OFFICE OF THE SUPERINTENDENT

MEETING OF THE BOARD OF EDUCATION
WEDNESDAY, FEBRUARY 5, 2020
1515 Hughes Way, Long Beach, CA 90810

A G E N D A

OPEN SESSION – 2:45 p.m., Room 464
ORDER OF BUSINESS
1. Call to Order
2. Announcements
   In accordance with California Government Code Section 54950 and following, the various matters to be considered in Closed Session today will be announced.
3. Public comments on items listed on the Closed Session agenda.

CLOSED SESSION – Room 464
4. Student Discipline Matters Pursuant to CA Education Code Section 48900 and following
5. Confidential Student Matters Pursuant to CA Education Code Section 35146
6. Public Employee Discipline/Dismissal/Release
7. Public Employee Performance Evaluation: Superintendent of Schools
8. Public Employee Appointment: Elementary School Principal, Elementary School Vice Principal, Middle/K-8 School Principal, Middle/K-8 School Assistant Principal, High School Principal, High School Principal of Instruction, High School Assistant Principal, Principal Coach, Head Counselor, Mentoring Supervisor, Early Learning Center Manager, Director, Assistant Director, Program Specialist, Program Administrator, Administrative Assistant, Executive Officer, Assistant Superintendent, Deputy Superintendent, Superintendent of Schools
9. Conference with Legal Counsel--Anticipated Litigation
   Initiation of litigation pursuant to paragraph (4) of subdivision (d) of CA Government Code Section 54956.9 (Number of cases: 1)
   Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Government Code Section 54956.9 (Number of cases: 3)
10. Conference with Legal Counsel--Existing Litigation
    Pursuant to paragraph (1) of subdivision (d) of CA Government Code Section 54956.9, Case Nos. LBI 1601989, 1602387, 2:19-cv-01139, 2019070907, 19-CV-02958-DSF, 2019070144, BC697290, 010838, 020671, 040204, 05A04000155, 06A04000582 and 13520691
12. Hearing of Complaints or Charges Brought Against an Employee by Another Person or Employee Pursuant to Government Code Section 54957 for the following positions: Classroom Teachers, School Site Administrators, School Site Classified Employees. (Subject to 24 Hour Prior Notice to the Employee. This item may be heard in open session during this time period should the employee so choose pursuant to Section 54957.)

OPEN SESSION – 5:00 p.m., Community Room
ORDER OF BUSINESS            SUBJECT            DISPOSITION

13. Pledge of Allegiance and Call to Order

14. In accordance with California Government Code Section 54957.7, the reports required of 54957.1 regarding actions taken in Closed Session will be made in writing at this time. The written report forms will continue to be made available upon request to the Assistant Secretary of the Board of Education.
<p>| | | | |</p>
<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>15.</td>
<td>Public Hearing</td>
<td>None</td>
<td>Information</td>
</tr>
<tr>
<td>16.</td>
<td>Call for Agenda Items for Separate Action/Adoption of the Agenda as Posted</td>
<td></td>
<td>Action</td>
</tr>
<tr>
<td>17.</td>
<td>Approval of Minutes</td>
<td>January 22, 2020</td>
<td>Action</td>
</tr>
<tr>
<td>18.</td>
<td>Communications</td>
<td>Recognition of Retirees</td>
<td>Information</td>
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<tr>
<td>19.</td>
<td>Public Testimony on Items Listed on Agenda</td>
<td>(3 mins./Person, limit of 30 minutes – if translation is needed, time is doubled)</td>
<td>Information</td>
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<tr>
<td>20.</td>
<td>Staff Report</td>
<td>None</td>
<td>Information</td>
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<tr>
<td>21.</td>
<td>Public Testimony on Items Not Listed on Agenda</td>
<td>(3 mins./Person, limit of 30 minutes – if translation is needed, time is doubled)</td>
<td>Information</td>
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<td>22.</td>
<td>Business Items</td>
<td>Action Items</td>
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<td>Personnel</td>
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<td>Instruction</td>
<td>Action</td>
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<td>Finance Report A</td>
<td>Action</td>
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<td></td>
<td></td>
<td>Finance Report B</td>
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<td>Business Department Report</td>
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<td>Purchasing &amp; Contracts Report</td>
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<td>23.</td>
<td>Other Items</td>
<td>Superintendent Items</td>
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<td>Student Discipline</td>
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<td>Administrative Assignments</td>
<td>Action</td>
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<td>24.</td>
<td>Unfinished Business</td>
<td>None</td>
<td>Information/Action</td>
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<tr>
<td>25.</td>
<td>New Business</td>
<td>Board Policy 1312.3, Uniform Complaint Procedures</td>
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<td>Board Policy 5030, Student Wellness</td>
<td>Action</td>
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<td></td>
<td></td>
<td>Updated Educational Specifications</td>
<td>Action</td>
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<td></td>
<td></td>
<td>Selection of New Superintendent of Schools</td>
<td>Information</td>
</tr>
<tr>
<td>26.</td>
<td>Report of Board Members</td>
<td></td>
<td>Information</td>
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<td>27.</td>
<td>Superintendent’s Report</td>
<td></td>
<td>Information</td>
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<tr>
<td>28.</td>
<td>Announcements</td>
<td></td>
<td>Information</td>
</tr>
<tr>
<td>29.</td>
<td>Adjournment &amp; Setting of Next Meeting</td>
<td>The next regular business meeting will be held on <strong>THURSDAY, FEBRUARY 20, 2020.</strong></td>
<td>Information/Action</td>
</tr>
</tbody>
</table>

**ACCESS TO PUBLIC DOCUMENTS**

Public records related to the open session agenda that are distributed to the Governing Board less than 72 hours before a regular meeting, may be inspected by the public at the Board of Education Office at 1515 Hughes Way, Long Beach, CA 90810, during regular business hours (8:00 a.m. to 4:40 p.m.).

**REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY**

Any individual with a disability who requires reasonable accommodation to participate in a Board meeting may request assistance by contacting the Board of Education Office, 1515 Hughes Way, Long Beach, CA 90810; telephone: (562) 997-8240; fax: (562) 997-8280.
The following employees are retiring after many years of loyal service to the district. The Superintendent recommends that letters of appreciation be written to them in recognition of their service.

1. **Certificated Personnel**

   It is recommended that the certificated personnel transactions indicated on the personnel report be approved as listed.

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Location</th>
<th>Years of Service</th>
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</thead>
<tbody>
<tr>
<td>Bagley, Patricia</td>
<td>Teacher</td>
<td>Dooley</td>
<td>25</td>
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<tr>
<td>Bethel, Wendy</td>
<td>Teacher</td>
<td>Gompers</td>
<td>39</td>
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<tr>
<td>Hernandez, Denise</td>
<td>Teacher</td>
<td>Dooley</td>
<td>33</td>
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<tr>
<td>Scotto, Pamela</td>
<td>Teacher</td>
<td>Hoover</td>
<td>22</td>
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</table>

2. **Classified Personnel**

   It is recommended that the classified personnel transactions indicated on the personnel report be approved as listed.

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Location</th>
<th>Years of Service</th>
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</thead>
<tbody>
<tr>
<td>Collins, Toni</td>
<td>Int Nutr Svcs Wkr</td>
<td>Millikan</td>
<td>22</td>
</tr>
<tr>
<td>Correa, Maria</td>
<td>Nutr Svcs Wkr</td>
<td>Hudson</td>
<td>17</td>
</tr>
<tr>
<td>De Los Reyes, Inocencia</td>
<td>Custodian</td>
<td>Birney</td>
<td>21</td>
</tr>
<tr>
<td>Epps, Diane</td>
<td>Sr Office Asst</td>
<td>Accounting</td>
<td>19</td>
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<tr>
<td>Flores, Maria E.</td>
<td>IA-Intensive Read Clinic</td>
<td>Cabrillo</td>
<td>43</td>
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<tr>
<td>Fluckers, Victor</td>
<td>CDC Guidance Specialist</td>
<td>CDC</td>
<td>30</td>
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<tr>
<td>Guria, David</td>
<td>Plant Spv I</td>
<td>Longfellow</td>
<td>21</td>
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<tr>
<td>Hanson, Malina</td>
<td>Inter Office Asst</td>
<td>Operations</td>
<td>20</td>
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<td>Howard, Annette</td>
<td>Custodian Asst</td>
<td>CDC</td>
<td>33</td>
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<td>Woodson, Claudia</td>
<td>Nutr Svcs Wkr</td>
<td>Garfield</td>
<td>15</td>
</tr>
</tbody>
</table>
The Assistant Superintendent of Human Resource Services recommends the following proposed actions for Board approval subject to requirements of California law:

APPOINTMENTS

TO

- Felder, Tosha Special Contract Teacher N-McBride
- Medina, Valerie " N-Lindsey
- Perez, Astrid " N-Buffum
- Boyle, Kelli Special Contract Hourly Teacher N-Buffum
- Bieloszabski, Deanna Special Contract Hourly Psychologist N-Tucker

Subject to separation if no substitute service for the school year:

- Burg, Gary Day to Day Substitute Teacher Retiree
- Castillo, Evelyn " Retiree
- Lynn, Rebecca " Retiree
- Martin, Cheryl " Retiree
- Mata, Rosemarie " Retiree
- Mendoza, Mia " Retiree
- Mutakabbir, Riyadah " Retiree
- Paulos, Julia " Retiree
- Reid, Denise " Retiree

LEAVES OF ABSENCE

NAME ASSIGNMENT DATES OF LEAVE
Cruz, Melissa Associate Teacher Educare 12/11/19 to 01/10/20 Family Medical Leave

RESIGNATIONS (BOARD POLICY 4117.2)

NAME ASSIGNMENT DATE OF EMPLOYMENT DATE OF RESIGNATION
Clark, Barbara Teacher 08/23/00 01/10/20
Re-Employment List
McAdam, Star Teacher 08/27/19 01/21/20 Franklin
RESIGNATIONS (BOARD POLICY 4117.2)

<table>
<thead>
<tr>
<th>NAME</th>
<th>ASSIGNMENT</th>
<th>DATE OF EMPLOYMENT</th>
<th>DATE OF RESIGNATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oliver, Italia</td>
<td>Teacher Re-Employment List</td>
<td>07/10/00</td>
<td>01/13/20</td>
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RETIREMENTS

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<tr>
<th>NAME</th>
<th>ASSIGNMENT</th>
<th>DATE OF EMPLOYMENT</th>
<th>DATE OF RETIREMENT</th>
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<tr>
<td>Bagley, Patricia</td>
<td>Teacher Dooley</td>
<td>11/27/95</td>
<td>06/12/20</td>
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<tr>
<td>Bethel, Wendy</td>
<td>Teacher Gompers</td>
<td>09/14/81</td>
<td>03/01/20</td>
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<tr>
<td>Hernandez, Denise</td>
<td>Teacher Dooley</td>
<td>07/01/92</td>
<td>06/12/20</td>
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<tr>
<td>Scotto, Pamela</td>
<td>Teacher Hoover</td>
<td>07/01/97</td>
<td>06/12/20</td>
</tr>
</tbody>
</table>

AMENDMENTS

11/06/19 BA Amend Leave of Absence end date from 06/12/20 to 01/31/20 for Ta, Jessica. 01/08/20 BA Amend Leave of Absence start date from 12/23/19 to 11/13/19 for Murray, Marybeth.
The Assistant Superintendent, of Human Resource Services, recommends the following proposed actions for Board approval subject to requirements of California law:

**APPOINTMENTS TO**

**Classified - Probationary**

Camacho, Erika  
Rec Aide  
N-Signal Hill

Subject to separation if no substitute service for the school year

Armijo, Thomas A  
Day to Day Substitute Custodian

Andrade, Maribel  
Day to Day Substitute Nutrition Services Worker

Esparza, Mason A  
Day to Day Substitute Recreation Aide

**Exempt**

Murphy, Jacob M  
Cafeteria Student Assistant

Timmons, Jennifer N  
“  
Timmons, Jennifer N  
“  
Varela, Maximiliano G  
“  
Wilson, Amenhotep G  
“  

**Exempt**

**College Student Aide**

As needed, not to exceed 18 hours per week, with no authorization to work during the intersession & winter/spring break, subject to certification.

NONE
APPOINTMENTS

Exempt

College Student Aide Kids’ Club

As needed, not to exceed 18 hours per week, with no authorization to work during the intersession & winter/spring break, subject to certification.

NONE

LEAVES OF ABSENCE

<table>
<thead>
<tr>
<th>NAME</th>
<th>ASSIGNMENT</th>
<th>DATES OF LEAVE</th>
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<tbody>
<tr>
<td>Alex, Aisha N</td>
<td>HR Asst</td>
<td>02/28/20 to 03/06/20 Rest and Recreation</td>
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<td>Pers Comm</td>
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<tr>
<td>Banuelos, Elizabeth</td>
<td>Nutr Svcs Spv II Tincher</td>
<td>01/17/20 to 01/23/20 Other</td>
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<tr>
<td>Carino, Frankie F</td>
<td>Int Nutr Svcs Wkr</td>
<td>03/25/20 to 04/17/20 Other</td>
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<td>Nutr Svcs</td>
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<td>Chavis, Gabriela</td>
<td>Inter Office Asst-Sch Bl Sp Hoover</td>
<td>12/09/19 to 03/02/20 FMLA</td>
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<td>Hen, Phola</td>
<td>Nutr Svcs Wkr Smith</td>
<td>01/09/20 to 01/27/20 Rest and Recuperation</td>
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<td>Maldonado, Lizeth G</td>
<td>IA-Spec Signal Hill</td>
<td>01/22/20, 01/27/20, 01/29/20, 02/03/20, 02/05/20, 02/12/20, 02/19/20, 02/24/20, 02/26/20 Study</td>
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<tr>
<td>Ortiz, Vanessa</td>
<td>HR Tech Pers Comm</td>
<td>12/30/19 to 12/31/19 Other</td>
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<td>Sherman, Phyllis A</td>
<td>Int Nutr Svcs Wkr Nutr Svcs</td>
<td>01/09/20 Other</td>
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<tr>
<td>Thompson, Kenyetta L</td>
<td>Health Asst Nurs Svcs</td>
<td>01/14/20 to 03/02/20 Other</td>
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DEMOTION

In accordance with Chapter VII, Section 7.2, Paragraph B, and Chapter XI, Section 11.1, Paragraph 11 of the Rules and Regulations of the Classified Service.

<table>
<thead>
<tr>
<th>NAME</th>
<th>ASSIGNMENT</th>
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<tbody>
<tr>
<td>E 0016140 6</td>
<td>Computer Supp Tech</td>
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ABANDONMENT OF POSITION

In accordance with Section 9.1, Paragraph D, of the Rules and Regulations of the Classified Service. Close of work on date indicated.

Permanent

<table>
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<tbody>
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<td>E 0066838 7</td>
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TERMINATION OF SERVICE

Dismissal – pursuant to Chapter XI, Section 11.1 (8) of the Rules and Regulations of the Classified Service. Close of work on date indicated.

Probationary

<table>
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<tbody>
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<td>E 0066193 5</td>
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RESIGNATIONS (BOARD POLICY 4117.2)

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<th>DATE OF RESIGNATION</th>
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<td>Felix, Larizza G</td>
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<td>11/04/19</td>
<td>01/24/20</td>
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<td>Newcomb</td>
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<tr>
<td>Morm, Romany I</td>
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<td>01/16/20</td>
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<tr>
<td>Benjamin, Victoria L</td>
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<td>Dela Cruz, Elenita V</td>
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<td>01/13/20</td>
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<td>Delgadillo, Raquel</td>
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<td>01/16/20</td>
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<tr>
<td>Melena Cisneros, Marisol</td>
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<td>03/23/20</td>
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<td>Sanchez, Silvia</td>
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# RESIGNATIONS (BOARD POLICY 4117.2)

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<th>ASSIGNMENT</th>
<th>DATE OF EMPLOYMENT</th>
<th>DATE OF RESIGNATION</th>
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<tr>
<td>Schipske, David A</td>
<td>IA-Spec Polytechnic</td>
<td>11/01/12</td>
<td>01/08/20</td>
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<tr>
<td>Smith, Latrice R</td>
<td>IA-Spec Franklin</td>
<td>04/03/17</td>
<td>01/31/20</td>
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<tr>
<td>Vergara, Emery M</td>
<td>IA-Spec Rogers</td>
<td>06/04/18</td>
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# RETIREMENTS

<table>
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<tr>
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<th>ASSIGNMENT</th>
<th>DATE OF EMPLOYMENT</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Collins, Toni M</td>
<td>Int Nutr Svcs Wkrs Millikan</td>
<td>09/02/97</td>
<td>02/14/20</td>
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<tr>
<td>Correa, Maria A</td>
<td>Nutr Svcs Wkr Hudson</td>
<td>11/19/02</td>
<td>06/12/20</td>
</tr>
<tr>
<td>De Los Reyes, Inocencio L</td>
<td>Custodian Birney</td>
<td>12/21/98</td>
<td>12/27/19</td>
</tr>
<tr>
<td>Epps, Diane T</td>
<td>Sr Office Asst Accounting</td>
<td>08/01/00</td>
<td>03/05/20</td>
</tr>
<tr>
<td>Flores, Maria E</td>
<td>IA-Intensive Reading Clinic Cabrillo</td>
<td>01/03/77</td>
<td>03/22/20</td>
</tr>
<tr>
<td>Fluckers, Victor M</td>
<td>CDC Guidance Specialist CDC</td>
<td>01/18/90</td>
<td>02/20/20</td>
</tr>
<tr>
<td>Guria, David K</td>
<td>Plant Spv I Longfellow</td>
<td>03/04/98</td>
<td>01/24/20</td>
</tr>
<tr>
<td>Hanson, Malina F</td>
<td>Inter Office Asst Operations</td>
<td>06/28/99</td>
<td>01/06/20</td>
</tr>
<tr>
<td>Howard, Annette</td>
<td>Custodian Asst CDC</td>
<td>08/02/80</td>
<td>01/30/20</td>
</tr>
<tr>
<td>McGee, Penny-Jane</td>
<td>Elem Sch Office Spv Stevenson</td>
<td>11/04/13</td>
<td>01/30/20</td>
</tr>
</tbody>
</table>
## Classified and Exempt

### RETIREMENTS

<table>
<thead>
<tr>
<th>NAME</th>
<th>ASSIGNMENT</th>
<th>DATE OF EMPLOYMENT</th>
<th>DATE OF RETIREMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Woodson, Claudia</td>
<td>Nutr Svcs Wkr</td>
<td>04/19/04</td>
<td>01/17/20</td>
</tr>
<tr>
<td></td>
<td>Garfield</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### AMENDMENTS

01/08/20 BA Amend Resignation date for Brunner, Marisa from 11/04/19 to 11/03/19.

09/18/19 BA Amend Retirement date for Derby, Grace from 11/30/19 to 11/29/19.
1. **APPROVE SCHOOL PLANS FOR STUDENT ACHIEVEMENT FOR 2019-2020**

Approve the *School Plan for Student Achievement* (SPSA) for **Prisk, Whittier, and Willard Elementary Schools; Marshall Middle School; and Jordan High School**. Each plan has been developed and approved by the site’s School Site Council and contains the components of effective planning based on student needs, assessment data, use of staff, parent involvement, and allocation of resources. Each plan has been reviewed by Equity, Access, and College & Career Readiness staff for compliance. The schools’ approved SPSA for the 2019-2020 school year will also serve as an interim plan until the following school year’s SPSA is revised and approved. The funding for all programs and personnel outlined in these SPSAs is reflective of the current fiscal year only.

Prepared by
James Suarez, Assistant Director
Equity, Access, and College & Career Readiness

Approved and Recommended by
Christopher J. Steinhauser
Superintendent of Schools

Jill Baker
Deputy Superintendent of Schools

Ruth Ashley
Deputy Superintendent of Education Services

Pamela Seki, Assistant Superintendent
Curriculum, Instruction, Professional Development

Jay Camerino, Assistant Superintendent
High Schools

Chris Lund, Assistant Superintendent
Middle and K-8 Schools

Brian Moskovitz, Assistant Superintendent
Elementary Schools
1. Ratify Salary Warrants issued on January 10, 2020 and transfer of funds to Payroll Clearance Fund to cover deductions as follows:

<table>
<thead>
<tr>
<th>Fund</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund</td>
<td>$ 836,593.53</td>
</tr>
<tr>
<td>Adult Education Fund</td>
<td>2,036.65</td>
</tr>
<tr>
<td>Child Development Fund</td>
<td>52,889.99</td>
</tr>
<tr>
<td>Cafeteria Special Revenue Fund</td>
<td>88,451.42</td>
</tr>
<tr>
<td>Building Fund</td>
<td>3,891.97</td>
</tr>
</tbody>
</table>

TOTAL SALARY WARRANTS ISSUED .......................................................... $ 983,863.56

2. Ratify Salary Warrants issued on January 15, 2020 and transfer of funds to Payroll Clearance Fund to cover deductions as follows:

Salary Advance .......................................................... $ 4,140,042.00

TOTAL SALARY WARRANTS ISSUED .......................................................... $ 4,140,042.00

3. Ratify the execution and issuance of the warrants included in the following listing. Individual warrant listings are included in the agenda and available under separate cover.

<table>
<thead>
<tr>
<th>Date</th>
<th>Warrant Numbers</th>
</tr>
</thead>
<tbody>
<tr>
<td>01/01/20 - 01/15/20</td>
<td>F57646 - F57706</td>
</tr>
<tr>
<td>01/09/20</td>
<td>00499684-00499685</td>
</tr>
<tr>
<td>01/02/20</td>
<td>25669754-25669789</td>
</tr>
<tr>
<td>01/03/20</td>
<td>00499744-00499745</td>
</tr>
<tr>
<td>01/03/20</td>
<td>25670849-25670899</td>
</tr>
<tr>
<td>01/06/20</td>
<td>00499848-00499849</td>
</tr>
<tr>
<td>01/06/20</td>
<td>25671724-25671818</td>
</tr>
<tr>
<td>01/07/20</td>
<td>00500207-00500207</td>
</tr>
<tr>
<td>01/07/20</td>
<td>25672888-25672958</td>
</tr>
<tr>
<td>01/08/20</td>
<td>00500501-00500505</td>
</tr>
<tr>
<td>01/08/20</td>
<td>25674347-25674402</td>
</tr>
<tr>
<td>01/09/20</td>
<td>00499684-00499685</td>
</tr>
<tr>
<td>01/09/20</td>
<td>25679849-25679941</td>
</tr>
<tr>
<td>01/10/20</td>
<td>25683419-25683486</td>
</tr>
<tr>
<td>01/13/20</td>
<td>25685565-25685790</td>
</tr>
<tr>
<td>01/14/20</td>
<td>00501676</td>
</tr>
<tr>
<td>01/14/20</td>
<td>25687743-25687812</td>
</tr>
<tr>
<td>01/15/20</td>
<td>00501773</td>
</tr>
<tr>
<td>01/15/20</td>
<td>25689717-25689811</td>
</tr>
<tr>
<td>01/15/20</td>
<td>25679849-25679941</td>
</tr>
<tr>
<td>01/15/20</td>
<td>25683419-25683486</td>
</tr>
<tr>
<td>01/15/20</td>
<td>25685565-25685790</td>
</tr>
<tr>
<td>01/15/20</td>
<td>25687743-25687812</td>
</tr>
<tr>
<td>01/15/20</td>
<td>25689717-25689811</td>
</tr>
</tbody>
</table>

Ratify the execution and issuance of the warrants included in the following listing. Individual warrant listings are included in the agenda and available under separate cover.
Funds

<table>
<thead>
<tr>
<th>Fund</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund</td>
<td>$6,299,684.07</td>
</tr>
<tr>
<td>Adult Education Fund</td>
<td>7,495.49</td>
</tr>
<tr>
<td>Child Development Fund</td>
<td>47,509.09</td>
</tr>
<tr>
<td>Cafeteria Special Revenue Fund</td>
<td>1,417,933.99</td>
</tr>
<tr>
<td>Building Fund</td>
<td>1,929,267.22</td>
</tr>
<tr>
<td>Self-Insurance Fund</td>
<td>3,534,827.83</td>
</tr>
<tr>
<td>Warrant/Pass Through Fund</td>
<td>2,791,043.04</td>
</tr>
</tbody>
</table>

TOTAL WARRANTS ISSUED ........................................................................... $16,027,760.73

Recommendation

Approve/Ratify the above listed items.

Approved:                         Approved and Recommended:

Yumi Takahashi                    Christopher J. Steinhauser
Chief Business and Financial Officer Superintendent of Schools
CONSENT ITEM

BOARD OF EDUCATION
LONG BEACH UNIFIED SCHOOL DISTRICT

SUBJECT: Finance Report B

Enclosures

CATEGORY: Business Items

Reason for Board Consideration: Action

Fiscal Services

Date: February 5, 2020

1. Ratify the execution and issuance of the warrants included in the following listing. Individual warrant listings are included in the agenda and available under separate cover.

   01/06/20  25671819
   01/09/20  25679942
   01/15/20  25689771

   Building Fund $ 3,543,063.13

   TOTAL WARRANTS ISSUED .................................................. $ 3,543,063.13

Recommendation

Approve/Ratify the above listed items.

Approved: Approved and Recommended:

Yumi Takahashi Christopher J. Steinhauser
Chief Business and Financial Officer Superintendent of Schools
CONSENT ITEM

BOARD OF EDUCATION
LONG BEACH UNIFIED SCHOOL DISTRICT

SUBJECT: Business Department Report

CATEGORY: Business Items

Reason for Board Consideration: Action

Business Department

Date February 5, 2020

Approve Proposals: Approve the following Board Initiative Proposal(s):

1. Project: Provide funds for the installation of a new weight room at Millikan High School.
   LCAP Target Area(s) Addressed: School Climate and Other Student Outcomes.
   Estimated Cost: $10,000

2. Project: Provide funds for the purchase of a Chromebook cart for the Physical Education department at Millikan High School.
   LCAP Target Area(s) Addressed: Student Interventions, Student Engagement, School Climate and Access to a Broad Curriculum.
   Estimated Cost: $15,000

   LCAP Target Area(s) Addressed: Student Climate and Parent Involvement.
   Estimated Cost: $10,000

4. Project: Provide funds for 1) engineering projects and hands-on science lessons for the Femineer program ($5,000); 2) the TK/K-1 Special Education program ($1,000) at Whittier Elementary School.
   LCAP Target Area(s) Addressed: Student Interventions, Student Engagement and Access to a Broad Curriculum.
   Estimated Cost: $6,000

Accept Gifts: Accept the following gifts to the District:

<table>
<thead>
<tr>
<th>Site Name</th>
<th>Donor</th>
<th>Gift</th>
<th>Purpose</th>
<th>Amount or Amount Est. by Donor</th>
</tr>
</thead>
<tbody>
<tr>
<td>5. Addams</td>
<td>Box Tops for Education</td>
<td>Monetary</td>
<td>For the benefit of the students and staff.</td>
<td>$143.70</td>
</tr>
<tr>
<td>6. Bethune</td>
<td>Lakewood Village Community Church</td>
<td>Monetary</td>
<td>For supporting homeless education throughout the District through the Bethune Transitional Center.</td>
<td>$375.00</td>
</tr>
<tr>
<td>7. Bethune</td>
<td>Thomas Sopp</td>
<td>20 jackets and beanies</td>
<td>For supporting homeless education throughout the District through the Bethune Transitional Center.</td>
<td>$400.00</td>
</tr>
<tr>
<td>Site Name</td>
<td>Donor</td>
<td>Gift</td>
<td>Purpose</td>
<td>Amount or Amount Est. by Donor</td>
</tr>
<tr>
<td>----------</td>
<td>-------</td>
<td>------------</td>
<td>-------------------------------------------------------------------------</td>
<td>-------------------------------</td>
</tr>
<tr>
<td>8. Burcham</td>
<td>Burcham PTA</td>
<td>Monetary</td>
<td>For the purchase and installation of picnic tables and benches.</td>
<td>$7,157.94</td>
</tr>
<tr>
<td>9. Cleveland</td>
<td>Shannon Morris</td>
<td>Monetary</td>
<td>Funding for a mural.</td>
<td>$862.50</td>
</tr>
<tr>
<td>10. Cubberley</td>
<td>Cubberley School Foundation Inc.</td>
<td>Monetary</td>
<td>Funding for school carnival.</td>
<td>$258.19</td>
</tr>
<tr>
<td>11. Edison</td>
<td>Smart &amp; Final Charitable Foundation</td>
<td>Monetary</td>
<td>For the benefit of the students and staff.</td>
<td>$500.00</td>
</tr>
<tr>
<td>12. Edison</td>
<td>Hoonigan Industries LLC</td>
<td>Monetary</td>
<td>For the benefit of the students and staff.</td>
<td>$16,339.91</td>
</tr>
<tr>
<td>13. Garfield</td>
<td>Garfield PTO</td>
<td>Monetary</td>
<td>For the benefit of the students and staff.</td>
<td>$1,200.00</td>
</tr>
<tr>
<td>14. Hamilton</td>
<td>Long Beach Community Foundation</td>
<td>Monetary</td>
<td>Funding for student lunches.</td>
<td>$200.00</td>
</tr>
<tr>
<td>15. Lafayette</td>
<td>Studio 1 Distinctive Portraiture</td>
<td>Monetary</td>
<td>For the benefit of the students and staff.</td>
<td>$500.00</td>
</tr>
<tr>
<td>16. Lafayette</td>
<td>Lafayette Booster Club</td>
<td>Monetary</td>
<td>For the benefit of the students and staff.</td>
<td>$500.00</td>
</tr>
<tr>
<td>17. Lindsey</td>
<td>Calisse Lindsey</td>
<td>Physical Education Equipment</td>
<td>For the benefit of the students and staff.</td>
<td>$500.00</td>
</tr>
<tr>
<td>18. Newcomb</td>
<td>Newcomb Academy PTSA</td>
<td>Monetary</td>
<td>Funding for field trips.</td>
<td>$15,000.00</td>
</tr>
<tr>
<td>19. Oropeza</td>
<td>Mona L. Brown</td>
<td>Monetary</td>
<td>For the benefit of the students and staff.</td>
<td>$300.00</td>
</tr>
<tr>
<td>20. Powell</td>
<td>Long Beach Community Foundation</td>
<td>Monetary</td>
<td>Funding for student lunches.</td>
<td>$325.00</td>
</tr>
<tr>
<td>21. Powell</td>
<td>Industrial Valco Inc.</td>
<td>Monetary</td>
<td>For the benefit of the students and staff.</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>22. Prisk</td>
<td>Gina Bonetati-Callowy</td>
<td>Monetary</td>
<td>Funding for field trip.</td>
<td>$320.00</td>
</tr>
<tr>
<td>Site Name</td>
<td>Donor</td>
<td>Gift</td>
<td>Purpose</td>
<td>Amount or Amount Est. by Donor</td>
</tr>
<tr>
<td>-----------</td>
<td>------------------------------</td>
<td>------------</td>
<td>------------------------------------------------</td>
<td>------------------------------</td>
</tr>
<tr>
<td>23. Signal Hill</td>
<td>Cynthia Finley</td>
<td>Smart Board</td>
<td>For the benefit of the students and staff.</td>
<td>$5,063.99</td>
</tr>
<tr>
<td>24. Tucker</td>
<td>Various Donors</td>
<td>Monetary</td>
<td>For the benefit of the foster youth unit.</td>
<td>$522.17</td>
</tr>
<tr>
<td>25. Wilson</td>
<td>Oceanographic Teaching Stations, Inc.</td>
<td>Monetary</td>
<td>Funding for field trip.</td>
<td>$355.00</td>
</tr>
</tbody>
</table>

**Gifts Total**

- Total amount of monetary gifts on this report: $45,859.41
- Total value of non-monetary gifts on this report: $5,963.99

**Recommendation:**

Approve the items listed above.

Approved: Yumi Takahashi  
Approved and Recommended: Christopher J. Steinhauser  
Chief Business and Financial Officer  
Superintendent of Schools
CONSENT ITEM

BOARD OF EDUCATION
LONG BEACH UNIFIED SCHOOL DISTRICT

SUBJECT: Purchasing & Contracts Report

Enclosures ______________

CATEGORY: Business Items
Reason for Board Consideration ______ Action

Purchasing & Contracts

Date ______ February 5, 2020

Contract Report

The following contracts are submitted for approval and available upon request:

New Agreements and Renewals - General

1. Agreement: California Conference for Equality and Justice (1920-0417-00)
   Purpose: To provide the Building Bridges Youth Human Relations Camp for selected students at Reid High School.
   Term: 9/26/2019 - 6/30/2020
   Type: New Agreement
   Cost: To be a maximum of $1,650
   Originator: Reid
   Funding Source: ESSA: Title I, Part A, Basic Grants Low-Income and Neglected

2. Agreement: California Conference for Equality and Justice (1920-0430-00)
   Purpose: To provide Restorative Dialogue and Trauma Sensitivity training for selected staff at Bancroft Middle School.
   Term: 12/1/2019 - 3/15/2020
   Type: New Agreement
   Cost: To be a maximum of $4,780
   Originator: Bancroft
   Funding Source: General Fund

3. Agreement: Irma Garcia Del Rio (1920-0428-00)
   Purpose: To provide parent training and workshops for the Migrant Education School Readiness Program during the Saturday School Program at Roosevelt Elementary School.
   Term: 1/11/2020 - 6/30/2020
   Type: New Agreement
   Cost: To be a maximum of $880
   Originator: Migrant Education
   Funding Source: ESSA: Title I, Part C, Migrant Education (MESRP)
4. Agreement: Inspection Service of CA, Inc. dba BPI Inspection Services (1920-0354-00)
Purpose: To provide construction inspection services for the 21 solar projects District-wide.
Term: 2/1/2020 - 1/31/2022
Type: New Agreement
Cost: To be a maximum of $350,000
Originator: Maintenance
Funding Source: General Fund

5. Agreement: Dannis Woliver Kelley (1920-0429-00)
Purpose: To provide legal services on an as-needed basis for the Special Education Office.
Term: 2/10/2020 until terminated
Type: New Agreement
Cost: Hourly rates to be $130 - $380
Originator: Special Education
Funding Source: General Fund

6. Agreement: MemorialCare Medical Foundation (1920-0427-00)
Purpose: To provide medical management services as-needed for the District’s Employment Physician Services.
Term: 7/1/2019 - 6/30/2020
Type: Renewal
Cost: To be a maximum of $50,000
Originator: Human Resource Services
Funding Source: General Fund

7. Agreement: The Nonprofit Partnership (1920-0424-00)
Purpose: To provide executive coaching for the New Director Onboarding program.
Term: 1/1/2020 - 6/30/2020
Type: New Agreement
Cost: To be a maximum of $2,500
Originator: Deputy Superintendent of Schools
Funding Source: Boeing Leadership STEAMing Ahead Grant

8. Agreement: Oxbow Academy (1920-0152-00)
Purpose: To approve master contract for Nonpublic School services provided for students with exceptional needs.
Term: 1/1/2020 - 6/30/2020
Type: New Agreement
Cost: Estimated to be $95,000
Originator: Special Education
Funding Source: Special Education/General Fund

9. Agreement: Parent Education Bridge for Student Achievement Foundation (1920-0418-00)
Purpose: To provide parent training and workshops on successful parenting for the Migrant Education Program.
Term: 2/22/2020 - 6/27/2020
Type: New Agreement
Cost: To be a maximum of $2,992
Originator: Migrant Education
Funding Source: ESSA: Title I, Part C, Migrant Ed. (Regular and Summer Program)
10. Agreement: Parent Education Bridge for Student Achievement Foundation (1920-0419-00)
Purpose: To provide parent training and workshops on character development for the Migrant
Education Program.
Term: 2/29/2020 - 5/2/2020
Type: New Agreement
Cost: To be a maximum of $2,992
Originator: Migrant Education
Funding Source: ESSA: Title I, Part C, Migrant Ed. (Regular and Summer Program)

New Agreements and Renewals - Facilities

11. Agreement: Nathan Associates, Inc. (10575.01)
Purpose: To provide litigation consulting services for Facilities Development and Planning
regarding the Avalon School Site.
Term: 12/1/2019 until terminated
Type: New Agreement
Cost: Hourly rates to be $315 - $495
Originator: Facilities
Funding Source: Building Fund

12. Agreement: Platt Security, Inc. (10338.03)
Purpose: To provide security services for the property located at 999 Atlantic Ave.
Term: 1/1/2020 - 1/31/2021
Type: Renewal
Cost: To be a maximum of $9,100
Originator: Facilities
Funding Source: Building Fund

Amend Agreements - General

13. Agreement: John Glaza (1920-0094-01)
Original Purpose: To provide professional support services for Long Beach CaLL.
Justification: Additional time required to continue support of onboarding the new Executive
Director of Long Beach CaLL.
Term: Extend contract completion date from 12/31/2019 to be through 6/30/2020. All other
terms and conditions to remain the same.
Originator: Deputy Superintendent of Schools
Funding Source: General Fund - LCFF

14. Agreement: South Bay High School (1920-0088-01)
Original Purpose: To provide Educationally Related Mental Health Services for students and their
families.
Justification: Services provided for additional students.
Cost: Increase contract amount by $900,000 from $4,000,000, to be a maximum of
$4,900,000. All other terms and conditions to remain the same.
Originator: Special Education
Funding Source: Special Education/General Fund
Amend Agreements - Facilities

15. Agreement: Vivian Hao & Associates (4245.02)
   Original Purpose: To serve as the Communication Coordinator for the Measure K and Measure E School Facilities Bond Improvement Program.
   Justification: Increase to reimbursable expenses amount.
   Cost: Increase reimbursable expenses by $1,500 from $16,000, to be a maximum of $17,500. All other terms and conditions to remain the same.
   Originator: Facilities
   Funding Source: Building Fund

Bids

The following bid is submitted for approval and available upon request:

Authorize Bid Awards

Commodity Bid - General

16. Award Bid No. 04-1920 for the purchase of Door and Window Hardware, on an as-needed basis, for the period of 2/6/2020 through 2/5/2021, and to include any extensions, with an estimated annual District expenditure of $150,000 to the following:

   Intermountain Lock & Security Supply
   Accredited Lock and Door Hardware Company
   Independent Hardware, Inc.
   Robert Skeels & Co.
   Funding Source: General Fund

Recommendation

Approve and/or ratify the contracts, and take action on the bids as listed above.

Approved: Approved and Recommended:

Yumi Takahashi Christopher J. Steinhauser
Chief Business and Financial Officer Superintendent of Schools

RH/RK/sp; BS/sc
SUBJECT: Uniform Complaint Procedures
Board Policy 1312.3

Enclosures: One

CATEGORY: New Business

Reason for Board
Consideration: Action

Date: February 5, 2020

BACKGROUND:

The Uniform Complaint Procedures (UCP) is a process for investigating formal complaints within the district. The California Department of Education updated their policy for 2019-20 and has identified specific items that must be included in the District’s UCP policies and procedures to ensure compliance with applicable state and federal laws and regulations.

The attached Board Policy 1312.3, Uniform Complaint Procedures, revises current Board Policy 1312.3 to reflect updated requirements for any educational program which receives direct or indirect funding from any federal or state program. The Uniform Complaint Procedure Annual Notice and associated form for 2019-2020 will also reflect the appropriate modifications. The proposed changes satisfy the requirements currently set forth by the California Department of Education.

RECOMMENDATION:

Approve Board Policy #1312.3, Uniform Complaint Procedures.

Prepared by: 

Approved and Recommended:

David Zaid
Assistant Superintendent
Human Resource Services

Christopher Steinhauser
Superintendent of Schools
Uniform Complaint Procedures (UCP)

This document contains rules and instructions about the filing, investigation and resolution of a Uniform Complaint Procedures (UCP) complaint regarding an alleged violation by Long Beach Unified School District of federal or state laws or regulations governing educational programs, including non-compliance with laws relating to pupil fees and our Local Control and Accountability Plan (LCAP).

This document presents information about how the District processes UCP complaints concerning particular programs or activities that are subject to the UCP.

A UCP complaint is a written and signed statement by a complainant alleging a violation of federal or state laws or regulations, which may include an allegation of unlawful discrimination, harassment, intimidation, bullying or charging pupil fees for participation in an educational activity or non-compliance with the requirements of our LCAP. A complainant is any individual, including a person's duly authorized representative or an interested third party, public agency, or organization who files a written complaint alleging violation of federal or state laws or regulations, including allegations of unlawful discrimination, harassment, intimidation, bullying and non-compliance with laws relating to pupil fees or non-compliance with the requirements of our LCAP. If the complainant is unable to put the complaint in writing, due to a disability or illiteracy, we shall assist the complainant in the filing of the complaint.

The responsibilities of the District

Long Beach Unified School District shall have the primary responsibility to ensure compliance with applicable state and federal laws and regulations.

The District shall investigate and seek to resolve, in accordance with our UCP process, any complaints alleging failure to comply with applicable state and federal laws and regulations including, but not limited to, allegations of discrimination, harassment, intimidation, or bullying or noncompliance with laws relating to all programs and activities implemented by the District that are subject to the UCP.

The Long Beach Unified School District developed the Uniform Complaint Procedures (UCP) process with policies and procedures adopted by our governing board.
Programs and activities subject to the UCP are:

<table>
<thead>
<tr>
<th>Program Description</th>
<th>Responsible Party</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accommodations for Pregnant and Parenting Pupils</td>
<td>Local Control and Accountability Plans (LCAP)</td>
</tr>
<tr>
<td>Adult Education</td>
<td>Migrant Education</td>
</tr>
<tr>
<td>After School Education and Safety</td>
<td>Physical Education Instructional Minutes (for grades one through six)</td>
</tr>
<tr>
<td>Agricultural Career Technical Education</td>
<td>Pupil Fees</td>
</tr>
<tr>
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*In order to identify appropriate subjects of state preschool health and safety issues pursuant to Section 1596.7925 of the Health and Safety Code [HSC section 1596.7925], a notice shall be posted in each California state preschool program classroom in each school in the local educational agency notifying parents, guardians, pupils and teachers of both of the following:

- The health and safety requirements under Title 5 of the California Code of Regulations apply to California state preschool programs pursuant to HSC section 1596.7925.
• The location at which to obtain a form to file a complaint. Posting a notice downloadable from the CDE website shall satisfy this requirement.

The following complaints shall be referred to other agencies for appropriate resolution and are not subject to the UCP process set forth in this document unless these procedures are made applicable by separate interagency agreements:

1. Allegations of child abuse shall be referred to County Department of Social Services (DSS), Protective Services Division or appropriate law enforcement agency.

2. Health and safety complaints regarding a Child Development Program shall be referred to Department of Social Services for licensed facilities, and to the appropriate Child Development regional administrator for licensing-exempt facilities.

3. Employment discrimination, harassment, intimidation or bullying complaints shall be sent to the State Department of Fair Employment and Housing (DFEH).

4. Allegations of fraud shall be referred to the Legal, Audits and Compliance Branch in the California Department of Education (CDE).

Pupil Fees

A pupil fee is a fee, deposit, or other charge imposed on pupils, or a pupil's parents or guardians, in violation of state codes and constitutional provisions which require educational activities to be provided free of charge to all pupils without regard to their families' ability or willingness to pay fees or request special waivers. Educational activities are those offered by a school, school district, charter school, or county office of education that constitute a fundamental part of education, including, but not limited to, curricular and extracurricular activities.

A pupil fee includes, but is not limited to, all of the following:

1. A fee charged to a pupil as a condition for registering for school or classes, or as a condition for participation in a class or an extracurricular activity, regardless of whether the class or activity is elective or compulsory, or is for credit.

2. A security deposit, or other payment, that a pupil is required to make to obtain a lock, locker, book, class apparatus, musical instrument, clothes, or other materials or equipment.

3. A purchase that a pupil is required to make to obtain materials, supplies, equipment, or clothes associated with an educational activity.

Local Control Accountability Plan (LCAP)

The LCAP is an important component of the Local Control Funding Formula (LCFF), the revised school finance system that overhauled how California funds its K-12 schools.
Under the LCFF we are required to prepare an LCAP, which describes how we intend to meet annual goals for our pupils, with specific activities to address state and local priorities identified pursuant to California Education Code (EC) § 52060(d).

The UCP Annual Notice

The District ensures annual dissemination of a written notice of complaint procedures to all students, employees, parents or guardians of its students, school and district advisory committee members, appropriate private school officials or representatives, and other interested parties that includes information regarding allegations about discrimination, harassment, intimidation, or bullying.

The Long Beach Unified School District UCP Annual Notice shall also include information regarding the requirements of EC §§ 49010 through 49013 relating to pupil fees and information regarding the requirements of EC § 52075 relating to the LCAP.

The UCP Annual Notice shall be in English and in the primary language, pursuant to section 48985 of the Education Code, or mode of communication of the recipient of the notice.

Filing UCP Complaints

When Filing Pupil Fees UCP Complaints

A pupil fees complaint may be filed with the principal of a school or our superintendent or his or her designee.

A pupil fees complaint and/or an LCAP complaint may be filed anonymously if the complaint provides evidence or information leading to evidence to support an allegation of noncompliance.

A pupil fees complaint shall be filed no later than one year from the date the alleged violation occurred.

When Filing State Preschool Health and Safety Issues UCP Complaints regarding state preschool health and safety issues pursuant to HSC section 1596.7925 shall include the following statements:

- File with the preschool program administrator or his or her designee.

- **The preschool program administrator or the designee of the district superintendent shall (1) make all reasonable efforts to investigate any problem within his or her authority. Investigations shall begin within 10 days of the receipt of the complaint and (2) remedy a valid complaint within a reasonable time period, but not to exceed 30 working days from the date the complaint was received and report to the complainant the resolution of the complaint within 45 days of the initial filing. If the preschool program administrator makes this report, he or she shall also report the same information in the same timeframe to the designee of the district superintendent.**
• A state preschool health and safety issues complaint pursuant to HSC section 1596.7925 about problems beyond the authority of the preschool program administrator shall be forwarded in a timely manner, but not to exceed 10 working days to the appropriate local educational agency official for resolution.

• A state preschool health and safety issues complaint pursuant to HSC section 1596.7925 may be filed anonymously. A complainant who identifies himself or herself is entitled to a response if he or she indicates that a response is requested. A complaint form shall include a space to mark to indicate whether a response is requested. If Section 48985 of the Education Code is otherwise applicable, the response, if requested, and report shall be written in English and the primary language in which the complaint was filed.

• A complaint form for a state preschool health and safety issue pursuant to HSC section 1596.7925 shall specify the location for filing a complaint. A complainant may add as much text to explain the complaint as he or she wishes.

When Filing All UCP Complaints

We will provide an opportunity for complainants and/or representatives to present evidence or information.

Refusal by the complainant to provide the investigator with documents or other evidence related to the allegations in the complaint, or to otherwise fail or refuse to cooperate in the investigation or engage in any other obstruction of the investigation, may result in the dismissal of the complaint because of a lack of evidence to support the allegations. Refusal by the District to provide the investigator with access to records and/or other information related to the allegation in the complaint, or to otherwise fail or refuse to cooperate in the investigation or engage in any other obstruction of the investigation, may result in a finding based on evidence collected that a violation has occurred and may result in the imposition of a remedy in favor of the complainant.

The complaint will be investigated and a written report with a Decision will be issued to the complainant by us within 60 days from the date of the receipt of the complaint, unless the complainant agrees in writing to an extension of time.

This report will contain the following elements:
  i. The findings of fact based on the evidence gathered.
  ii. Conclusion of law.
  iii. Disposition of the complaint.
  iv. The rationale for such a disposition.
  v. Corrective actions, if any are warranted.
  vi. Notice of the complainant's right to appeal the Decision to the CDE.
  vii. Procedures to be followed for initiating an appeal to CDE.
UCP Complaint Investigation

The following position in the Long Beach Unified School District is responsible for receiving and investigating complaints and ensuring our compliance:
  Director, Office of the Deputy Superintendent of Education Services
  1515 Hughes Way, Long Beach, CA 90810
  (562) 997-8108

The person or office responsible for compliance and investigation of UCP complaints is knowledgeable about the laws and programs assigned to investigate.

The Long Beach Unified School District will investigate all allegations of unlawful discrimination, harassment, intimidation or bullying against any protected group as identified in EC §§ 200 and 220 and Government Code (GC) § section 11135, including any actual or perceived characteristics as set forth in Penal Code (PC) § 422.55 or on the basis or a person’s association with a person or group with one or more of these actual or perceived characteristics in any program or activity we conduct, which is funded directly by, or that receives or benefits from any state financial assistance.

Unlawful discrimination, harassment, intimidation or bullying complaints shall be filed no later than six months from the date the alleged discrimination, harassment, intimidation or bullying occurred, or six months from the date the complainant first obtained knowledge of the facts of the alleged discrimination, harassment, intimidation or bullying.

All complainants are protected from retaliation.

We advise complainants of the right to pursue civil law remedies under state or federal discrimination, harassment, intimidation or bullying laws.

UCP Complaint Resolution

If the Long Beach Unified School District finds merit in a complaint regarding Pupil Fees, Local Control and Accountability Plans (LCAP), and Physical Education Instructional Minutes (grades one through eight), the District shall provide a remedy to all affected pupils and parents/guardians.

In the case of complaints regarding Course Periods without Educational Content, Reasonable Accommodations to a Lactating Pupil; and/or Education of Pupils in Foster Care, Pupils who are Homeless, and former Juvenile Court Pupils now enrolled in our school district, pupils in military families, the remedy shall go to the affected pupil.

The District ensures an attempt shall be made in good faith to engage in reasonable efforts to identify and fully reimburse all pupils, parents and guardians who paid a pupil fee within one year prior to the filing of the complaint.
We shall report summarized data on the nature and resolution of all state preschool health and safety issues complaints on a quarterly basis to the county superintendent of schools and our board. The summaries shall be publicly reported on a quarterly basis at a regularly scheduled meeting of our board. The report shall include the number of complaints by general subject area with the number of resolved and unresolved complaints. The District is aware that all complaints and responses are public records.

UCP Complaint Appeal Process

An appeal is a request made in writing to a level higher than the original reviewing party requesting reconsideration or a reinvestigation of the lower adjudicating body's decision.

A complainant may appeal our Decision of a UCP complaint to the State Superintendent of Public Instruction (SSPI) or their Designee at the CDE regarding all specified federal and state educational programs subject to the UCP.

To appeal all UCP complaint Decisions except State Preschool Health and Safety Issues the complainant must file a written appeal within 15 days of receiving the Decision to the SSPI.

To appeal a UCP complaint Decision regarding State Preschool Health and Safety Issues the complainant must file a written appeal within 30 days of receiving the Decision to the SSPI.

A complainant shall comply with the appeal requirements of 5 CCR section 4632.

This appeal to the CDE must fully explain the basis for the appeal, stating how the facts of our Decision are incorrect and/or the law is misapplied.

In addition the appeal shall be sent to CDE with: (1) a copy of the original locally filed complaint; and (2) a copy of the Decision of this original locally filed complaint.

A complainant not satisfied with the resolution of the preschool program administrator or the designee of the District superintendent has the right to describe the complaint to the Governing Board at a regularly scheduled hearing.

The SSPI shall comply with the requirements of 5 CCR section 4633 and shall provide an Investigation Report to the State Board of Education describing the basis for the complaint, the District response to the state preschool health and safety issues complaint and its remedy or proposed remedy.

Legal Reference:
20 United States Code (U.S.C.) section 6301 et seq.
34 Code of Federal Regulations (CFR) sections 299.11
California Government Code (GC) sections 11135, 17581.6(f).
California Penal Code (PC) section 422.55.
California Welfare and Institutions Code (WIC) section 300

Adopted: September 9, 1992
Revised:
May 6, 1997
April 16, 2002
August 2003
November 2004
January 3, 2006
December 6, 2011
June 18, 2012
January 8, 2013
March 5, 2013
August 20, 2013
March 15, 2016
September 19, 2017
November 6, 2019
February 5, 2020

LONG BEACH UNIFIED SCHOOL DISTRICT
BACKGROUND:

Board Policy 5030 Student Wellness has been updated to reflect expanded regulations released by the U.S. Department of Agriculture, Food and Nutrition Services pertaining to the Local School Wellness Policy. All local education agencies that participate in the National School Lunch Program and the School Breakfast Program are required by federal law to establish a local school wellness program.

The revision of Board Policy 5030 includes new language addressing the expanded required elements:

- Measurable goals for nutrition promotion and education, physical activity, and other school-based activities that promote student wellness;
- Nutrition guidelines for all foods and beverages sold or made available on school campus during the school day;
- Policies for food and beverage marketing;
- Requirements that stakeholders be provided opportunities to participate in the development, implementation, and periodic review and update of the wellness policy;
- A plan for measuring effectiveness that is measured triennially and made available to the public;
- Annual notification informing and updating the public (parents, students, and others in the community) about the content and implementation of the local school wellness policy; and
- Designation of one or more district officials by position or title, to ensure that each school complies with the local school wellness policy.

The Long Beach Unified School District Wellness Policy (BP 5030) was revised in collaboration with the district’s Health Advisory Council which includes both school district and community members.

With the approval of this Board Policy, the Health Advisory Council will finalize Administrative Regulation 5030 which will provide further guidance on the implementation of the Board Policy including the development and deployment of the triennial assessment, required notifications and communication with all stakeholders, and guidance needed to implement the policy.
RECOMMENDATION:

Approve revised Board Policy 5030 Wellness Policy.

Prepared by: Pamela Seki, Assistant Superintendent Curriculum, Instruction & Professional Development

Recommended by: Christopher Steinhauser Superintendent of Schools
Student Wellness

The Governing Board recognizes the link between student health and learning and desires to provide a comprehensive program promoting healthy eating and physical activity for district students. The Superintendent or designee shall coordinate and align district efforts to support student wellness through health education, physical education and activity, health services, nutrition services, psychological and counseling services, and a safe and healthy school environment. In addition, the Superintendent or designee shall develop strategies for promoting staff wellness and for involving parents/guardians and the community in reinforcing students' understanding and appreciation of the importance of a healthy lifestyle.

(cf. 3513.3 – Tobacco-free Schools)
(cf. 5131.6) – Alcohol and Other Drugs)
(cf. 5131.62) – Tobacco
(cf. 5131.63 – Steroids)
(cf. 5141 – Health Examinations)
(cf. 5141.31 – Immunizations)
(cf. 6142.1 – Sexual Health and HIV/AIDS Prevention Education)
(cf. 6164.2 – Guidance/Counseling Services)

School Health School Wellness Council/Committee

The Superintendent or designee shall encourage parents/guardians, students, food service employees, physical education teachers, school health professionals, Board members, school administrators, and members of the public to participate in the development, implementation, and periodic review and update of the district's student wellness policy. (42 USC 1758b, 7 CFR 210.31)

To fulfill this requirement, the Superintendent or designee may appoint a school health wellness council or other district committee and a wellness council coordinator. The council may whose membership shall include representatives of these groups listed above, as well He/she also may invite participation of other groups or individuals, such as health educators, curriculum directors, counselors, before- and after-school program staff, health practitioners, and/or others interested in school health issues.

The Superintendent or designee may make available to the public and school community a list of the names, position titles and contact information of the wellness council members.

The school health wellness council/committee shall advise the district on health-related issues, activities, policies, and programs. At the discretion of the Superintendent or designee, the duties of the council may also include the planning, implementation, and evaluation of activities to promote health within the school or community.
**Goals for Nutrition, and Physical Activity, and Other Wellness Activities Goals**

The Board shall adopt goals for nutrition promotion and education, physical activity, and other school-based activities that promote student wellness. **In developing such goals, the Board shall review and consider evidence-based strategies and techniques.** (42 USC 1758b 7 CFR 210.31)

The district's nutrition education and physical education programs shall be based on research, consistent with the expectations established in the state's curriculum frameworks and content standards, and designed to build the skills and knowledge that all students need to maintain a healthy lifestyle.

(cf. 6142.7 – Physical Education and Activity)
(cf. 6142.8 – Comprehensive Health Education)
(cf. 6143 – Courses of Study)

The nutrition education program shall include, but is not limited to, information about the benefits of healthy eating for learning, disease prevention, weight management, and oral health. Nutrition education shall be provided as part of the health education program and, as appropriate, shall be integrated into other academic subjects in the regular educational program, before- and after-school programs, summer learning programs, and school garden programs.

(cf. 5148.2 – Before/After School Programs)

All students shall be provided opportunities to be physically active on a regular basis. Opportunities for moderate to vigorous physical activity shall be provided through physical education and recess and may also be provided through school athletic programs, extracurricular programs, before- and after-school programs, summer learning programs, programs encouraging students to walk or bicycle to and from school, in-class physical activity breaks, and other structured and unstructured activities.

(cf. 6145 – Extracurricular and Cocurricular Activities)
(cf. 6145.2 – Athletic Competition)

The Board may enter into a joint use agreement or memorandum of understanding to make district facilities or grounds available for recreational or sports activities outside the school day and/or to use community facilities to expand students’ access to opportunity for physical activity.

Professional development shall may be regularly offered to the nutrition program director, managers, and staff as well as health education and physical education teachers, coaches, activity supervisors, food services staff, and other staff as appropriate to enhance their health knowledge and skills related to student health and wellness.

The Superintendent or designee may disseminate health information and/or the district's student wellness policy to parents/guardians through district or school newsletters, handouts, parent/guardian meetings, district and school web sites, and other communications. Outreach to parents/guardians shall emphasize the relationship between student health and academic performance.
In order to ensure that students have access to comprehensive health services, the district may provide access to health services at or near district schools and/or may provide referrals to community resources.

The Board recognizes that a safe, positive school environment is also conducive to students’ physical and mental health and thus prohibits bullying and harassment of all students, including bullying on the basis of weight or health condition.

(cf. 5131.2 - Bullying)
(Cf. 5145.3 – Nondiscrimination/Harassment)

The Superintendent or designee shall encourage staff to serve as positive role models for healthy eating and physical fitness. He/she shall promote work-site wellness programs and may provide opportunities for regular physical activity among employees.

Nutritional Guidelines for All Foods Available at School

For all foods and beverages available on each campus during the school day, the district shall adopt nutritional guidelines which are consistent with 42 USC 1758, 1766, 1773 and 1779 and federal regulations and which support the objectives of promoting student health and reducing childhood obesity. (42 USC 1758b)

In order to maximize the district's ability to provide nutritious meals and snacks, all district schools shall participate in available federal school nutrition programs, including the National School Lunch and School Breakfast Programs and after-school snack programs, to the extent possible. When approved by the California Department of Education, the district may sponsor a summer meal program.

(cf. 3553 – Free and Reduced Price Meals)
(cf. 5148 – Preschool/Early Childhood Education)

The Superintendent or designee shall provide access to free, potable water during meal times in the food service area in accordance with Education Code 38086 and 42 USC 1758, and shall encourage students' consumption of water by educating them about the health benefits of water and serving water in an appealing manner.

The Board believes that all foods and beverages sold to students at district schools, including those available outside the district's reimbursable food services program, should support the health curriculum and promote optimal health. Nutritional standards adopted by the district for foods and beverages provided through student stores, vending machines, or other venues shall meet or exceed state and federal nutritional standards.

The Superintendent or designee shall encourage school organizations to use healthy food items or non-food items for fundraising purposes.

He/she also shall encourage school staff to avoid the use of non-nutritious foods as a reward for students' academic performance, accomplishments, or classroom behavior.
School staff shall encourage parents/guardians or other volunteers to support the district's nutrition education program by considering nutritional quality when selecting any snacks which they may donate for occasional class parties. Class parties or celebrations shall be held after the lunch period when possible.

To reinforce the district’s nutrition education program, the Board prohibits the marketing and advertising of foods and beverages on campus during the school day. (Education Code 49431.9; 7 CFR 210.31)

(cf. 1325 – Advertising and Promotion)

Program Implementation and Evaluation

The Superintendent shall designate one or more district or school employees, as appropriate, the individual(s) identified below as the individual(s) responsible for ensuring that each school site complies with this policy. (42 USC 1758b; 7 CFR 210.31)

Title or Position: Assistant Superintendent of Curriculum, Instruction & Professional Development

Phone Number: 562-997-8025

Title or Position: Health Curriculum Leader

Phone Number: 562-997-0632

(cf. 0500 – Accountability)

The Superintendent or designee shall assess the implementation and effectiveness of this policy at least once every three years. (42 USC 1758b; 7 CFR 210.31)

The assessment shall include the extent to which district schools are in compliance with this policy, the extent to which this policy compares to model wellness policies available from the U.S. Department of Agriculture, and a description of the progress made in attaining the goals of the wellness policy. (42 USC 1758b)

The Superintendent or designee shall inform and update the public, including parents/guardians, students, and others in the community, about the contents and implementation of this policy. He/she shall periodically measure and make available to the public an assessment of the extent to which district schools are in compliance with this policy, the extent to which this policy compares to model wellness policies available from the U.S. Department of Agriculture, and a description of the progress made in attaining the goals of the wellness policy. (42 USC 1758b)

The Superintendent or designee shall invite feedback on district and school wellness activities from food service personnel, school administrators, the wellness council, parents/guardians, students, teachers, before- and after-school program staff, and/or other appropriate persons.
The Board and the Superintendent or designee shall establish indicators that will be used to measure the implementation and effectiveness of the district activities related to student wellness. Such indicators may include, but are not limited to:

1. Descriptions of the district's nutrition education, physical education, and health education curricula and the extent to which they align with state academic content standards and legal requirements

2. An analysis of the nutritional content of school meals and snacks served in all district programs, based on a sample of menus and production records

3. Student participation rates in all school meal and/or snack programs, including the number of students enrolled in the free and reduced-price meals program compared to the number of students eligible for that program

4. Extent to which foods and beverages sold on campus outside the food services program, such as through vending machines, student stores, or fundraisers, comply with nutrition standards

5. Extent to which other foods and beverages that are available on campus during the school day, such as foods and beverages for classroom parties, school celebrations, and rewards/incentives, comply with nutrition standards

6. Results of the state's physical fitness test at applicable grade levels

7. Number of minutes of physical education offered at each grade span, and the estimated percentage of class time spent in moderate to vigorous physical activity

8. A description of district efforts to provide additional opportunities for physical activity outside of the physical education program

9. A description of other districtwide or school-based wellness activities offered, including the number of sites and/or students participating, as appropriate

As feasible, the assessment report may include a comparison of results across multiple years, a comparison of district data with county, statewide, or national data, and/or a comparison of wellness data with other student outcomes such as academic indicators or student discipline rates.

In addition, the Superintendent or designee shall prepare and maintain the proper documentation and records needed for the administrative review of the district’s wellness policy conducted by the California Department of Education (CDE) every three years.

The assessment results of both the district and state evaluations shall be submitted to the Board for the purposes of evaluating policy and practice, recognizing accomplishments, and making policy adjustments as needed to focus district resources and efforts on actions that are most likely to make a positive impact on student health and achievement.
Notifications

The Superintendent or designee shall inform the public about the content and implementation of the district’s wellness policy, and shall make the policy, and any updates to the policy, available to the public on an annual basis. He/she shall also inform the public of the district’s progress towards meeting the goals of the wellness policy, including the availability of the triennial district assessment. (Education Code 49432; 42 USC 1758b; 7 CFR 210.31)

The Superintendent or designee shall distribute this information through the most effective methods of communication, including district or school newsletters, handouts, parent/guardian meetings, district and school web sites, and other communications. Outreach to parents/guardians shall emphasize the relationship between student health and wellness and academic performance.

(cf. 1113 – District and School Web Sites)
(cf. 6020 – Parent Involvement)

Posting Requirements

Each school shall post the district’s policies and regulations on nutrition and physical activity in public view within all school cafeterias or in other central eating areas. (Education Code 49432)

Each school may post a summary of nutrition and physical activity laws and regulations prepared by the CDE. (Education Code 49432)

Records

The Superintendent or designee shall retain records that document compliance with 7 CFR 210.31 including, but not limited to, the written student wellness policy, documentation of the triennial assessment of the wellness for each school site, and documentation demonstrating compliance with the community involvement requirements, including requirements to make the policy and assessment results available to the public. (7 CFR 210.31)

Legal Reference:
EDUCATION CODE
33350-33354 CDE responsibilities re: physical education
38086. Free fresh drinking water
49430-49436 Pupil Nutrition, Health, and Achievement Act of 2001
49490-49494 School breakfast and lunch programs
49500-49505 School meals
49510-49520 Nutrition
49530-49536 Child Nutrition Act
49540-49546 Child care food program
49547-49548.3 Comprehensive nutrition services
49550-49561 Meals for needy students
49565-49565.8 California Fresh Start pilot program
49570 National School Lunch Act
51210 Course of study, grades 1-6
51210.1-51210.2. Physical education, grades 1-6
51210.4 Nutrition Education
51220 Course of study, grades 7-12
51222 Physical education
Physical education, elementary schools
School instructional gardens
Comprehensive health education
Food sales by student organizations
Mandatory meals for needy students
Nutrition education
School lunch and breakfast programs
Child Nutrition Act, especially:
National School Lunch Program, especially:
Local wellness policy
School Breakfast Program
Rules and regulations, Child Nutrition Act
National School Lunch Program, especially:
Wellness Policy
Management Resources:
Increasing Access to Drinking Water in Schools, Policy Brief, March 2013
Integrating Physical Activity in the School Day, Governance Brief, April 2016
Nutrition Standards for Schools: Implications for Student Wellness, Policy Brief, rev. April 2012
Physical Activity and Physical Education in California Schools, Research Brief, April 2010
Physical Education and California Schools, Policy Brief, rev. October 2007
School-Based Marketing of Foods and Beverages: Policy Implications for School Boards, Policy Brief, March 2006
Physical Education Framework for California Public Schools, Kindergarten Through Grade Twelve, 2009
Health Framework for California Public Schools, Kindergarten Through Grade Twelve, 2003
CALIFORNIA PROJECT LEAN PUBLICATIONS
Policy in Action: A Guide to Implementing Your Local School Wellness Policy, October 2006
CENTER FOR COLLABORATIVE SOLUTIONS
CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS
FEDERAL REGISTER
Rules and Regulations, January 26, 2012, Vol. 77, Number 17, pages 4088-4167
NATIONAL ASSOCIATION OF STATE BOARDS OF EDUCATION PUBLICATIONS
Fit, Healthy and Ready to Learn, 2000, rev, 2012
U.S. DEPARTMENT OF AGRICULTURE PUBLICATIONS
WEB SITES
CSBA: http://www.csba.org
Action for Healthy Kids: http://www.actionforhealthykids.org
Alliance for a Healthier Generation: http://www.healthiergeneration.org
California Department of Education, Nutrition Services Division: http://www.cde.ca.gov/ls/nu
California Department of Public Health: http://www.cdph.ca.gov
California HealthyKids Resource Center: http://www.californiahealthykids.org
California Project LEAN (Leaders Encouraging Activity and Nutrition): http://www.californiaprojectlean.org
California School Nutrition Association: http://www.calsna.org
Center for Collaborative Solutions: http://www.cccscenter.org
Centers for Disease Control and Prevention: http://www.cdc.gov
Dairy Council of California: http://www.dairycouncilofca.org
National Alliance for Nutrition and Activity: http://www.cspinet.org/nutritionpolicy/nana.html
Adopted: June 20, 2006
Revised: November 19, 2013
February 5, 2020

LONG BEACH UNIFIED SCHOOL DISTRICT
BACKGROUND:

Educational specifications serve as the link between the educational program and school facilities. The purpose of educational specifications is to describe the learning activities to be housed in a school, their spatial requirements, appropriate locations within the building or site and any special requirements that a facility planner would need to incorporate into design. The District’s original Educational Specifications were adopted in 2008 with a focus on building new schools. The updated document focuses on modernization of existing school sites.

In developing the educational specifications, stakeholders from a variety of departments served as the Educational Specifications Update Steering Committee. The Guiding Principles for the process developed by the Steering Committee were to:

- Create student-forward, equitable, safe environments with adaptable spaces to foster learning, achievement, creativity, and diversity.
- Design spaces adhering to the comfort, accessibility, and age-appropriate needs of students.
- Provide welcoming, safe environments with flexible spaces that promote healthy social interactions with all members of the school community.
- Create purposeful, well-designed, specialized spaces that are useful for technology, curriculum-focused collaboration, and that are college and career aligned.

In addition to Steering Committee input, staff held 19 focus groups with a variety of departments across the district in the areas of Technology, School Safety, Transportation, Special Education, and Nutrition Services. Student focus groups were also held and students provided feedback on what types of spaces and attributes contributed to their learning and comfort at school.

At Board of Education workshops held on March 26, 2019 and December 17, 2019, staff provided updates to the process.

The updated Educational Specifications are made available upon request to the Assistant Secretary of the Board of Education or by clicking on the link http://lbschoolbonds.net/consultants.cfm.
RECOMMENDATION:

Recommend approval of updated Educational Specifications.

Approved by:                      Approve and Recommended:

Yumi Takahashi                     Christopher J. Steinhauser
Chief Business & Financial Officer  Superintendent of Schools
RECOMMENDATION:

The Board of Education will receive an update on the process for selecting a new Superintendent of Schools.

Approved and Recommended:

Christopher Steinhauser
Superintendent of Schools