct continuing correspondence independently on procedural or informational matters without review by supervisor.
4. Give information to the public answering questions involving an understanding of District policies, procedures and regulations.
5. Act as a receptionist, making appointments, arranging group meetings and transmitting confidential or controversial information.
6. Make arrangements for meetings and conferences.
7. Reserve and maintain calendars for the use of meeting rooms for District Office personnel upon request.
8. Compile reports from a wide variety of sources and transmit to other offices or agencies.
9. Assist in preparation of budget requests.
10. Coordinate assigned District projects/programs including all correspondence and scheduling.
11. Effectively communicate and maintain cooperative relationships with those contacted in the course of work.
12. Perform other related duties as assigned.

WORK YEAR

Approved days as specified in the Management Salary Schedule

SALARY

Management Salary Schedule

QUALIFICATIONS

Knowledge/Ability

Minimum Requirements:

- Ability to type/keyboard at a net rate of 55 words per minute.
- Ability to activate a personal computer and load software from a disk and/or CD-ROM.
- Ability to enter requisitions, purchase orders and receipts into computer, and verify quantities and prices.
- Knowledge of and ability to use e-mail and calendaring programs.
- Knowledge of and ability to use word processing, database and spreadsheet programs to develop and produce correspondence, reports, publications, presentations and projects.
- Knowledge of and ability to use graphics and desktop publishing programs to develop and produce correspondence, reports, publications, presentations and projects.

## EXECUTIVE SECRETARY TO THE BOARD OF EDUCATION (continued)

### QUALIFICATIONS (continued)

#### Knowledge/Ability

##### Minimum Requirements:

- Ability to create and initiate a mail merge using a word processing program.
- Ability to access the Internet using a search tool or Web address to locate information, bookmark and print electronic information.
- Knowledge of letter and report writing techniques.
- Knowledge of modern office methods and practices.
- Ability to perform a variety of highly responsible tasks with speed and accuracy.
- Ability to perform basic arithmetic calculations with speed and accuracy.
- Ability to establish and maintain accurate records and files.
- Ability to operate modern office equipment (e.g. ten-key calculator, duplicating machine, fax machine, etc.)
- Ability to express initiative, adaptability and confidentiality.
- Ability to supervise and train clerical personnel.
- Ability to analyze situations and take an effective course of action.
- Ability to use correct English grammar, syntax, spelling and punctuation.
- Ability to compose correspondence, memoranda, bulletins and reports independently using correct English grammar, syntax, spelling and punctuation.
- Ability to understand and carry out oral and written instructions given in English.
- Ability to work cooperatively with a wide variety of personalities and situations requiring diplomacy, friendliness, poise and firmness.
- Knowledge of and ability to apply management, budgeting and contract administration principles and practices.
- Ability to independently assemble, interpret and organize information and financial and statistical data for reports, manuals and schedules.
- Ability to screen a volume of communication and discriminate between routine and priority matters.

##### Desirable Qualifications:

- Ability to take dictation at 80 wpm or effectively transcribe from a recording device.
- Knowledge of school operation, policies, regulations and procedures.

#### Experience

##### Minimum Requirement:

- Three (3) years accounting, bookkeeping, clerical, secretarial experience performing complex work tasks.

#### Education

##### Minimum Requirement:

- Graduation from high school or General Education Development (GED) Certificate or California High School Proficiency Examination (CHSPE) Certificate.

#### Physical Characteristics

##### With or without the use of aids:

- Sufficient vision to read small print.
- Sufficient depth perception to file documents.
- Sufficient hearing to hear normal and telephone conversations.
- Ability to speak in an understandable voice and with sufficient volume to be heard at a normal conversational distance and on the telephone.
- Sufficient dexterity to manipulate small objects, print or write legibly, operate telephone, use computer keyboard, typewriter and other business machines.
- Sufficient physical ability to sit or stand for prolonged periods of time.
- Sufficient physical ability to reach horizontally and vertically with arms.

### REPORTS TO

Superintendent

Cabinet Approved: 10/16/12

Board Approved:

E.6(2)



**MODESTO CITY SCHOOLS**

*PROPOSED*

Job Description

JC# 0016

**EXECUTIVE ASSISTANT TO THE SUPERINTENDENT**

OVERALL RESPONSIBILITY

Under general direction, perform highly complex and responsible confidential/executive secretarial work as Secretary to the Superintendent and members of the Board of Education; and perform related work as required.

SPECIFIC RESPONSIBILITIES

1. Serve as confidential/executive secretary to the Superintendent of Schools and members of the Board of Education.
2. Take and transcribe the Superintendent's and Board members' correspondence, prepare correspondence and materials independently or from oral instruction.
3. Type reports, memoranda and other documents; compile and write reports in accordance with written or oral instructions.
4. Attend Board of Education and staff meetings.
5. Record and prepare the minutes of Board of Education and staff meetings, including execution of official papers, transmittal of forms as required by law, indexing and routine follow up of minutes.
6. Responsible for preparation, assembly and distribution of the Board of Education agenda and staff meeting agenda.
7. Arrange appointments and meetings for the Superintendent and members of the Board of Education.
8. Conduct initial interviews in person or on telephone with students, teachers, parents and community and either answer questions, refer to an appropriate staff member, or make appointment with the Superintendent; receive complaints and take action if possible or refer matter to proper persons
9. Maintain files on Board of Education actions and District policies; and confidential and administrative files and records.
10. Determine disposition of incoming mail not requiring attention of Superintendent or Board of Education.
11. Compile data for Superintendent's and Board of Education's budgets; post and maintain budgetary and financial records.
12. Schedule meetings, conferences and appointments; make travel arrangements for Superintendent and Board of Education members.
13. Effectively communicate and maintain cooperative relationships with those contacted in the course of work; act as liaison between Superintendent's Office, Board of Education members, and schools or departments.
14. Perform other related duties as assigned.

WORK YEAR

Approved days as specified on the Management Salary Schedule

SALARY

Management Salary Schedule

## EXECUTIVE ASSISTANT TO THE SUPERINTENDENT (continued)

### QUALIFICATIONS

#### Knowledge/Ability

##### Minimum Requirements:

- Ability to interpret and apply school district policies, procedures, directives, technical reports, Board back-up material, legal opinions and Education Code.
- Ability to record, organize and type minutes of meetings of the Board of Education utilizing knowledge of legal requirements and synthesizing complex issues into understandable terminology.
- Knowledge of and ability to apply management, budgeting and contract administration principles and practices.
- Ability to type/keyboard at a net rate of 75 words per minute.
- Ability to activate a personal computer and load software from a disk and/or CD-ROM.
- Ability to enter requisitions, purchase orders and receipts into computer, and verify quantities and prices.
- Knowledge of and ability to use e-mail and calendaring programs.
- Knowledge of and ability to use word processing, database and spreadsheet programs to develop and produce correspondence, reports, publications, presentations and projects.
- Knowledge of and ability to use graphics and desktop publishing programs to develop and produce correspondence, reports, publications, presentations and projects.
- Ability to create and initiate a mail merge using a word processing program.
- Ability to access the Internet using a search tool or Web address to locate information, bookmark and print electronic information.
- Knowledge of letter and report writing techniques.
- Knowledge of modern office methods and practices.
- Ability to perform a variety of highly responsible tasks with speed and accuracy.
- Ability to perform basic arithmetic calculations with speed and accuracy.
- Ability to establish and maintain accurate records and files.
- Ability to operate modern office equipment (e.g. ten-key calculator, duplicating machine, fax machine, etc.)
- Ability to express initiative, adaptability and confidentiality.
- Ability to supervise and train clerical personnel.
- Ability to analyze situations and take an effective course of action.
- Ability to use correct English grammar, syntax, spelling and punctuation.
- Ability to compose correspondence, memoranda, bulletins and reports independently using correct English grammar, syntax, spelling and punctuation.
- Ability to understand and carry out oral and written instructions given in English.
- Ability to work cooperatively with a wide variety of personalities and situations requiring diplomacy, friendliness, poise and firmness.
- Ability to independently assemble, interpret and organize information and financial and statistical data for reports, manuals and schedules.
- Ability to screen a volume of communication and discriminate between routing and priority matters.

##### Desirable Qualifications:

- Ability to take dictation at 80 words per minute or effectively transcribe from a recording device.
- Knowledge of school operation, policies, regulations and procedures.

#### Experience

##### Minimum Requirement:

- Three (3) years accounting, bookkeeping, clerical, secretarial experience performing complex work tasks.

#### Education

##### Minimum Requirement:

- Graduation from high school or General Education Development (GED) Certificate or California High School Proficiency Examination (CHSPE) Certificate.

##### Desirable Qualification:

- Two (2) years college course work or training in secretarial, clerical, bookkeeping, accounting, or general office procedures skills, including computer data entry.

**EXECUTIVE ASSISTANT TO THE SUPERINTENDENT (continued)**

QUALIFICATIONS (continued)

Physical Characteristics

With or without the use of aids:

Sufficient vision to read small print.

Sufficient depth perception to file documents.

Sufficient hearing to hear normal and telephone conversations.

Ability to speak in an understandable voice and with sufficient volume to be heard at a normal conversational distance and on the telephone.

Sufficient dexterity to manipulate small objects, print or write legibly, operate telephone, use computer keyboard, typewriter and other business machines.

Sufficient physical ability to sit or stand for prolonged periods of time.

Sufficient physical ability to reach horizontally and vertically with arms.

REPORTS TO:

Superintendent

Cabinet Approved: 10/16/12

Board Approved:

MODESTO CITY SCHOOLS

TO: Pamela Able, Superintendent

Regular Meeting

SUBJECT: Approval of Student Expulsion,  
EL-5-2012-2013

November 13, 2012

---

BACKGROUND:

The principal recommended that the above designated student, EL-5-2012-2013, be expelled for violation of Education Code 48900:

- (c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of any controlled substance listed in Chapter 2 of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind.
- (k) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.

and Education Code 48915:

Subdivision (a)

Unlawful possession of any controlled substance, as defined in Chapter 2 (commencing with Section 11053 of Division 10) of the Health and Safety Code, except for the first offense for the possession of not more than one ounce of marijuana, other than concentrated cannabis.

ISSUE:

A stipulated expulsion agreement was reached between Modesto City Schools and the parent/guardian and student. A signed copy of the agreement is attached.

Approval of Student Expulsion, EL-5-2012-2013

RECOMMENDATION:

Student be expelled from all schools in the District according to Board Policy 5131. Student should apply for readmission in January, 2013, for enrollment in the Spring Semester of the 2012/2013 school year. It is further recommended that the student be expelled for the current Semester with a recommendation for suspended expulsion at Appropriate School of Residence for the Spring Semester of the 2012/2013 school year and complete the student's rehabilitation plan.

Any violations of the Student Conduct Code will activate the expulsion without an additional hearing, and a new rehabilitation plan will be developed for the student.

If the student completes the rehabilitation plan, the student will apply to the Director, Child Welfare and Attendance, to determine the appropriate educational placement based on the needs of the student and the District.

---

Originating Department: Child Welfare and Attendance

Reviewed and Recommended by:



Virginia Johnson  
Associate Superintendent  
Educational Services

Approved for Recommendation  
to the Governing Board by:



Pamela Able  
Superintendent

MODESTO CITY SCHOOLS

TO: Pamela Able, Superintendent

Regular Meeting

SUBJECT: Approval of Student Expulsion,  
EL-10-2012-2013

November 13, 2012

---

BACKGROUND:

The principal recommended that the above designated student, EL-10-2012-2013, be expelled for violation of Education Code 48900:

- (a) (2) Willfully used force or violence upon another person, except in self-defense.
- (k) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.

and Education Code 48915:

Subdivision (a)

Assault or battery, as defined in Sections 240 and 242 of the Penal Code, upon any school employee.

ISSUE:

A stipulated expulsion agreement was reached between Modesto City Schools and the parent/guardian and student. A signed copy of the agreement is attached.

RECOMMENDATION:

Student be expelled from all schools in the District according to Board Policy 5132. Student should apply for readmission in June, 2013, for enrollment in the Fall Semester of the 2013/2014 school year. Consideration for readmission will be based upon certification of completion of the student's rehabilitation plan.

If the student completes the rehabilitation plan, the student will apply to the Director, Child Welfare and Attendance, to determine the appropriate educational placement based on the needs of the student and the District.

Approval of Student Expulsion, EL-10-2012-2013

---

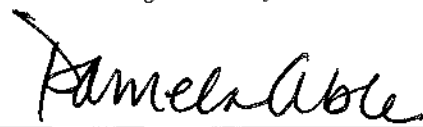
Originating Department: Child Welfare and Attendance

Reviewed and Recommended by:



Virginia Johnson  
Associate Superintendent  
Educational Services

Approved for Recommendation  
to the Governing Board by:



Pamela Able  
Superintendent

MODESTO CITY SCHOOLS

TO: Pamela Able, Superintendent

Regular Meeting

SUBJECT: Approval of Student Expulsion,  
EL-12-2012-2013

November 13, 2012

---

BACKGROUND:

The principal recommended that the above designated student, EL-12-2012-2013, be expelled for violation of Education Code 48900:

- (c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of any controlled substance listed in Chapter 2 of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind.
- (k) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.

and Education Code 48915:

Subdivision (a)

Unlawful possession of any controlled substance, as defined in Chapter 2 (commencing with Section 11053 of Division 10) of the Health and Safety Code, except for the first offense for the possession of not more than one ounce of marijuana, other than concentrated cannabis.

ISSUE:

A stipulated expulsion agreement was reached between Modesto City Schools and the parent/guardian and student. A signed copy of the agreement is attached.



---

Approval of Student Expulsion, EL-12-2012-2013

RECOMMENDATION:

Student be expelled from all schools in the District according to Board Policy 5132. Student should apply for readmission in June, 2013, for enrollment in the Fall Semester of the 2013/2014 school year. It is further recommended that the expulsion be suspended and the student enroll at Appropriate School of Residence for the remainder of the current Semester and at Appropriate School of Residence for the Spring Semester of the 2012/2013 school year and complete the student's rehabilitation plan.

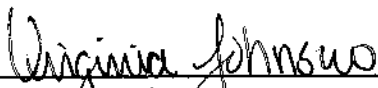
Any violations of the Student Conduct Code will activate the expulsion without an additional hearing, and a new rehabilitation plan will be developed for the student.

If the student completes the rehabilitation plan, the student will apply to the Director, Child Welfare and Attendance, to determine the appropriate educational placement based on the needs of the student and the District.

---

Originating Department: Child Welfare and Attendance

Reviewed and Recommended by:



---

Virginia Johnson  
Associate Superintendent  
Educational Services

Approved for Recommendation  
to the Governing Board by:



---

Pamela Able  
Superintendent

MODESTO CITY SCHOOLS

TO: Pamela Able, Superintendent

Regular Meeting

SUBJECT: Approval of Student Expulsion,  
HS-22-2012-2013

November 13, 2012

---

BACKGROUND:

The principal recommended that the above designated student, HS-22-2012-2013, be expelled for violation of Education Code 48900:

- (b) Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object unless, in the case of possession of any object of this type, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or the designee of the principal.
- (k) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.

and Education Code 48915:

Subdivision (a)

Possession of any firearm, knife, explosive, or other dangerous object of no reasonable use to the pupil at school or at a school activity off school grounds.

ISSUE:

A stipulated expulsion agreement was reached between Modesto City Schools and the parent/guardian and student. A signed copy of the agreement is attached.

RECOMMENDATION:

Student be expelled from all schools in the District according to Board Policy 5132. Student should apply for readmission in June, 2013, for enrollment in the Fall Semester of the 2013/2014 school year. Consideration for readmission will be based upon certification of completion of the student's rehabilitation plan.

If the student completes the rehabilitation plan, the student will apply to the Director, Child Welfare and Attendance, to determine the appropriate educational placement based on the needs of the student and the District.

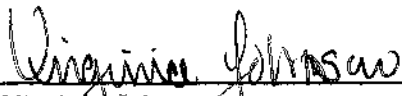
---

Approval of Student Expulsion, HS-22-2012-2013

---

Originating Department: Child Welfare and Attendance

Reviewed and Recommended by:



---

Virginia Johnson  
Associate Superintendent  
Educational Services

Approved for Recommendation  
to the Governing Board by:



---

Pamela Able  
Superintendent

MODESTO CITY SCHOOLS

TO: Pamela Able, Superintendent Regular Meeting  
SUBJECT: Approval of Student Expulsion, November 13, 2012  
HS-25-2012-2013

---

BACKGROUND:

The principal recommended that the above designated student, HS-25-2012-2013, be expelled for violation of Education Code 48900:

- (c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of any controlled substance listed in Chapter 2 of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind.
- (j) Had unlawful possession of, unlawfully offered, arranged or negotiated to sell any drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code.
- (k) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.

and Education Code 48915:

Subdivision (a)

Unlawful possession of any controlled substance, as defined in Chapter 2 (commencing with Section 11053 of Division 10) of the Health and Safety Code, except for the first offense for the possession of not more than one ounce of marijuana, other than concentrated cannabis.

ISSUE:

A stipulated expulsion agreement was reached between Modesto City Schools and the parent/guardian and student. A signed copy of the agreement is attached.

---

Approval of Student Expulsion, HS-25-2012-2013

RECOMMENDATION:

Student be expelled from all schools in the District according to Board Policy 5132. Student should apply for readmission in June, 2013, for enrollment in the Fall Semester of the 2013/2014 school year. Consideration for readmission will be based upon certification of completion of the student's rehabilitation plan.

If the student completes the rehabilitation plan, the student will apply to the Director, Child Welfare and Attendance, to determine the appropriate educational placement based on the needs of the student and the District.

---

Originating Department: Child Welfare and Attendance

Reviewed and Recommended by:

Approved for Recommendation  
to the Governing Board by:



---

Virginia Johnson  
Associate Superintendent  
Educational Services



---

Pamela Able  
Superintendent

MODESTO CITY SCHOOLS

TO: Pamela Able, Superintendent

Regular Meeting

SUBJECT: Approval of Student Expulsion,  
HS-26-2012-2013

November 13, 2012

---

BACKGROUND:

The principal recommended that the above designated student, HS-26-2012-2013, be expelled for violation of Education Code 48900:

- (b) Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object unless, in the case of possession of any object of this type, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or the designee of the principal.
- (c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of any controlled substance listed in Chapter 2 of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind.

and Education Code 48915:

Subdivision (a)

Possession of any firearm, knife, explosive, or other dangerous object of no reasonable use to the pupil at school or at a school activity off school grounds.

Subdivision (a)

Unlawful possession of any controlled substance, as defined in Chapter 2 (commencing with Section 11053 of Division 10) of the Health and Safety Code, except for the first offense for the possession of not more than one ounce of marijuana, other than concentrated cannabis.

ISSUE:

A stipulated expulsion agreement was reached between Modesto City Schools and the parent/guardian and student. A signed copy of the agreement is attached.

---

Approval of Student Expulsion, HS-26-2012-2013

RECOMMENDATION:

Student be expelled from all schools in the District according to Board Policy 5132. Student should apply for readmission in June, 2013, for enrollment in the Fall Semester of the 2013/2014 school year. Consideration for readmission will be based upon certification of completion of the student's rehabilitation plan.

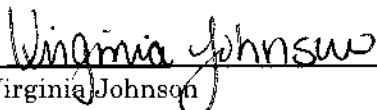
If the student completes the rehabilitation plan, the student will apply to the Director, Child Welfare and Attendance, to determine the appropriate educational placement based on the needs of the student and the District.

---

Originating Department: Child Welfare and Attendance

Reviewed and Recommended by:

Approved for Recommendation  
to the Governing Board by:



---

Virginia Johnson  
Associate Superintendent  
Educational Services



---

Pamela Able  
Superintendent

MODESTO CITY SCHOOLS

TO: Pamela Able, Superintendent Regular Meeting  
SUBJECT: Approval of Student Expulsion, November 13, 2012  
HS-27-2012-2013

---

BACKGROUND:

The principal recommended that the above designated student, HS-27-2012-2013, be expelled for violation of Education Code 48900:

- (b) Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object unless, in the case of possession of any object of this type, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or the designee of the principal.
- (c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of any controlled substance listed in Chapter 2 of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind.

and Education Code 48915:

Subdivision (a)

Possession of any firearm, knife, explosive, or other dangerous object of no reasonable use to the pupil at school or at a school activity off school grounds.

Subdivision (a)

Unlawful possession of any controlled substance, as defined in Chapter 2 (commencing with Section 11053 of Division 10) of the Health and Safety Code, except for the first offense for the possession of not more than one ounce of marijuana, other than concentrated cannabis.

Subdivision (c)

Unlawfully selling a controlled substance listed in Chapter 2 (commencing with Section 11053 of Division 10) of the Health and Safety Code.

ISSUE:

A stipulated expulsion agreement was reached between Modesto City Schools and the parent/guardian and student. A signed copy of the agreement is attached.



Approval of Student Expulsion, HS-27-2012-2013

RECOMMENDATION:

Student be expelled from all schools in the District according to Board Policy 5132. Student should apply for readmission in June, 2013, for enrollment in the Fall Semester of the 2013/2014 school year. Consideration for readmission will be based upon certification of completion of the student's rehabilitation plan.

If the student completes the rehabilitation plan, the student will apply to the Director, Child Welfare and Attendance, to determine the appropriate educational placement based on the needs of the student and the District.

---

Originating Department: Child Welfare and Attendance

Reviewed and Recommended by:

Approved for Recommendation  
to the Governing Board by:



---

Virginia Johnson  
Associate Superintendent  
Educational Services



---

Pamela Able  
Superintendent

MODESTO CITY SCHOOLS

TO: Pamela Able, Superintendent Regular Meeting  
SUBJECT: Approval of Student Expulsion, November 13, 2012  
HS-30-2012-2013

---

BACKGROUND:

The principal recommended that the above designated student, HS-30-2012-2013, be expelled for violation of Education Code 48900:

- (a) (2) Willfully used force or violence upon another person, except in self-defense.
- (k) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.

and Education Code 48915:

Subdivision (a)

Causing serious physical injury to another person, except in self-defense.

ISSUE:

A stipulated expulsion agreement was reached between Modesto City Schools and the parent/guardian and student. A signed copy of the agreement is attached.

RECOMMENDATION:

Student be expelled from all schools in the District according to Board Policy 5132. Student should apply for readmission in June, 2013, for enrollment in the Fall Semester of the 2013/2014 school year. Consideration for readmission will be based upon certification of completion of the student's rehabilitation plan.

If the student completes the rehabilitation plan, the student will apply to the Director, Child Welfare and Attendance, to determine the appropriate educational placement based on the needs of the student and the District.

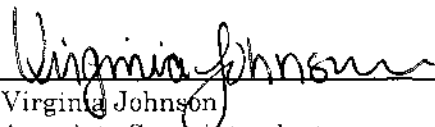
---

Approval of Student Expulsion, HS-30-2012-2013

---

Originating Department: Child Welfare and Attendance

Reviewed and Recommended by:



Virginia Johnson  
Associate Superintendent  
Educational Services

Approved for Recommendation  
to the Governing Board by:



Pamela Able  
Superintendent

MODESTO CITY SCHOOLS

TO: Pamela Able, Superintendent Regular Meeting  
SUBJECT: Approval of Student Expulsion, November 13, 2012  
HS-31-2012-2013

---

BACKGROUND:

The principal recommended that the above designated student, HS-31-2012-2013, be expelled for violation of Education Code 48900:

- (b) Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object unless, in the case of possession of any object of this type, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or the designee of the principal.
- (k) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.

and Education Code 48915:

Subdivision (a)

Possession of any firearm, knife, explosive, or other dangerous object of no reasonable use to the pupil at school or at a school activity off school grounds.

ISSUE:

A stipulated expulsion agreement was reached between Modesto City Schools and the parent/guardian and student. A signed copy of the agreement is attached.

Approval of Student Expulsion, HS-31-2012-2013

RECOMMENDATION:

Student be expelled from all schools in the District according to Board Policy 5132. Student should apply for readmission in June, 2013, for enrollment in the Fall Semester of the 2012/2013 school year. It is further recommended that the expulsion be suspended and the student enroll at Thomas Downey High School for the remainder of the current Semester and at Thomas Downey High School for the Spring Semester of the 2012/2013 school year and complete the student's rehabilitation plan.

Any violations of the Student Conduct Code will activate the expulsion without an additional hearing, and a new rehabilitation plan will be developed for the student.

If the student completes the rehabilitation plan, the student will apply to the Director, Child Welfare and Attendance, to determine the appropriate educational placement based on the needs of the student and the District.

---

Originating Department: Child Welfare and Attendance

Reviewed and Recommended by:



Virginia Johnson  
Associate Superintendent  
Educational Services

Approved for Recommendation  
to the Governing Board by:



Pamela Able  
Superintendent

MODESTO CITY SCHOOLS

TO: Pamela Able, Superintendent Regular Meeting  
SUBJECT: Approval of Student Expulsion, November 13, 2012  
HS-34-2012-2013

---

BACKGROUND:

The principal recommended that the above designated student, HS-34-2012-2013, be expelled for violation of Education Code 48900:

- (b) Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object unless, in the case of possession of any object of this type, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or the designee of the principal.

and Education Code 48915:

Subdivision (a)

Possession of any firearm, knife, explosive, or other dangerous object of no reasonable use to the pupil at school or at a school activity off school grounds.

ISSUE:

A stipulated expulsion agreement was reached between Modesto City Schools and the parent/guardian and student. A signed copy of the agreement is attached.

RECOMMENDATION:

Student be expelled from all schools in the District according to Board Policy 5132. Student should apply for readmission in June, 2013, for enrollment in the Fall Semester of the 2013/2014 school year. Consideration for readmission will be based upon certification of completion of the student's rehabilitation plan.

If the student completes the rehabilitation plan, the student will apply to the Director, Child Welfare and Attendance, to determine the appropriate educational placement based on the needs of the student and the District.

Approval of Student Expulsion, HS-34-2012-2013

---

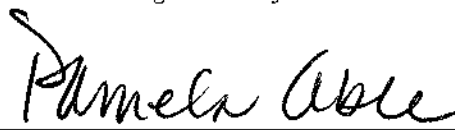
Originating Department: Child Welfare and Attendance

Reviewed and Recommended by:

Approved for Recommendation  
to the Governing Board by:



Virginia Johnson  
Associate Superintendent  
Educational Services



Pamela Able  
Superintendent

MODESTO CITY SCHOOLS

TO: Pamela Able, Superintendent Regular Meeting  
SUBJECT: Approval of Student Expulsion, November 13, 2012  
HS-36-2012-2013

---

BACKGROUND:

The principal recommended that the above designated student, HS-36-2012-2013, be expelled for violation of Education Code 48900:

- (c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of any controlled substance listed in Chapter 2 of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind.
- (k) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.

and Education Code 48915:

Subdivision (a)

Unlawful possession of any controlled substance, as defined in Chapter 2 (commencing with Section 11053 of Division 10) of the Health and Safety Code, except for the first offense for the possession of not more than one ounce of marijuana, other than concentrated cannabis.

ISSUE:

A stipulated expulsion agreement was reached between Modesto City Schools and the parent/guardian and student. A signed copy of the agreement is attached.

RECOMMENDATION:

Student be expelled from all schools in the District according to Board Policy 5132. Student should apply for readmission in June, 2013, for enrollment in the Fall Semester of the 2013/2014 school year. Consideration for readmission will be based upon certification of completion of the student's rehabilitation plan.

If the student completes the rehabilitation plan, the student will apply to the Director, Child Welfare and Attendance, to determine the appropriate educational placement based on the needs of the student and the District.



Approval of Student Expulsion, HS-36-2012-2013

---

Originating Department: Child Welfare and Attendance

Reviewed and Recommended by:

Approved for Recommendation  
to the Governing Board by:



---

Virginia Johnson  
Associate Superintendent  
Educational Services



---

Pamela Able  
Superintendent

MODESTO CITY SCHOOLS

TO: Pamela Able, Superintendent Regular Meeting  
SUBJECT: Report on Summary of Investment Portfolio November 13, 2012  
As of September 30, 2012

---

BACKGROUND

The District periodically invests funds with the State's Local Agency Investment Fund (LAIF), the California Asset Management Program (CAMP) and in specific securities as allowed under the Government Code and Board policy.

ISSUE

The Board of Education should periodically review the District's investments.

FISCAL IMPACT

The District's investments as of September 30, 2012 are shown on the attached report and are in compliance with the Board's investment policy and all Government Code requirements. The District's investment advisor, Public Financial Management, provides the market value of individual securities. LAIF, CAMP and the County Treasury provide market value information for those funds.

---

Submitted by:



Julie A. Chapin  
Associate Superintendent, Business Services  
Chief Business Official

Approved for Submission  
To the Governing Board by:



Pamela Able  
Superintendent

Modesto City Schools  
Portfolio Summary  
September 30, 2012

INVESTMENTS	Par	Original Cost	Book Value	Percent of Portfolio	Market Value	Year-to-Date Interest	Yield
<b>District Operating Funds:</b>							
Stanislaus County Treasury *	N/A	N/A	\$ 83,868,224.98	89.66%	\$ 83,868,224.98	\$ 236,901.71	0.88% ***
Bank of the West - Revolving Cash Fund	N/A	N/A	\$ 64,142.80	0.07%	\$ 64,142.80	\$ -	0.00%
Local Agency Investment Fund *	N/A	N/A	\$ 208,989.20	0.22%	\$ 208,989.20	\$ 186.42	0.35% ****
California Asset Management Program Cash Reserve Portfolio *	N/A	N/A	\$ 5,997,028.93	6.41%	\$ 5,997,028.93	\$ 3,499.70	0.24%
Natixis Funding Corp (Lease Revenue Bond Debt Service Sinking Fund)	N/A	N/A	\$ 704,069.31	0.75%	\$ 704,069.31	\$ 6,656.49	3.83%
Key Government Finance (Capital Lease Escrow - Buses) Federated Government Obligations Fund IS	N/A	N/A	\$ 2,528,028.70	2.70%	\$ 2,528,028.70	\$ 85.16	0.02%
City of Ceres - Redevelopment Agreement	N/A	N/A	\$ 171,942.00	0.18%	\$ 171,942.00	\$ -	0.00%
<b>Total Assets of Portfolio:</b>			\$ 93,542,425.92	100.00%	\$ 93,542,425.92	\$ 247,329.48	

Note: All funds are under the management of outside parties, either the State of California, County of Stanislaus, California Asset Management Program, or Public Financial Management, Inc.

\* Available daily, upon demand

\*\* California Asset Management Program Investment Portfolio consists of multiple Federal Agency securities with various maturity dates. Market Prices are derived from closing bid prices as of the last business day of the month from IDC, Bloomberg or Telerate. Prices for maturity dates that fall between data points are interpolated.

\*\*\* Yield for funds on deposit at Stanislaus County Treasury is shown as net. Gross yield is 25 basis points higher, charged as administrative fee

\*\*\*\* Annual interest earnings exceed current invested value - these funds have been significantly drawn down during the year, in order to manage cash flow Challenges caused by the State's Budget Crisis - previous balances were significantly higher, when the higher interest was earned.

MODESTO CITY SCHOOLS

TO: Pamela Able, Superintendent

Regular Meeting

SUBJECT: Report on Construction Projects Progress  
Payments

November 13, 2012

---

BACKGROUND

Board Policy requires a report on progress payments be submitted monthly.

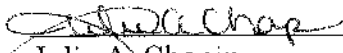
REPORT

	Previously Paid	Current Payment	Balance Due
ACME Construction Co Inc Gregori Stadium Improvements Contract Price: \$3,300,000.00 Certificate No. 3	\$510,758.84	\$278,168.37	\$2,511,072.79
Advanced Roofing ReRoof at Various Sites Contract Price: \$260,339.00 Certificate No. 2R	\$234,305.10	\$26,033.90	\$0.00
Harris Builders Inc. Downey Culinary Arts Renovation Contract Price: \$537,936.00 Certificate No. 6	\$468,231.80	\$42,807.40	\$26,896.80
Tru-Tech ReRoof at Various Contract Price: \$126,782.00 Certificate No. 2R	\$114,103.80	\$12,678.20	\$0.00

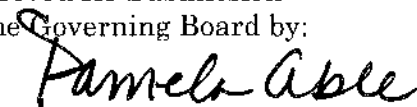
---

Originating Department: Maintenance and Construction

Reviewed and Submitted by:

  
Julie A. Chapin  
Associate Superintendent, Business  
Chief Business Official

Approved for Submission  
to the Governing Board by:

  
Pamela Able  
Superintendent

**PROGRESS PAYMENT**

**SITE:** Gregori High School  
**PROJECT:** Football Stadium Improvements

**CERT NO.** 3  
**BID NO.** Lease/Leaseback  
**PROJECT NO.** 9600  
**PURCHASE ORDER** 131867

**ACME Construction Company Inc**  
**PO Box 4710**  
**Modesto CA 95352**

- 1. RECEIVED FROM: DLR Group 10/17/2012
- 2. DATE APPROVED BY: John Liukkonen 10/25/2012
- 3. PROCESSED BY BUSINESS OFFICE 10/26/2012
- 4. PROCESSED FOR BOARD AGENDA 11/13/2012

**ACCOUNT NUMBER:**  
 21-9836-0-6210-0000-8500-3447-9600-000

CONTRACT PRICE	CHANGE ORDERS	ADJ. CONTRACT PRICE	LINE NO.	CURRENT PAYMENT	PREVIOUSLY PAID	TOTAL PAID TO DATE	BALANCE DUE
\$ 3,300,000.00	\$ -	\$ 3,300,000.00	1	\$ 278,168.37	\$ 510,758.84	\$ 788,927.21	\$ 2,511,072.79

**PROGRESS PAYMENT**

**SITE:** Beyer High School, Elliott Alternative Education Center, Lakewood Elementary School  
**PROJECT:** ReRoof at Various Sites

**CERT NO.** 2R  
**BID NO.** 4504  
**PROJECT NO.** 9605  
**PURCHASE ORDER** 122821

**Advanced Roofing**  
 7548 Crawford Rd  
 Oakdale CA 95361-7806

- |                                     |            |
|-------------------------------------|------------|
| 1. RECEIVED FROM: JD Grothe         | 9/24/2012  |
| 2. DATE APPROVED BY: John Liukkonen | 10/25/2012 |
| 3. PROCESSED BY BUSINESS OFFICE     | 10/26/2012 |
| 4. PROCESSED FOR BOARD AGENDA       | 11/13/2012 |

**ACCOUNT NUMBER:**

14-0522-0-5650-9156-8110-3440-9605-000  
 14-0522-0-5650-9156-8110-3445-9605-000  
 40-9880-0-5650-0000-8500-1115-9605-000

CONTRACT PRICE	CHANGE ORDERS	ADJ. CONTRACT PRICE	LINE NO.	CURRENT PAYMENT	PREVIOUSLY PAID	TOTAL PAID TO DATE	BALANCE DUE
\$ 72,123.00	\$ -	\$ 72,123.00	1	\$ 7,212.30	\$ 64,910.70	\$ 72,123.00	\$ -
\$ 133,847.00	\$ -	\$ 133,847.00	2	\$ 13,384.70	\$ 120,462.30	\$ 133,847.00	\$ -
\$ 54,369.00	\$ -	\$ 54,369.00	3	\$ 5,436.90	\$ 48,932.10	\$ 54,369.00	\$ -
\$ 260,339.00	\$ -	\$ 260,339.00	<b>Total</b>	\$ 26,033.90	\$ 234,305.10	\$ 260,339.00	\$ -

**PROGRESS PAYMENT**

SITE: Downey High School  
 PROJECT: Culinary Arts Renovation

CERT NO. 6  
 BID NO. 4507  
 PROJECT NO. 9599  
 PURCHASE ORDER 122819

Harris Builders Inc  
 18736 Bloss Ave  
 Hilmar CA 95324

- |                                     |            |
|-------------------------------------|------------|
| 1. RECEIVED FROM: Timothy Huff      | 10/11/2012 |
| 2. DATE APPROVED BY: John Liukkonen | 10/25/2012 |
| 3. PROCESSED BY BUSINESS OFFICE     | 10/26/2012 |
| 4. PROCESSED FOR BOARD AGENDA       | 11/13/2012 |

**ACCOUNT NUMBER:**

01-0511-0-6210-7125-8500-3442-9599-000  
 40-9893-0-6210-0000-8500-3442-9599-000  
 40-9894-0-6210-0000-8500-3442-9599-000

CONTRACT PRICE	CHANGE ORDERS	ADJ. CONTRACT PRICE	LINE NO.	CURRENT PAYMENT	PREVIOUSLY PAID	TOTAL PAID TO DATE	BALANCE DUE
\$ 275,552.00	\$ -	\$ 275,552.00	1		\$ 275,552.00	\$ 275,552.00	\$ -
\$ 28,126.00	\$ -	\$ 28,126.00	2		\$ 28,126.00	\$ 28,126.00	\$ -
\$ 224,322.00	\$ 9,936.00	\$ 234,258.00	3	\$ 42,807.40	\$ 164,553.80	\$ 207,361.20	\$ 26,896.80
\$ 528,000.00	\$ 9,936.00	\$ 537,936.00	<b>Total</b>	\$ 42,807.40	\$ 468,231.80	\$ 511,039.20	\$ 26,896.80

**PROGRESS PAYMENT**

**SITE:** Bret Harte Elementary, Franklin Elementary, Kirschen Elementary, Martone Elementary  
**PROJECT:** ReRoof at Various Sites

**CERT NO.** 2R  
**BID NO.** 4505  
**PROJECT NO.** 9605  
**PURCHASE ORDER** 122815

Tru Tech  
 1700 Reliance St  
 Modesto CA 95358-5752

- |                                     |            |
|-------------------------------------|------------|
| 1. RECEIVED FROM: JD Grothe         | 8/17/2012  |
| 2. DATE APPROVED BY: John Liukkonen | 10/25/2012 |
| 3. PROCESSED BY BUSINESS OFFICE     | 10/26/2012 |
| 4. PROCESSED FOR BOARD AGENDA       | 11/13/2012 |

**ACCOUNT NUMBER:**

- 40-9880-0-5650-0000-8500-1114-9605-000
- 40-9880-0-5650-0000-8500-1109-9605-000
- 40-9880-0-5650-0000-8500-1116-9605-000
- 40-9880-0-5650-0000-8500-1119-9605-000

CONTRACT PRICE	CHANGE ORDERS	ADJ. CONTRACT PRICE	LINE NO.	CURRENT PAYMENT	PREVIOUSLY PAID	TOTAL PAID TO DATE	BALANCE DUE
\$ 19,711.00	\$ -	\$ 19,711.00	1	\$ 1,971.10	\$ 17,739.90	\$ 19,711.00	\$ -
\$ 50,272.00	\$ -	\$ 50,272.00	2	\$ 5,027.20	\$ 45,244.80	\$ 50,272.00	\$ -
\$ 27,074.00	\$ -	\$ 27,074.00	3	\$ 2,707.40	\$ 24,366.60	\$ 27,074.00	\$ -
\$ 29,725.00	\$ -	\$ 29,725.00	4	\$ 2,972.50	\$ 26,752.50	\$ 29,725.00	\$ -
\$ 126,782.00	\$ -	\$ 126,782.00	<b>Total</b>	\$ 12,678.20	\$ 114,103.80	\$ 126,782.00	\$ -



MODESTO CITY SCHOOLS

TO: Pamela Able, Superintendent

Regular Meeting

SUBJECT: Report on Revisions to Administrative  
Regulation 4040 Employee Use of Technology

November 13, 2012

---

BACKGROUND

The Governing Board recognizes that technological resources enhance employee performance by offering effective tools to assist in providing a quality instructional program, facilitating communications with parents/guardians, students, and the community, supporting district and school operations, and improving access to and exchange of information. Further, employees shall be responsible for the appropriate use of technology and shall use the district's technological resources primarily for purposes related to their employment.

ISSUE

The district does not recommend that any employee establish an online social networking relationship with a currently enrolled student on his or her personal social networking site(s).

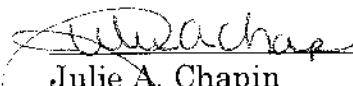
SUMMARY


AR 4040 is being revised for the protection and safety of employees and students, directing employees to consider limiting internet contact and communication with students to available school District-approved, work related social networking resources.

---

Prepared and Recommended by:

Approved for Recommendation  
To the Governing Board by

  
Julie A. Chapin  
Associate Superintendent, Business Services  
Chief Business Official

  
Pamela Able  
Superintendent

# MODESTO CITY SCHOOLS

## Administrative Regulation

AR 4040

### PERSONNEL

#### Employee Use of Technology

School Principals and Department Directors will oversee the maintenance of their department's technological resources and may establish guidelines and limits on their use in accordance with district Board policy and Administrative Regulation. All users shall have access to an online copy of this administrative regulation and the accompanying Board policy, which together form the "Acceptable Use Policy" for the district.

These policies describe the expectations for appropriate use of the district network and Internet system. All users utilizing these resources shall receive instruction in their proper, safe, and appropriate use.

→ Inappropriate behavior implies conduct which is unlawful or could likely or reasonably lead to unlawful conduct.

#### **Online/Internet Services: Employee Obligations and Responsibilities**

The district network and Internet system has been established for a limited educational purpose and for the purpose of conducting the business of the district. The term "educational purpose" includes classroom activities, continuing education, professional or career development, and high-quality educationally enriching personal research.

Employees are authorized to use district equipment to access the Internet or other online resources in accordance with Board policy and the user obligations and responsibilities specified below.

##### **A. Privacy and Security**

1. Employees shall have no expectation of privacy when using district technology resources.
2. Employees will only use their district assigned accounts to access online resources. Employees shall never use another employee or student's account to

**PERSONNEL****Employee Use of Technology**

access district systems or the Internet. The only exception to this is staff that has been granted delegate status to manage other employee's calendar and email.

3. Employees will not create, modify, or acquire passwords to systems that they are not authorized to access.
4. Proprietary Information can take on many different forms, student data being the most prevalent. All data contained on district servers, hosted systems, or otherwise used by the district is the sole property of Modesto City Schools. No administrator, teacher, student, or employee may disclose, copy, export, or remove this data without the express permission of the Superintendent, designee, or the Director of Information and Technology Services.
5. Any breach of employee account security or loss of employee passwords shall be immediately reported to their immediate supervisor or site administrator and to the district Help Desk. Employees are personally responsible for maintaining the security of their passwords and accounts.
6. Any breaches of confidential information, personal identification, or other sensitive data that are a result of phishing emails or Internet based phishing scams are to be immediately reported to the district Help Desk.
7. Employees shall report any security problems, or misuse of district services to their immediate supervisor and the district Help Desk.
8. To ensure proper use, the Superintendent or designee may monitor employee usage of technological resources, including the accessing of email and stored files. Monitoring may occur at any time without advance notice or consent. Employees shall be informed that computer files and electronic communications, including email, are not private and may be accessed by the district for the purpose of ensuring proper use.

**B. Online Behavior**

1. Employees shall not access, post, submit, publish, be in possession of, or display harmful or inappropriate matter that is threatening, obscene, disruptive, or

## PERSONNEL

### Employee Use of Technology

sexually explicit, or that could be construed as harassment or disparagement of others based on their race/ethnicity, national origin, sex, gender, sexual orientation, age, disability, religion, or political beliefs.

2. MCS employees will conduct themselves in a civil and professional manner when using any form of electronic communication either public or private. Additionally, MCS employees will not in their own written text or attachments, include or forward anything that is lewd, obscene, threatening, vulgar, or content that disparages individuals on the basis of their race, religion, age, disability, ethnicity, physical appearance, sexual orientation, or socio-economic status.
3. Employees shall not use the system to threaten, intimidate, harass, or ridicule other staff, students, or people outside of the district.
4. Any cases of harassment shall be reported immediately to the employee's immediate supervisor or the Human Resources Department.

- 5. MCS does not recommend that any employee establish an online social networking relationship with a currently enrolled MCS student on his or her personal social networking site(s). For the protection and safety of both employees and students, employees should consider limiting internet contact and communication with such students to available school District-approved, work related social networking resources like Edmodo which is made available through the MCS network.

In all use of personal social networking sites, employees should:

- Maintain appropriate professional boundaries and your authority as a classroom teacher, administrator, supervisor, paraprofessional, or coach;
- Practice online reputation management by considering the personal, professional and social impact of what you post;
- Establish appropriate privacy settings to limit access to personal information contained on your social networking site;

## **PERSONNEL**

### **Employee Use of Technology**

- Establish social networking relationships with caution and consider “un-friending” those who post inappropriate content that may be viewed on your social networking site;
- Refrain from inappropriate electronic communications with students;
- Recognize that students may not exercise good judgment and may use social media inappropriately;
- Refrain from posting negative information about students, fellow employees, your school, or the district;
- Refrain from uploading inappropriate content; exercise caution when posting links to other Internet or social networking sites and consider ad-free sites for hosting videos to eliminate inadvertent access to inappropriate advertisements and content.

### **C. Inappropriate Use**

1. Employees shall not use the system to encourage the use of drugs, alcohol, or tobacco, nor shall they promote unethical practices or any activity prohibited by law, Board policy, or administrative regulations.
2. Employees shall not use the district systems to facilitate criminal acts.
3. Employees shall not use the system to engage in commercial or other for-profit activities that are not sanctioned by the district.
4. Employees shall not intentionally upload, download, or create malicious or destructive programs or scripts to access, destroy or modify data on any district computers or on systems under contract by the district for services.
5. Employees shall not attempt to interfere with other users' ability to send or receive email, nor shall they attempt to read, delete, copy, redirect, modify, or

**PERSONNEL**

**Employee Use of Technology**

use another individual's identity in any way or on any system owned or used by the district.

6. Employees shall not plagiarize nor infringe on the copyrights of others. This includes the distribution of copyrighted information, graphics, music, videos or software.
7. Employees shall not use the district systems to send spam, chain letters, or other mass unsolicited mailings.
8. Email shall not be used to produce, distribute, access, use or store information which would subject the District or the individual to criminal, civil or administrative liability for its use, production, distribution, access or storage.

**D. Appropriate Use**

1. The district Internet system has not been established as a public access service or a public forum. The district has the right to place reasonable restrictions on the material you access or post through the system. Employees may not use the system for lobbying activities, as defined under statute prohibiting use of public funds for lobbying. This provision shall not limit the use of the system by students for the purposes of communicating with elected representatives or expressing views on political issues.
2. Copyrighted material shall be posted online only in accordance with applicable copyright laws and district Board policy (BP 6162.6) and associated administrative regulation.
3. The district email system is a critical communications tool. All employees are expected to check their district email account regularly, and to maintain their inbox so as not to fill and block incoming messages.
4. Modesto City Schools employees may use the district Internet system for communications related to collective bargaining and union organizational activities consistent with collective bargaining agreements outside instructional time or during student non-contact time.

## **PERSONNEL**

### **Employee Use of Technology**

#### **Privacy and Communication Safety Standards**

Staff will abide by the following privacy and communication safety standards when using the District Internet system, district email, web pages, blogs, wikis, and videos on the Internet.

1. Personal contact information includes the student's name together with other information that would allow an individual to locate the student, including, but not limited to, parent's name, home address or location, work address or location, or phone number.
2. It is impermissible to disclose the full name or any other personal contact information of elementary and middle school students, except with principal approval to education institutions for educational purposes, or except with Superintendent approval.
3. It is impermissible to disclose personal contact information for high school students, except to education institutions for educational purposes, companies or other entities for career or college development purposes, or with specific Superintendent approval.
4. Documents and web pages may not include any information that indicates the physical locations of a student at a given time other than attendance at a particular school or participation in school activities.

The following provisions address the disclosure of student information, posting student-created material, and posting pictures of students on the District web site. Parents must approve such disclosure and posting through an opt-out process.

1. K-8 Standard - Students will use limited student identification (first name and last initial or other school-developed identifier). Group pictures without identification of individual students are permitted. Student work may be posted with the limited student identification. All student posted work will contain the student's copyright notice using the limited student identification.

## PERSONNEL

### Employee Use of Technology

2. High School Standard - Students may be identified by their full name. Group or individual pictures of students with student identification are permitted. Student work may be posted with student name.

### **Protection of Confidentiality and Privacy**

## **ACCESS AND DISCLOSURE OF STUDENT INFORMATION**

### **Two Types of Educational Records**

There are two types of educational records as defined under FERPA. Each type of educational record is afforded different access and disclosure protections.

### **Directory Information**

Some information in a student's educational record is defined as directory information under FERPA. Under a strict reading of FERPA, staff may access and disclose this type of information without the written consent of the parent. However, the parent can exercise the option to restrict the release of directory information by submitting a formal request to the school to limit disclosure. Directory information may include:

- Name;
- Address;
- Phone number and email address;
- Dates of attendance

### **Non-directory Information**

Non-directory information is any educational record not considered directory information. Staff may access non-directory information only if they have a legitimate academic need to do so. Non-directory information may include:

- Social security numbers;
- Student identification number;
- Race, ethnicity, and/or nationality;
- Gender
- Transcripts; grade reports



## **PERSONNEL**

### **Employee Use of Technology**

The transmission of information about students or District affairs shall adhere to the following standards:

1. Confidential information should never be sent or forwarded to outside individuals or outside agencies not authorized to receive that information.
2. Confidential messages and information should never be sent or forwarded to others, including faculty, staff and students who do not need to know the information.
3. Confidential information should not be forwarded to multiple parties unless there is a clear and legitimate need to do so.

Confidential email should not be retained in an employee's personal mailbox, but should be deleted as soon as possible. Although employees must recognize that email still is archived at the district level. Records that need to be kept should be printed and retained according to appropriate policy or regulation.

4. Confidential messages from or to legal counsel should not be forwarded to others without counsel's authorization, since such messages may constitute privileged communications between the District and its attorney.
5. In no way shall any of the regulations regarding disclosure of confidential information supersede the provisions contained in MCS Whistleblower Protection BP 4119.1/4219.1/4319.1.

Confidential information includes, but is not limited to, "Personnel records, medical records, student records, or similar materials, the disclosure of which would constitute an unwarranted breach of personal privacy and identity."

### **Technology Protection Measure**

The district has selected a Technology Protection Measure (Internet Filter) for use with the district Internet system and has specified the manner in which the Internet Filter will be configured. The Internet Filter will always be configured to protect against access to obscene material, child pornography, and material that is considered harmful to minors, as defined by federal law.

## **PERSONNEL**

### **Employee Use of Technology**

1. The district may, from time to time, reconfigure the Internet Filter to better meet the educational needs of the district or schools and address the safety needs of the students.
2. The Internet Filter may not be disabled or bypassed at any time by staff using the district Internet system.
3. The Internet Filter occasionally blocks access to appropriate material. If an authorized individual believes that the blocked site should be permanently unblocked, a recommendation will be forwarded to the district Help Desk. Information and Technology Services will make a decision to permanently unblock access to the site, or may delegate the decision to the District Technology Council.
4. Failure of the Internet Filter to block access to inappropriate sites does not excuse an employee from accessing inappropriate content from the District network.
5. Tampering with, attempting to shut down, or to alter the Internet Filter is strictly prohibited.

### **Monitoring, Search and Seizure**

1. The district will monitor use of the Internet through routine audits of Internet usage logs.
2. Routine maintenance and monitoring of the system may lead to discovery that the user has or is violating district policy, regulations, or the law.
3. An individual search may be conducted at district discretion at any time. Individual search of user's e-mail, network access and Internet logs will be approved by the Superintendent or designee per district policy.

All of these restrictions extend to staff access through any authorized personal device (laptop, smartphone, external storage, thumb drive, etc.) attached to the district network. Devices must be authorized either by the Information and Technology Services Department or connect to public access points available on

## PERSONNEL

### Employee Use of Technology

campus. Personal devices can be confiscated during investigations of inappropriate use or violations of Board policy.

Unauthorized connections of personal devices to the district network are strictly prohibited.

4. Devices used in violation of law will be surrendered to law enforcement for forensic analysis if requested.

### **Review and Retention of Email**

The District will comply with all state and federal laws as well as district policies and regulations governing retention of email, including email which may be classified as business records, employee records or student records.

The Information and Technology Services Director (or designee in charge when the Director is out) will review email accounts as part of a requested investigation if a written (paper or email) request is received from any of the following individuals;

- Superintendent
- Associate (or Deputy) Superintendent, Chief Human Resources Official
- Classified or Certificated Director of Human Resources
- District Attorney or Legal Counsel

Investigations typically are initiated due to an allegation of a violation of law or district policy.

If time is of the essence, a verbal/phoned request is acceptable from one of the individuals listed above. In such a case, a follow-up, confirming email should be sent to the requestor stating, "Information and Technology Services is proceeding to facilitate the request received via person/phone".

The purpose of this procedure is to insure that Information and Technology Services always has an authorized request to review email and does not do so without proper authorization.

## PERSONNEL

### Employee Use of Technology

If both the Director and designee in charge are not available, the Supervisor of Computer Systems may review the request after confirming with the requestor that time is of the essence and they choose not to wait until the Director or designee in charge return.

Often times, when an employee leaves the district, their manager will need access to the employee's email to find information they need to conduct MCS business. These requests will normally be approved as standard business as long as a notification is also sent to the Director of Information and Technology Services and the District Help Desk.

### **Fundraising Emails and Announcements**

In order to facilitate the sharing of information regarding school or district events, fundraisers, and celebrations honoring various staff members, the "District Events" public folder is available for all employees' use on MCSOnline (the District Intranet).

Postings will be left in the folder for a minimum of 2 months, but can be deleted by the message creator before then. By placing event announcements in the "District Events" public folder, the email load on everyone's account will be reduced while still getting the information out to everyone in a rich media format.

Fundraising or announcement emails related to District business or school site business should not be sent to district email groups beyond a staff member's specific site without that Site's Administration and Information and Technology Services' approval. Even announcements sent within a particular site should be stopped if the administration requests such.

Current district-wide fundraising events such as the annual Relay for Life, United Way or other sanctioned district events are authorized for district wide emails. These e-mailings must be approved by Information and Technology Services prior to their sending.

## PERSONNEL

### Employee Use of Technology

#### **Resource Limitations**

The district network has limited resources that were put in place to support the educational and business functions of the district. These resources are only usable by authorized staff in the district. Certain restrictions must be enforced to maintain the integrity of these resources.

1. Network storage provided to authorized staff shall only be used in support of district business and education.
2. Employees shall not use network storage for the storage or transmission of personal files. Examples include, but are not limited to; music, videos, pictures, personal documents, etc.
3. The use of peer-to-peer file sharing programs or services is expressly prohibited on the district network.
4. The use of district technology assets is limited to uses in support of district operations and business. These assets include district issued cell phones, laptops, cameras, multimedia devices, and other technology hardware owned by the district. These resources should never be used for personal gain.

#### **Discipline for Violation of Policy**

Employee conduct is dictated by Board policy. These policies extend into online and virtual environments. Some actions may violate federal, state and local laws. The district will cooperate fully with law enforcement in any cases that violate law.

1. The district will cooperate fully with local, state, or federal officials in any investigation concerning or relating to any illegal activities conducted through the district network system.
2. User access to the district network system and Internet will require the use of an account name and password to enable individual users to be identified. At no time is it authorized for an employee to use another person's account to account to access district resources.

**PERSONNEL**

**Employee Use of Technology**

3. In the event there is an allegation that an employee has violated this policy, an investigation will be conducted under the direction of the Superintendent or designee.

**Limitation of Liability**

1. The district will not guarantee that the functions or services provided through the district network or Internet service will be without error.
2. The district will not be responsible for any damage, including but not limited to loss of data, interruptions of service, or exposure to inappropriate material or people.
3. The district will not be responsible for the accuracy or quality of the information obtained through the system.
4. The district will not be responsible for financial obligations arising through the unauthorized use of the system.

## MODESTO CITY SCHOOLS

TO: Board of Education Regular Meeting

SUBJECT: Schedule of 2012-13 School Advisory Committee Meetings November 13, 2012

---

The following schedule is provided for information:

**Beard Elementary School Site Council/ELAC – 3:00 p.m. – Beard School Library**  
November 15, 2012      January 17, 2013      February 21, 2013      March 21, 2013  
April 25, 2013

**Bret Harte Elementary School Site Council – 3:30 p.m. – Bret Harte Conference Room**  
November 20, 2012      January 22, 2013      February 19, 2013      March 19, 2013

**Bret Harte Elementary ELAC – 2:45 p.m. – Bret Harte Conference Room**  
November 20, 2012      January 22, 2013      February 19, 2013      March 19, 2013

**Burbank Elementary School Site Council – 3:00 p.m. – Burbank Conference Room 11A**  
November 19, 2012      January 7, 2013      February 4, 2013      March 18, 2013  
April 15, 2013      May 20, 2013 (*Family Learning Center*)

**Burbank Elementary School ELAC – 9:00 a.m. – Burbank Conference Room 11A**  
January 10, 2013      March 14, 2013      May 20, 2013 (*Family Learning Center*)

**Burbank Elementary School Safety Committee – 3:00 p.m. – Burbank Conference Room 11A**  
December 3, 2012      March 4, 2013      May 20, 2013 (*Family Learning Center*)

**Davis High School Site Council – 3:30 p.m. – Davis High School Library**  
December 4, 2012      February 19, 2013      April 16, 2013

**Davis High School ELAC – 6:00 p.m. – Davis High School Library**  
November 27, 2012      February 5, 2013      April 9, 2013

**Davis High School Safety Committee – 2:15 p.m. – Davis High School Discipline Office**  
May 13, 2013

**Davis High School Injury Illness Committee – 1:15 p.m. – Davis High Supervision Office**  
November 15, 2012      January 17, 2013      March 14, 2013      April 25, 2013

**Downey High School ELAC Committee – 6:00 p.m. – Hanshaw Middle School Library**  
November 15, 2012      February 21, 2013      April 18, 2013

**Downey High School Site Council – 5:00 p.m. – Downey High School Library**  
November 14, 2012      January 16, 2013      March 20, 2013      May 8, 2013

**Elliott Alternative Education Center Site Council – 12:45 p.m. – Elliott Staff Room**  
November 20, 2012      January 15, 2013      February 19, 2013      March 5, 2013

**El Vista Elementary School Site Council – 5:00 p.m. – El Vista Rm. 24**  
November 6, 2012      February 5, 2013      March 5, 2013

**Enochs High School Site Council – 2:30 p.m. – Enoch Library/Reference Room**

November 8, 2012      February 21, 2013      May 2, 2013

**Enochs High School ELAC – 2:30 p.m. – Enoch Library/Reference Room**

November 14, 2012      February 27, 2013      May 8, 2013

**Enslin Elementary School Site Council – 3:00 p.m. – Enslin School Library**November 8, 2012      December 6, 2012      January 10, 2013      February 7, 2013  
March 7, 2013      April 11, 2013      May 2, 2013**Everett Elementary School Site Council – 3:00 p.m. – Everett School Library**

November 1, 2012      February 7, 2013      March 14, 2013

**Everett Elementary School ELAC – 3:00 p.m. – Everett School Library**

November 8, 2012      January 24, 2013      February 21, 2013      April 25, 2013

**Franklin School Site Council – 3:15 p.m. – Franklin Conference Room in Back of Library**

January 24, 2013      March 21, 2013

**Franklin School ELAC – 3:15 p.m. – Franklin Conference Room in Back of Library**

January 22, 2013      March 12, 2013

**Fremont Elementary School Site Council – 3:00 p.m. – Fremont School Room 12**

January 24, 2013      March 21, 2013      April 18, 2013

**Fremont Elementary School Safety Committee – 3:00 p.m. – Fremont School Room 12**

November 8, 2012      January 31, 2013      March 14, 2013

**Fremont Elementary School PTA – 6:00 p.m. – Fremont School Library**November 29, 2012      January 31, 2013      February 28, 2013      March 28, 2013  
April 25, 2013**Fremont Elementary School PAG (Open Plan) – 6:30 p.m. – Fremont School Cafeteria**November 20, 2012      January 15, 2013      February 19, 2013      March 19, 2013  
April 16, 2013      May 21, 2013**Garrison Elementary School Site Council – 3:00 p.m. – Garrison Library**

November 8, 2012      January 24, 2013      March 21, 2013      April 25, 2013

**Garrison Elementary ELAC – 3:00 p.m. – Garrison Library**

January 22, 2013      March 12, 2013      April 23, 2013

**Gregori High School Site Council – 3:00 p.m. – Gregori Building A Conference Room**

December 4, 2012      January 8, 2013      February 5, 2013      April 9, 2013

**Gregori High School ELAC – 7:00 p.m. – Gregori Library**November 7, 2012      December 5, 2012      February 6, 2013      April 10, 2013  
May 1, 2013**Gregori High School Safety Advisory Committee – 2:15 p.m. – Gregori Library**

November 5, 2012      March 4, 2013      May 6, 2013



**Gregori High School Injury Illness Committee – 1:15 p.m. – Gregori Library**

November 15, 2012	February 14, 2013	March 7, 2013	April 9, 2013
-------------------	-------------------	---------------	---------------

**Hanshaw Middle School Site Council – 3:15 p.m. – Hanshaw Library**

November 29, 2012	February 7, 2013	March 28, 2013	May 7, 2013
-------------------	------------------	----------------	-------------

**Hanshaw Middle School ELAC – 3:15 p.m. – Hanshaw Library**

November 13, 2012	January 29, 2013	March 26, 2013	May 2, 2013
-------------------	------------------	----------------	-------------

**Johansen High School Site Council – 2:15 p.m. – Career Center**

November 27, 2012	January 29, 2013	February 26, 2013	March 26, 2013
April 30, 2013			

**Johansen High School ELAC – 6:00 p.m. – Career Center**

November 1, 2012	January 21, 2013	February 21, 2013	April 25, 2013
------------------	------------------	-------------------	----------------

**Kirschen Elementary School Site Council – 3:00 p.m. – Kirschen Library**

November 15, 2012	February 21, 2013	March 21, 2013	April 25, 2013
-------------------	-------------------	----------------	----------------

**Kirschen Elementary ELAC – 3:00 p.m. – Kirschen Cafeteria**

November 1, 2012	February 7, 2013	April 4, 2013	
------------------	------------------	---------------	--

**Lakewood Elementary School Site Council – 3:15 p.m. – Lakewood Library**

November 1, 2012	May 2, 2013		
------------------	-------------	--	--

**Lakewood Elementary ELAC – 3:15 p.m. – Lakewood Library**

November 13, 2012	February 19, 2013	May 7, 2013	
-------------------	-------------------	-------------	--

*Note: Cancelled if voting rights are assigned to SSC*

**Lakewood Elementary School Safety Committee – 3:15 p.m. – Lakewood Library**

November 15, 2012	March 21, 2013		
-------------------	----------------	--	--

**La Loma Jr. High School Site Council – 8:00 a.m. – La Loma Rm. 15**

January 15, 2013	March 12, 2013	May 7, 2013	
------------------	----------------	-------------	--

**La Loma Jr. High School Safety Committee – 8:00 a.m. – La Loma Rm. 41**

March 21, 2013

**La Loma Jr. High School ELAC – La Loma Rm. 41 – Times posted next to each meeting**

November 8, 2012 – 3:30 p.m.	March 14, 2013 – 6:00 p.m.
April 30, 2013 – 3:30 p.m.	

**Mark Twain Junior High School Site Council – 4:00 p.m. – Mark Twain Library**

November 6, 2012	February 12, 2013	March 12, 2013	May 14, 2013
------------------	-------------------	----------------	--------------

**Mark Twain Junior High School ELAC – 5:00 p.m. – Mark Twain Library**

November 6, 2012	February 12, 2013	March 12, 2013	May 14, 2013
------------------	-------------------	----------------	--------------

**Marshall Elementary School Site Council – 3:00 p.m. – Marshall School Library**

November 27, 2012	February 7, 2013	April 9, 2013	June 14, 2013
-------------------	------------------	---------------	---------------

**Marshall Elementary ELAC – 3:00 p.m. – Marshall Staff Room**

November 15, 2012      January 31, 2013      March 26, 2013      June 18, 2013

**Marshall Elementary Site Safety Committee – 8:00 a.m. – Marshall VP's Office**

December 5, 2012      February 6, 2013      April 10, 2013

**Marshall Elementary Second Cup of Coffee – 9:00 a.m. – Marshall Staff Room**November 30, 2012      January 25, 2013      February 25, 2013      March 22, 2013  
April 26, 2013**Martone School Site Council – 3:00 p.m. – Martone School Library**

November 6, 2012      January 29, 2013      February 19, 2013      April 9, 2013

**Martone ELAC – 9:30 a.m. – Martone Cafeteria**

November 15, 2012      February 14, 2013      March 14, 2013

**MCS State & Federal DELAC – 6:00 p.m. – Staff Development Rms. 1 & 2**

November 8, 2012      January 19, 2013      March 19, 2013      June 11, 2013

**MCS State & Federal DAC – 6:00 p.m. – Staff Development Rms. 1 & 2**

November 15, 2012      January 31, 2013      March 26, 2013      June 13, 2013

**Modesto High School ELAC – 6:30 p.m. – Modesto High School Library**

November 27, 2012      March 5, 2013      April 30, 2013

**Modesto High School Safety Advisory Committee – 3:00 p.m. – MHS Conference Rm. 1**

April 24, 2013

**Modesto High Injury Illness Committee – 9:00 a.m. – MHS Custodian's Office**

November 14, 2012      February 6, 2013      March 13, 2013

**Muir Elementary School Site Council and ELAC – 3:00 p.m. – Muir Library**

November 27, 2012      January 22, 2013      March 26, 2013      May 14, 2013

**Robertson Road School Site Council – 3:15 p.m. – Robertson Road Library**

December 12, 2012      February 13, 2013

**Robertson Road School Site Council – 9:00 a.m. – Robertson Road Cafeteria**November 9, 2012      January 25, 2013      February 22, 2013      March 15, 2013  
April 17, 2013**Roosevelt Junior High School Site Council – 3:30 p.m. – Roosevelt School Library**

December 4, 2012      February 5, 2013      April 16, 2013

**Roosevelt Junior High School ELAC – 5:30 p.m. – Roosevelt School Library**

December 4, 2012      February 5, 2013      April 16, 2013

**Roosevelt Junior High School Safety Committee – 3:30 p.m. – Roosevelt School Library**

TBA

**Rose Avenue School Site Council – 3:00 p.m. – Rose Avenue Office Conference Room**

November 27, 2012      January 22, 2013      March 12, 2013

**Special Education Community Advisory Committee – 6:00 p.m. – MCS Staff Dev. Ctr. 1**

November 7, 2012      December 5, 2012      February 6, 2013      March 6, 2013  
April 10, 2013      June 5, 2013

**Sonoma Elementary School Site Council – 3:15 p.m. – Sonoma School Library**

January 22, 2013      March 19, 2013

**Tuolumne Elementary School Site Council – 2:50 p.m. – Tuolumne School Rm. 23**

November 8, 2012      February 7, 2013      March 14, 2013      April 11, 2013  
May 16, 2013

**Tuolumne Elementary ELAC – 2:50 p.m. – Tuolumne School Rm. 23**

November 6, 2012      January 1, 2013      March 26, 2013      April 23, 2013

**Tuolumne Elementary Safety Committee – 2:50 p.m. – Tuolumne School Rm. 23**

December 4, 2012      March 12, 2013

**Wilson Elementary School Site Council – 3:00 p.m. – Wilson School Library**

November 8, 2012      January 10, 2013      March 7, 2013      May 9, 2013

**Wilson Elementary ELAC – 4:00 p.m. – Wilson School Library**

November 8, 2012      January 10, 2013      March 7, 2013      May 9, 2013

**Wright Elementary School Site Council – 2:45 p.m. – Wright School Rm. 9**

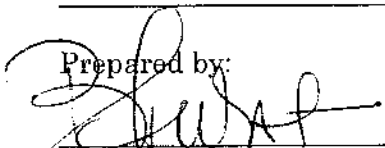
December 6, 2012      February 21, 2013      April 25, 2013

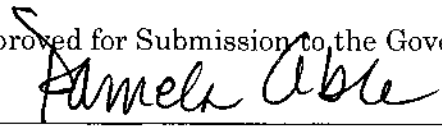
**Wright Elementary ELAC – 10:00 a.m. – Wright School Cafeteria**

November 16, 2012      February 15, 2013      April 19, 2013

**Wright Elementary School Site Council – 2:45 p.m. – Wright School Rm. 9**

December 5, 2012      February 7, 2013      May 2, 2013

Prepared by:  
  
Beckie Hurst  
Secretary

Approved for Submission to the Governing Board by:  
  
Pamela Able  
Superintendent