

**ORANGE UNIFIED SCHOOL DISTRICT**  
**Board of Education – Regular Meeting**  
**1401 N. Handy Street – Orange, CA 92867**  
**Thursday, June 22, 2017**  
**5:30 p.m. – Closed Session**  
**7:00 p.m. – Open Session**

**AGENDA**

- 1. CALL MEETING TO ORDER**
- 2. ESTABLISH QUORUM**
- 3. PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS**
- 4. ADJOURN TO CLOSED SESSION**
  - A. PUBLIC EMPLOYEE EMPLOYMENT/DISCIPLINE/DISMISSAL/RELEASE  
Government Code 54957
  - B. PUBLIC EMPLOYEE APPOINTMENT  
Government Code 54957  
Title: Elementary School Principal (one position)
  - C. LABOR NEGOTIATIONS  
Government Code Section 54957.6  
Agency Negotiator: John Rajcic, Atkinson, Andelson, Loya, Rudd & Romo  
Employee Organizations: Orange Unified Education Association and Classified School Employees Association  
Unrepresented Employees: Leadership
  - D. PUBLIC EMPLOYEE EMPLOYMENT  
Government Code 54957  
Consideration of Appointment of Interim Superintendent  
District Representative: Spencer E. Covert, Parker & Covert
- 5. CALL TO ORDER – REGULAR SESSION**
- 6. PLEDGE OF ALLEGIANCE**
- 7. REPORT OF CLOSED SESSION DECISIONS**
- 8. ADOPTION OF AGENDA**
- 9. ANNOUNCEMENTS AND ACKNOWLEDGEMENTS**
  - A. Board President’s Report ..... 1
  - B. Board Recognition of Students, Staff and Community ..... 1
- 10. APPROVAL OF MINUTES**  
May 11, 2017 (Regular Meeting)  
June 10, 2017 (Special Meeting)
- 11. PUBLIC COMMENT**

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*Members of the audience may address the Board of Education on agenda items during consideration of that item and non-agenda items that are within the Board’s subject matter jurisdiction. Speaking time is limited to three minutes per speaker, twenty minutes per topic. Persons wishing to speak should submit a Public Comment card prior to the meeting. Non-agenda items may neither be acted upon nor discussed by the Board, but will be responded to either by telephone or mail or at a subsequent Board meeting as an agenda item.*

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- 12. **ACTION ITEMS**  
No Items
  
- 13. **INFORMATION/DISCUSSION ITEMS**
  - A. Executive Search Firm Presentations for Board Consideration in Hiring a New Superintendent.....2
  
- 14. **CONSENT ITEMS**  
*Consent items are acted upon by one motion. However, any such item can be considered separately at a Board member's request, in which case it will be acted upon following approval of the Consent Items.*  
**MEASURE S**
  - A. Measure S – Construction Management Firms Design Phase Services.....3
  - B. Measure S – Architectural Firms' Science Center Design Phase Services.....4**BUSINESS SERVICES**
  - C. Contract Services Report – Business Services .....5
  - D. Signature Authorization ..... 6-8
  
- 15. **PUBLIC COMMENT – Non-Agenda Items** *(Please see No. 11 – Public Comment.)*
  
- 16. **OTHER BUSINESS (Board/Staff Conference and Comments)**
  
- 17. **ADJOURNMENT**

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# ANNOUNCEMENTS & ACKNOWLEDGEMENTS

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TOPIC: **ANNOUNCEMENTS & ACKNOWLEDGMENTS**

DESCRIPTION: **9.A. Board President's Report**

**9.B. Board Member Recognition of Students,  
Staff, and Community**

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# INFORMATION ITEMS

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TOPIC: **EXECUTIVE SEARCH FIRM PRESENTATIONS FOR BOARD CONSIDERATION IN HIRING A NEW SUPERINTENDENT**

DESCRIPTION: The Board of Education will retain a consultant to conduct a robust search for the new successor superintendent to include external and internal applicants. The Board authorized staff to request proposals from professional search firms that specialize in recruiting candidates for the position of Superintendent.

The evaluation criteria for the selection of a search firm include the following:

- Capability and Qualifications
- Experience and Past Performance
- Fees and Costs
- Suitability

The three firms selected for consideration by the Board of Education are:

- 1) Leadership Associates
- 2) Ray & Associates, Inc.
- 3) McPherson & Jacobson, LLC (CSBA)

This evening, each firm will have 30 minutes to make a presentation on the selection criteria and answers questions from the Trustees. The Board of Education will take action to select a firm at a subsequent meeting.

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# CONSENT ITEMS

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TOPIC: **MEASURE S - CONSTRUCTION MANAGEMENT FIRMS DESIGN PHASE SERVICES**

DESCRIPTION: The Board of Education approved four selected Construction Management (CM) firms Arcadis, Balfour Beatty, Cordoba, and Gafcon to provide CM services related to Measure S.

The CM firms will work in conjunction with the architects and program manager to continue the design phase for the Science Centers at each high school. Collaboration between the firms will include cost estimating, scheduling, value engineering and due diligence reporting.

The following allocation of funds will allow each firm to continue work on the continued development of drawings and specifications for the Measure S high school projects in accordance with their respective Master Agreements, each approved by the Board of Education on March 9, 2017.

- Arcadis – El Modena HS..... \$80,000
- Balfour Beatty – Orange HS..... \$80,000
- Cordoba – Villa Park HS..... \$80,000
- Gafcon – Canyon HS..... \$80,000

FISCAL IMPACT: Special Reserve/Capital Projects.....\$320,000  
21.00-xxxx-0-6272-xxxx-8500-416-416-000 (Sorrera)

RECOMMENDATION: It is recommended that the Board of Education approve funding allocation for each of construction management firms to perform work needed for development of the Measure S high school projects during the design phase.

This is to certify that this item was approved by the Board of Education.



Michael L. Christensen  
Superintendent and Secretary  
Orange Unified School District



TOPIC: **MEASURE S - ARCHITECTURAL FIRMS' SCIENCE CENTER DESIGN PHASE SERVICES**

DESCRIPTION: At the November 17, 2016 Board meeting, the Board of Education approved gkkworks, Harley Ellis Devereaux, Lionakis, and LPA, to provide design services with respect to preparation of project phasing, scheduling, cost estimating, and various critical tasks for development of drawings and specifications for the Measure S high school projects.

The architectural firms will work in conjunction with the construction management firms and program manager to continue the Design Phase for the Science Centers at each high school.

The following allocation of funds will allow each firm to continue work on the continued development of drawings and specifications for the Measure S high school projects in accordance with their respective Master Agreements, each approved by the Board of Education on March 9, 2017.

- gkkworks – Canyon HS..... \$250,000
- Harley Ellis Devereaux – El Modena HS..... \$250,000
- LPA, Inc. – Villa Park HS..... \$250,000

FISCAL IMPACT: Special Reserve/Capital Projects.....\$750,000  
21.00-xxxx-0-6210-9520-8500-xxx-416-000 (Sorrera)

RECOMMENDATION: It is recommended that the Board of Education approve funding allocation for each of architecture firms to perform work for the continued development of drawings and specifications for the Measure S high school projects.

This is to certify that this item was approved by the Board of Education.



Michael L. Christensen  
Superintendent and Secretary  
Orange Unified School District

TOPIC: **CONTRACT SERVICES REPORT – BUSINESS SERVICES**

DESCRIPTION: The following is a report of contract services for Business Services.

**ENVIRONMENTAL CONSULTING SOLUTIONS**

The District requires the services of a qualified environmental consulting firm relating to asbestos, lead, microbial, indoor air quality testing and abatement for various district site locations. Services will be on an as-needed basis to keep the District environments safe and in compliance with state regulations. Staff is satisfied with Environmental Consulting Solutions' services and recommends a one-year renewal of the existing consulting agreement for services through June 30, 2018.

General Fund/Fund 14.....not to exceed.....\$100,000  
01.00-8150-0-5850-9417-8110-410-410-000  
14.00-0000-0-5850-0000-8110-410-410-000 (Harvey)

**CORONA-NORCO SCHOOL DISTRICT PAINT AND PAINT SUPPLIES FOR VARIOUS DISTRICT SITES PIGGYBACK**

Public Contract Code Section 20118 allows school districts the opportunity to utilize competitively bid contracts from other public agencies. Corona-Norco Unified School District Paint Supplies Bid# 16/17-003– for the purchase of paint and paint supplies through Vista Paint, Inc., provides competitive pricing and is made available for use to all public agencies and school districts. Staff has determined it is in the best interest of the District to utilize the piggyback clause on Corona-Norco's bid to provide paint for various projects. This is not a request for any additional budgetary appropriation. (Manalo/Harvey)

**PATTERSON CONSULTING**

With the resignation of the District's CBO, there is a need for special services and advice related school fiscal and business matters. Colleen Patterson has the training and experience to provide those services. Ms. Patterson will consult with the Superintendent/Interim Superintendent and Business Services staff on an as-needed basis.

General Fund.....not to exceed..... \$100,000  
01.00-0000-0-5850-0000-7300-401-401-000 (Christensen)

FISCAL IMPACT: \$200,000

RECOMMENDATION: It is recommended that the Board of Education approve the Contract Services Report – Business Services as presented.

OUSD/Sorrera/Harvey  
Board Agenda  
June 22, 2017

This is to certify that this item was approved by the Board of Education.  
Michael L. Christensen  
Superintendent and Secretary  
Orange Unified School District  
NO  
Michael L. Christensen  
Superintendent and Secretary  
Orange Unified School District


TOPIC: **RESOLUTION NO. 34-16-17: SIGNATURE AUTHORIZATION**

DESCRIPTION: Authorization of signatures is an item which is routinely updated to reflect changes in personnel and to comply with the requirements of the California Education Code.

As the agency which ultimately releases District payrolls and warrants, the Orange County Department of Education (OCDE) must maintain on file the approved signature authorizations for all school districts. The signatures are applicable to various documents which are approved by the Board of Education and in compliance with the Education Code and other pertinent state and federal laws. The administrative/leadership employees for whom the signature authorizations are designated do not transfer that authority to any staff members.

Purchase orders are processed within the limitations of existing site/program budgets, with the P.O. listing submitted to the Board at each meeting. Non-routine expenditures for consultants, contracts, major facility additions, etc. are submitted to the Board separately for authorization. Before the preparation of a warrant, it is determined that the proper authorization and approvals exist. Warrants prepared by the District are forwarded to the OCDE for review of documentation, signature, and entry to OUSD's county ledgers before they are returned to the District for release to vendors, consultants, or contractors. Purchase orders, bid documents, warrants, payroll, federal/state/county documents, etc. are audited by the District's independent audit firm.

This is to certify that this item was approved by the Board of Education.



Michael L. Christensen  
Superintendent and Secretary  
Orange Unified School District

FISCAL IMPACT: This item has no fiscal impact.

RECOMMENDATION: It is recommended that the Board of Education adopt Resolution No. 34-16-17 granting signature authorization for specific District administrative/leadership employees as indicated on the attached document.

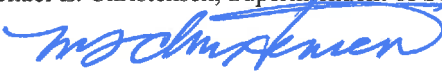



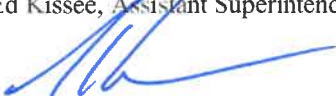
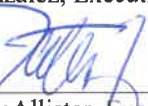

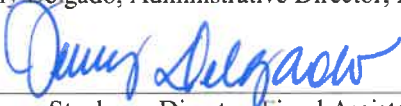


**ORANGE UNIFIED SCHOOL DISTRICT  
RESOLUTION NO. 34-16-17**



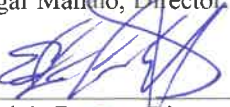

**AUTHORIZATION OF SIGNATURES**

**WHEREAS**, it is necessary to authorize certain offices of the Orange Unified School District to sign District documents in order to conduct the business of the District; and

**WHEREAS**, legal and county requirements are that said signatures be duly adopted and recorded;


**NOW, THEREFORE, BE IT RESOLVED** that the Board of Education of the Orange Unified School District hereby authorizes the following named persons of the Orange Unified School District to sign the documents as indicated:

| <b>Resolution No. 34-16-17<br/>Signature Authorization</b>   | <b>Federal/<br/>State/<br/>County<br/>Documents</b> | <b>Contracts &amp;<br/>Agreements</b> | <b>Inter-District<br/>Agreements</b> | <b>Purchase &amp;<br/>Bid<br/>Documents</b> | <b>Personnel<br/>Documents/Co<br/>ntracts</b> | <b>Payroll<br/>Documents</b> | <b>Check/Savings<br/>(2 signatures<br/>required)</b> | <b>"B" Warrants</b> | <b>Warrant<br/>Registers</b> |
|--|---|---------------------------------------|--------------------------------------|---|---|------------------------------|--|---------------------|------------------------------|
| Michael L. Christensen, Superintendent of Schools<br>             | X   | X                                     | X                                    | X   | X   | X                            | X  | X                   | X                            |
| Michael L. Christensen, Superintendent (Facsimile)<br>            | X   |                                       |                                      |   |   |                              | X  | X                   |                              |
| Gunn Marie Hansen, Ph.D., Deputy Supt, Educational Svcs<br>     | X   |                                       | X                                    |   | X   | X                            |  |                     |                              |
| Ronald Lebs, Assistant Superintendent, Facilities & Planning<br> | X   | X                                     | X                                    | X   |   | X                            |  |                     |                              |
| Ed Kisse, Assistant Superintendent, Human Resources<br>          | X   |                                       |                                      |   | X   | X                            |  |                     |                              |
| Ernest Gonzalez, Executive Director, Human Resources<br>        | X   |                                       |                                      |   | X   | X                            |  |                     |                              |
| Denise MacAllister, Executive Director, Special Education<br>    |   | X                                     |                                      |   |   |                              |  |                     |                              |
| Jenny Delgado, Administrative Director, Business Services<br>   | X   | X                                     | X                                    | X   |   | X                            | X  | X                   | X                            |
| Barbara Stephens, Director, Fiscal Assistance<br>               |   |                                       |                                      |   |   |                              | X  |                     | X                            |
| Christina Choi, Financial Analyst<br>                           |   |                                       |                                      |   |   |                              | X  |                     | X                            |

|  |   |   |  |   |  |   |   |   |   |
|--|---|---|--|---|--|---|---|---|---|
| Marie Nguyen, Financial Analyst<br>               |   |   |  |   |  |   | X |   | X |
| Sharon Davis, Payroll Manager<br>                 | X |   |  |   |  | X |   |   |   |
| Edgar Manalo, Director, Purchasing<br>            |   | X |  | X |  |   |   |   |   |
| Patricia Reeves, Director, Nutrition Services<br> | X |   |  |   |  |   | X | X | X |

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**PASSED, APPROVED AND ADOPTED**, by the Board of Education of the Orange Unified School District at a meeting held on the 22<sup>nd</sup> day of June, 2017.

  
 Kathryn A. Moffat, Board Clerk  
 Orange Unified School District