

EL RANCHO UNIFIED SCHOOL DISTRICT
Regular Meeting of the Board of Education
Conducting the District's Business in Public

Pico Rivera City Hall
6615 Passons Boulevard
Pico Rivera, CA 90660

October 10, 2013
Closed Session – 6:00 p.m.
Open Session – 7:00 p.m.

MINUTES OF BOARD ACTIONS

1. CALL TO ORDER

The meeting was called to order by Delia Alvidrez, President, at 6:01 p.m.

1.1 ROLL CALL – Members of the Board of Education

Delia Alvidrez, President
Rita Jo Ramirez, Vice President
Rachel Canchola, Clerk
Alfred Renteria, Jr., Member
Dr. Joseph Rivera, Member

1.2 ROLL CALL – Members of the Administrative Cabinet

Martin Galindo, Superintendent
Roxane Fuentes, Assistant Superintendent, Educational Services
Mark Matthews, Director, Human Resources
Larry Brunson, Director, Student Services
Leticia Covarrubias, Chief Business Officer, Business Services

2. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

- None

3. ADJOURN TO CLOSED SESSION – 6:02 p.m.

4. CLOSED SESSION

Closed Session is conducted in accordance with applicable sections of California law. Closed Sessions are not open to the public. If additional time is required, the Board will reconvene Closed Session at the end of the regular meeting.

- 4.1** Student Discipline (Pursuant to Education Code § 35146; § 48918 (c))
Student Nos. 1-2013/2014 through 2-2013/2014

4. CLOSED SESSION

- 4.2** Conference with Labor Negotiators (Pursuant to subdivision (a) of Government Code §54957.6) Agency Designated Representative: Mark Matthews, Director, Human Resources
Employee Organizations: ERFT/CSEA/ERASA/Other Unrepresented Employees
- 4.3** Public Employee Appointment/Employment (Pursuant to Government Code §54957)
Title: School Psychologist (1 position)

5. RECONVENE IN OPEN SESSION – 7:10 p.m.

Rita Jo Ramirez requested a moment of silence to recognize the passing of Mario Jimenez, owner of Mario's Tacos.

5.1 PLEDGE OF ALLEGIANCE

RECORDER	Sandy Watkins
INTERPRETER	Herlinda Acevedo
VISITORS	Register No. 05-2013/2014

BREAK: 7:38 p.m. – 7:54 p.m. *A presentation and reception was held to honor and recognize Eugene Obregon, Congressional Medal of Honor recipient.*

6. ADOPTION OF AGENDA

Recommendation is made that the Agenda be adopted as submitted.

Motion: Renteria Second: Rivera Vote: 5-0 PASSED

7. PUBLIC ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION

Mrs. Alvidrez announced action was taken in Closed Session on Item 4.1.

8. STUDENT REPORTS

- 8.1** ASB President, El Rancho High School, Sydney Woo (absent)
- 8.2** ASB Spokesperson, Salazar High School, Aubriana Flores

9. AWARDS AND RECOGNITIONS

This is the time on the agenda when the Board recognizes personnel, school(s), and/or District programs.

9.1 Recognition of Students Receiving Perfect Score on STAR Exam

**9.2 Ruben Salazar High School Presentation
Ray Reyes, Principal**

- A special presentation was made to the Friends of the Library in recognition of the eighth annual Friends of the Library Week.

10. PUBLIC HEARING

10.1 The Board held a Public Hearing regarding Resolution No. 12-2013/2014, A Resolution of the Governing Board Determining Sufficiency of Instructional Materials. (Item 17.3 A)

Mrs. Alvidrez opened the Public Hearing at 8:35 p.m. As there were no comments from the public, the Hearing closed at 8:36 p.m.

11. PUBLIC COMMENTS – (Yellow and Blue speaker’s cards)

Public Comments is the time when members of the audience may address the Board. Please be aware that Government Code 54954.2 prohibits the Board from taking action at this meeting if the item does not already appear on the posted agenda. In the interest of time, your remarks will be limited to three (3) minutes. We ask that you confine your comments to new ideas to avoid repeating what has already been said. Comments on the same topic will be limited to a maximum of fifteen (15) minutes. Please do not refer to students, employees, parents, or other individuals in a derogatory or potentially offensive manner.

- Todd Zola shared a concern about physical education class sizes at the middle schools.
- Rico Tamayo highlighted topics discussed at the recent School Board Candidates’ Forum. He pointed out that there is currently a proposal being discussed at the bargaining table that will increase staff morale.
- Victor Gonzalez spoke of increasing student enrollment and the need for new Board members. He expressed appreciation that the District is considering a joint facilities use agreement with the City of Pico Rivera.
- James Wing is troubled by the Districts’ financial crisis.
- Esther Mejia, representing the Citizens’ Bond Oversight Committee, urged the Board to pull Item 17.4 E from the agenda for further review.
- Aurora Villon, representing the Citizens’ Bond Oversight Committee, is concerned about Items 17.4 H and 17.4 I on the agenda. She questioned how the District can continue to ask for monies from the bond without having a Facilities Master Plan in place.

12. INFORMATION ITEMS

Information items are included on the agenda to provide information on a wide range of matters of interest to the Board of Education. These information items may require Board action at a later date.

12.1 Local Control Funding Formula and Local Control Accountability Plan Presentation by Roxane Fuentes, Assistant Superintendent, Educational Services and Leticia Covarrubias, Chief Business Officer

13. BOARD OF EDUCATION ANNOUNCEMENTS AND ACKNOWLEDGEMENTS

Board Members have the opportunity to report and discuss information regarding conference attendance, committee updates, and other District-related activities/observations.

- Rachel Canchola addressed Todd Zola's previous comments regarding physical education class sizes at North Park. She would like to see additional personnel in place to alleviate the teacher to student ratio. She shared the need to resolve a security and safety issue with not having a fence around North Park.
- Delia Alvidrez commented about safety and security of students. She expressed a concern about the need for air conditioning and heating in school cafeterias.
- Dr. Joseph Rivera attended several Back to School Nights. He was sponsored to attend the National Association of Latino Elected Officials conference where he received information on STEM curriculum.
- Alfred Renteria addressed comments made at the Candidates' Forum regarding the Board moving forward with the bond program.
- Rita Jo Ramirez is concerned about the safety in the restrooms after school at El Rancho High.

14. SUPERINTENDENT'S REPORT

The Superintendent reports to the Board of Education on relevant educational issues, participation in, and attendance at seminars, conferences, and District activities.

- Martin Galindo asked the Board for direction on AB 1266, Transgender Youth and the need to ensure we are addressing it appropriately.

The Board gave direction to Superintendent Galindo to follow up on:

- Bring forth to the Board information and possible policies and guidelines related to AB 1266 – Transgender Students.
- Tentative plan to address middle school PE class sizes.
- Possible policies related to surveillance cameras and school security.
- Heating and air conditioning at school sites.
- After school safety at El Rancho High.

15. CONSENT AGENDA

All matters listed under the Consent Agenda are those on which the Board has previously deliberated or that can be classified as routine items of business. There will be no separate discussion of these items prior to the time the Board of Education votes on the motion unless members of the Board, staff, or public request specific items to be discussed or pulled from the Consent items (per Bylaws of the Board 9322). It is understood that the Administration recommends approval on all Consent Items. Each Item on the Consent Agenda approved by the Board of Education shall be deemed to have been considered in full and adopted as recommended.

The Board President will call for a motion and a second to open Board discussion on the Consent Agenda. Consent Items are voted on by a single motion. Board Members or the Superintendent may withdraw items for further discussion and separate action.

Motion: Rivera

Second: Renteria

15.1 SUPERINTENDENT'S OFFICE

- A. Approved the Minutes of the Board of Education's Regular Meeting held September 12, 2013 and Special Meeting held September 19, 2013.
- B. Amended Board Item No. 12.1 B, approved August 8, 2013, Board of Education institutional memberships of approximately ~~\$15,460.00~~ **\$17,393.00** as recommended for the 2013/2014 fiscal year, payable from Board Dues and Memberships General Fund account.

15.2 DIVISION OF STUDENT SERVICES

- A. Approved/Ratified Memorandum of Understanding between the El Rancho Unified School District and *The Children's Defense Fund (CDF) and The School Superintendents Association (AASA)*, to work on activities to enroll uninsured children in health coverage. This memorandum will be in effect October 1, 2013 through June 1, 2016. Any costs encumbered by the District while fulfilling its obligations to CDF/AASA will be reimbursed through mini-grants from CDF/AASA.
- B. Approved equipment maintenance agreement with *EVREX* for one Kodak IRW 1000 and one Film Controller Kodak IRW 100. The contract is from October 12, 2013 to October 11, 2014 in the amount of \$1,137.00 for the Kodak 1000 and \$688.00 for the Kodak IRW 100. The total amount of \$1,825.00 is payable through the Child Welfare and Attendance account.

15.2 DIVISION OF STUDENT SERVICES

- C. Approved/Ratified Master Contract and Individual Service Tuition Agreement between El Rancho Unified School District and *Beacon Day School*. An El Rancho Unified School District student is to attend this school from July 1, 2013 to June 30, 2014 in accordance with Public Law 108-446 IDEA; Education Code Sections 56035, 56365-56366 and 56740. Total expenditure not to exceed \$135,000.00 is payable through the Federal and State Special Education Funds.
- D. Approved/Ratified Individual Service Tuition Agreement between El Rancho Unified School District and *Rossier Park Elementary*. An El Rancho Unified School District student is to attend this school from July 1, 2013 to June 30, 2014 in accordance with Public Law 108-446 IDEA; Education Code Sections 56035, 56365-56366 and 56740. Total expenditure not to exceed \$42,000.00 is payable through the Federal and State Special Education Funds.
- E. Approved/Ratified Individual Service Tuition Agreement between El Rancho Unified School District and *Rossier Park Jr/Sr High*. An El Rancho Unified School District student is to attend this school from July 1, 2013 to June 30, 2014 in accordance with Public Law 108-446 IDEA; Education Code Sections 56035, 56365-56366 and 56740. Total expenditure not to exceed \$40,000.00 is payable through the Federal and State Special Education Funds.

15.3 DIVISION OF EDUCATIONAL SERVICES

- A. Approved attendance for three (3) certificated staff members from Ruben Salazar High School to the UCLA Center X Writing Project “With Different Eyes” conference for teachers of English Learners at the UCLA campus on Saturday, November 9, 2013. Total expenditure of \$270.00 for registration is payable from Ruben Salazar High School LCFF Funds.
- B. Approved/Ratified attendance for 60 parents from the El Rancho Unified School District to the Hispanic Outreach Taskforce 13th Annual Parent Education Conference at Whittier College on Saturday, October 5, 2013. Total expenditure of \$2,522.07 for registration and PTC transportation is payable from Centralized Title I Funds.
- C. Approved/Ratified amendment to Board Item No. 14.3 A, approved 6/13/13, for one (1) certificated district resource teacher to attend the AVID Summer Institute in San Diego, CA, from Tuesday, July 30, 2013 through Friday, August 2, 2013 and the AVID fall training in San Diego, CA, from October 8, 2013 through October 11, 2013 and the AVID spring training in San Diego, CA, from February 4, 2014 through February 7, 2014. Total expenditure of ~~\$866.37~~ \$2,536.37 is payable from Centralized Title I Set Aside – PI LEA Professional Development Funds.

15.3 DIVISION OF EDUCATIONAL SERVICES

- ~~D. *Withdrawn for discussion and action under Item 17.3* Approve/Ratify consultant agreement with Soren Bennick Productions for two (2) anti-bullying message "Power of One" assemblies for Rio Vista Elementary School students on September 10, 2013. Total expenditure of \$785.00 is payable from Rio Vista Elementary School LCFF Funds.~~
- E. Approved consultant agreement with accompanist Shirley Coddington to assist El Rancho High School Choral Department students, effective October 11, 2013 through May 31, 2014. Total expenditure of \$3,062.50 for consultant services is payable from El Rancho High School General Funds.
- F. Approved agreements with 45 Supplemental Educational Service (SES) providers for schools in Program Improvement Years 2-5 under the No Child Left Behind Act of 2001, effective October 10, 2013 through April 30, 2014. Providers are not to exceed \$895.17 per eligible student receiving services (per pupil rate provided by the California Department of Education as of July 26, 2013). Total expenditure not to exceed \$330,586.65 is payable from District Title I Set Aside Funds.
- G. Approved submission to the Los Angeles County Office of Education of the Williams/Valenzuela/CAHSEE Lawsuit Settlement Quarterly Report on Uniform Complaints 2013-2014. The report states that no complaints were filed with any school in the district during the first quarter, which covers July 1, 2013 through September 30, 2013.

15.4 DIVISION OF BUSINESS SERVICES

- A. Approved/Ratified Business Services reports for the month of September 2013.
- B. Approved amendment of Resolution No. 12-2012/2013 Certification of Signatures (Board Item No. 14.4 D, approved December 13, 2012), to include and authorize the signature of the Director of Student Services on student services contracts.

15.5 DIVISION OF HUMAN RESOURCES

- A. Approved Agreement between the El Rancho Unified School District and Cerritos College.

16. CONSENT AGENDA VOTE

Motion: Renteria Second: Ramirez Vote: 5-0 PASSED *with exceptions*

Exceptions:

Item 15.3 D Withdrawn for Discussion and Action

17. NEW BUSINESS – ACTION ITEMS

17.1 SUPERINTENDENT’S OFFICE

A. Adopted Resolution No. 10-2013/2014 in support of Character Counts! – Red Ribbon Week which will be observed during the week of October 20-26, 2013. This joint campaign encourages citizens to strive for good character at all times and participate in drug awareness activities, making a visible statement that we are strongly committed to live a drug-free, healthy life.

Motion: Ramirez Second: Renteria Vote: 5-0 PASSED

B. Adopted Resolution No. 11-2013/2014 declaring that Board Member Rita Jo Ramirez was absent from the September 19, 2013 special board meeting in accordance with Education Code 35120, which allows Governing Board of Education members to be absent from board meetings and not have their monthly stipend affected.

Motion: Ramirez Second: Renteria Vote: 4-0 PASSED
(Ramirez-abstain)

17.2 DIVISION OF STUDENT SERVICES

A. Approved Student Expulsion: Student #1-2013/2014

Motion: Renteria Second: Rivera Vote: 5-0 PASSED

B. Approved Student Expulsion: Student #2-2013/2014

Motion: Renteria Second: Rivera Vote: 5-0 PASSED

17.3 DIVISION OF EDUCATIONAL SERVICES

A. Adopted Resolution No. 12-2013/2014 – A Resolution of the Governing Board Determining Sufficiency of Instructional Materials.

Motion: Canchola Second: Renteria Vote: 5-0 PASSED

17.3 DIVISION OF EDUCATIONAL SERVICES

- B. Adopted Resolution No. 13-2013/2014 – A Resolution of the Governing Board honoring the Pico Rivera Friends of the Library on occasion of the Eighth Annual National Friends of the Library Week, October 20 – 26, 2013.

Motion: Canchola Second: Renteria Vote: 5-0 PASSED

C. *Item 15.3 D*

Approved/Ratified *as amended* consultant agreement with Soren Bennick Productions for two (2) anti-bullying message “Power of One” assemblies for Rio Vista Elementary School students on September 10, 2013. Total expenditure of \$785.00 is payable from ~~Rio Vista Elementary School LCFE~~ Safe Schools / Healthy Students Grant Funds.

Motion: Canchola Second: Renteria Vote: 5-0 PASSED

17.4 DIVISION OF BUSINESS SERVICES

- A. **TABLED** ~~Approve to accept proposal from Nigro & Nigro A Professional Accountancy Corporation to provide specialized auditing services relating to Pacifica Services, Inc. Total cost for services is \$7,150.00 payable from General Funds.~~
- B. **PULLED** ~~Approve agreement with Keenan & Associates, to provide an Affordable Care Act, Workforce and Impact Study. Total cost of \$28,650.00 is payable from General Funds.~~
- C. **TABLED** ~~Approve agreement with Pacific Engineers Group, to provide electrical engineering services to develop site plans and bid specifications for installation of a network based camera system. The total cost of \$12,800.00 is payable from Safe Schools Healthy Student Grant.~~
- D. Amended Board Item No. 15.4 E, approved April 18, 2013 to change funding source to Measure “A” General Obligation Bond Funds.

Motion: Renteria Second: Alvidrez Vote: 4-1 PASSED
(Canchola-no)

17.4 DIVISION OF BUSINESS SERVICES

- E. Approved *as amended* consulting and implementation agreement between El Rancho Unified School District and DRG Intelligent Computer Concepts (ICC) to provide technology consulting, project planning, implementation, management and training services to El Rancho Unified School District. Consulting and implementation agreement shall be effective October 2013 through ~~September 2014~~ **December 2013** at a cost not to exceed ~~\$314,040.00~~ **\$78,000.00**, payable from Measure "A" General Obligation Bond Funds.

Motion: Canchola Second: Ramirez Vote: 4-1 PASSED
(Renteria-no)

- F. Approved joint recreational facilities agreement between El Rancho Unified School District and the City of Pico Rivera to offer recreational programs and services to students, residents and authorized users.

Motion: Canchola Second: Renteria Vote: 5-0 PASSED

- G. Approved to award agreement to Grand G & G Inc. to provide vending services for Snack and Beverage items at Burke Middle School, North Park Middle School, Rivera Middle School and El Rancho High School for a period of twelve (12) months with an option to renew annually. There is no cost to the district under this agreement.

Motion: Alvidrez Second: Ramirez Vote: 4-1 PASSED
(Renteria-no)

- H. Adopted Resolution No. 14-2013/2014; A resolution of the Board of Education of El Rancho Unified School District authorizing the issuance and sale of El Rancho Unified School District General Obligation Refunding Bonds, Series 2013 in an aggregate principal amount not to exceed \$6,300,000.00 and approving certain other matters relating to said bonds.

Motion: Renteria Second: Ramirez Vote: 5-0 PASSED

- I. Adopted Resolution No. 15-2013/2014 *as amended*; A resolution of the Board of Education of El Rancho Unified School District authorizing the issuance and sale of El Rancho Unified School District General Obligation Bonds, Election of 2010, Series 2013B, in an aggregate principal amount not to exceed ~~\$9,000,000.00~~ **\$3,000,000.00** and approving certain other matters relating to said bonds.

Motion: Renteria Second: Ramirez Vote: 5-0 PASSED

17.5 DIVISION OF HUMAN RESOURCES

A. Approved *with amendments and exceptions* Certificated Personnel Register No. 4-2013/2014

1. Authorization & Ratification of Employment:

- a. ***Amended*** School Psychologist – Temporary (1) – Student Services
Funding Source: Federal & State Special Education Funds
Total Expenditure: \$83,786.00 - \$94,572.00
Eff: 10/11/13

~~Huff, Rose~~ **Reyes, Andrea**

- b. Teachers from the Recall List (2)
Funding Source: District General Funds
Justification: In order to ensure continued instruction, positions needed to be filled as soon as they became available.
Total Expenditure: \$151,713.21
Eff: 9/16/13

Leonardi, Kendra – Rivera Elementary

Eff: 9/18/13

Alvarez, Jacquelyn J. – South Ranchito

- c. Substitute Preschool Teachers (3) – Early Learning Program
Funding Source: State Preschool Funds
Total Expenditure: \$52.81/hr.
Eff: 10/11/13

Osorio, Ludmilla

Segura, Rita

Zazueta, Blanca

- d. Long Term Substitute Teachers (2) – EREC
Funding Source: Federal and State Special Education Funds
Justification: Staffing changes needed to be made prior to board approval to allow the District to open a new class at Birney Elementary due to the growing student population in the Specialized Academic Instruction Program.
Total Expenditure: \$533.49/per diem
Eff: 9/16/13

Ramos, Araceli

Eff: 9/17/13

De La Cruz, Mercedes

- e. Long Term Substitute Teacher (1) – ERHS
Funding Source: District General Funds
Justification: Due to delay in hiring process, this board item was not submitted for approval in time for the appropriate board meeting; therefore, ratification is necessary.
Total Expenditure: \$299.59/per diem
Eff: 8/19/13

Yannarell, Lorin M.

17.5 DIVISION OF HUMAN RESOURCES

- f. Long Term Substitute Teacher (1) – ERHS
Funding Source: District General Funds
Justification: Notification of medical leave was not received on time for the September Board Meeting; therefore, ratification is necessary
Total Expenditure: \$348.20/per diem
Eff: 10/2/13
Adame, Kathryn
 - g. Long Term Substitute Teachers (2) – Elementary Schools
Funding Source: District General Funds
Justification: Effective dates of medical leaves were received after the September Board.
Total Expenditure: \$763.76/per diem
Eff: 8/26/13
Medina, Claudia – Magee Elementary
Eff: 9/4/13
Vasquez, Hilda - Durfee Elementary
2. Authorization & Ratification of Extra-Duty, Extra-Pay Assignments for the 2013-2014 school year:
HUMAN RESOURCES:
- a. Master Teacher Stipend (1) – Speech & Language Pathologist
Funding Source: District General Fund
Justification: Past practice has been for Human Resources to notify Accounting to invoice the college or university for payment for our Master Teachers. Although this had been done, it was discovered that our Master Teachers were not paid their stipends for the last two school years. In order to resolve this matter, Human Resources and Fiscal Services have developed a process to ensure that our Master Teachers are paid within a timely manner.
Total Expenditure: \$75.00
Eff: 1/24/11 – 5/20/11
Diaz, Kristie
 - b. Master Teacher Stipend (1) – Speech & Language Pathologist
Funding Source: District General Fund
Justification: Past practice has been for Human Resources to notify Accounting to invoice the college or university for payment for our Master Teachers. Although this had been done, it was discovered that our Master Teachers were not paid their stipends for the last two school years. In order to resolve this matter, Human Resources and Fiscal Services have developed a process to ensure that our Master Teachers are paid within a timely manner.
Total Expenditure: \$100.00
Eff: 1/28/13 – 5/24/13
Diaz, Kristie

17.5 DIVISION OF HUMAN RESOURCES

c. Master Teacher Stipend (1) – Speech & Language Pathologist

Funding Source: District General Fund

Justification: Past practice has been for Human Resources to notify Accounting to invoice the college or university for payment for our Master Teachers. Although this had been done, it was discovered that our Master Teachers were not paid their stipends for the last two school years. In order to resolve this matter, Human Resources and Fiscal Services have developed a process to ensure that our Master Teachers are paid within a timely manner.

Total Expenditure: \$100.00

Eff: 5/29/12 – 10/31/12

Mendoza, Sylvia

d. Master Teacher Stipend (11) – Elementary Teachers

Funding Source: District General Fund

Justification: Past practice has been for Human Resources to notify Accounting to invoice the college or university for payment for our Master Teachers. Although this had been done, it was discovered that our Master Teachers were not paid their stipends for the last two school years. In order to resolve this matter, Human Resources and Fiscal Services have developed a process to ensure that our Master Teachers are paid within a timely manner.

Total Expenditure: \$160.00 (per Master Teacher)

Eff: 8/29/11 – 12/16/11

Alvarez, Carmen

Arrata, Diana

Bernal, Sofia

Estrada, Susan

Flores, Margaret

Hernandez, Monica

Hernandez, Sandra

Herrero-Novelo, Carolyn

Jimenez, Pablo

Lopez, Valerie

Zepeda, Irene

17.5 DIVISION OF HUMAN RESOURCES

e. Master Teacher Stipend (6) – Elementary Teachers

Funding Source: District General Fund

Justification: Past practice has been for Human Resources to notify Accounting to invoice the college or university for payment for our Master Teachers. Although this had been done, it was discovered that our Master Teachers were not paid their stipends for the last two school years. In order to resolve this matter, Human Resources and Fiscal Services have developed a process to ensure that our Master Teachers are paid within a timely manner.

Total Expenditure: \$160.00 (per Master Teacher)

Eff: 8/24/12 – 12/13/12

Anaya, Arleen

Bernal, Sofia

Estrada, Susan

Hernandez, Jose

Hernandez, Monica

Macias-Ruiz, Lynda

f. Master Teacher Stipend (1) – Elementary Teachers

Funding Source: District General Fund

Justification: Past practice has been for Human Resources to notify Accounting to invoice the college or university for payment for our Master Teachers. Although this had been done, it was discovered that our Master Teachers were not paid their stipends for the last two school years. In order to resolve this matter, Human Resources and Fiscal Services have developed a process to ensure that our Master Teachers are paid within a timely manner.

Total Expenditure: \$320.00

Eff: 8/24/12 – 12/13/12

Jimenez, Pablo

g. Master Teacher Stipend (5) – Elementary Teachers

Funding Source: District General Fund

Justification: Past practice has been for Human Resources to notify Accounting to invoice the college or university for payment for our Master Teachers. Although this had been done, it was discovered that our Master Teachers were not paid their stipends for the last two school years. In order to resolve this matter, Human Resources and Fiscal Services have developed a process to ensure that our Master Teachers are paid within a timely manner.

Total Expenditure: \$160.00 (per Master Teacher)

Eff: 1/22/13 – 5/10/13

Anaya, Arleen

Bernal, Sofia

Hernandez, Jose

Hernandez, Monica

Jimenez, Pablo

17.5 DIVISION OF HUMAN RESOURCES

h. Master Teacher Stipend (1) – Secondary Teacher

Funding Source: District General Fund

Justification: Past practice has been for Human Resources to notify Accounting to invoice the college or university for payment for our Master Teachers. Although this had been done, it was discovered that our Master Teachers were not paid their stipends for the last two school years. In order to resolve this matter, Human Resources and Fiscal Services have developed a process to ensure that our Master Teachers are paid within a timely manner.

Total Expenditure: \$200.00

Eff: Spring 2011

Shigezane, Randy

i. Master Teacher Stipend (1) – Psychologist

Funding Source: District General Fund

Justification: Past practice has been for Human Resources to notify Accounting to invoice the college or university for payment for our Master Teachers. Although this had been done, it was discovered that our Master Teachers were not paid their stipends for the last two school years. In order to resolve this matter, Human Resources and Fiscal Services have developed a process to ensure that our Master Teachers are paid within a timely manner.

Total Expenditure: \$300.00

Eff: 8/2012 – 10/2012

Ward, Deborah

j. Master Teacher Stipend (2) – Elementary Teachers

Funding Source: District General Fund

Justification: Past practice has been for Human Resources to notify Accounting to invoice the college or university for payment for our Master Teachers. Although this had been done, it was discovered that our Master Teachers were not paid their stipends for the last two school years. In order to resolve this matter, Human Resources and Fiscal Services have developed a process to ensure that our Master Teachers are paid within a timely manner.

Total Expenditure: \$300.00 (per Master Teacher)

Eff: 1/2013 – 3/2013

Hurtado-Slaven, Maria

Lopez, Devorah

17.5 DIVISION OF HUMAN RESOURCES

k. Supplemental Pay Assignment

Certificated Staff (1) – El Rancho High

Funding Source: District General Funds

Justification: Ms. Farris took the place of the original Instructional Manager who was unable to fulfill these duties. It was necessary for her to begin this assignment as soon as possible.

Total Expenditure: \$5,296.81

Eff: 8/21/13 – 6/5/14

<u>Staff</u>	<u>Department</u>
Farris, April	Special Education

l. Supplemental Pay Assignment

Certificated Staff (2) – Rivera Middle

Funding Source: District General Funds

Justification: Due to an oversight, this Board item was not submitted for approval.

Total Expenditure: \$4,854.46

Eff: 8/21/13 – 6/5/14

<u>Staff</u>	<u>Assignment</u>
Cordova, Sylvya	Newspaper
Cordes, Lisa	Yearbook

STUDENT SERVICES:

m. ~~PULLED Extra-Duty, Extra-Pay Assignment~~

~~Certificated Staff (4) – El Rancho Education Center~~

~~Funding Source: Learning Center Account~~

~~Total Expenditure: \$48,132.00~~

~~Eff: 10/15/13 – 4/25/14~~

~~Baca, Guadalupe
Casillas, Lupita
Leos, Mia
Palomino, Jennifer~~

n. Extra-Duty, Extra-Pay Stipend

Certificated Staff (1) – Student Services

Funding Source: District General Fund (50%), Federal & State Special Education Funds (50%)

Total Expenditure: \$9,475.01

Eff: 10/11/13 – 6/17/14

Pegadiotes, Dena

EDUCATIONAL SERVICES:

o. Extra-Duty, Extra-Pay Assignment

Certificated Teachers (2) – Magee Elementary

Funding Source: Title I Funds

Total Expenditure: \$2,005.50

Eff: 10/11/13 – 2/22/14, not to exceed 25 hours each

Hidalgo, Veronica
Knapp, Dean

17.5 DIVISION OF HUMAN RESOURCES

- p. Extra-Duty, Extra-Pay Assignment
Certificated Teacher (1) – Magee Elementary
Funding Source: LCFF Funds
Total Expenditure: \$962.64
Eff: 10/11/13 – 6/5/14, not to exceed 24 hours
Urrieta, Robert
- q. Extra-Duty, Extra-Pay Assignment
Certificated Teachers (7) – South Ranchito Elementary
Funding Source: LCFF Funds
Total Expenditure: \$5,053.86
Eff: 10/11/13 – 6/5/14, not to exceed 126 hours total
Anaya, Arleen
Cordova, Margarita
Hernandez, Jose
Hernandez, Monica
Ibarra, Virginia
Jimenez, Pablo
Macias-Ruiz, Linda
- r. Extra-Duty, Extra-Pay Assignment
Certificated Teacher (1) – Rivera Middle
Funding Source: LCFF Funds
Total Expenditure: \$2,406.60
Eff: 10/14/13 – 6/5/14, not to exceed 60 hours
Covarrubias, Cesar
- s. Extra-Duty, Extra-Pay Assignment
Certificated Administrators (5) – El Rancho High
Funding Source: LCFF Funds
Justification: Due to an oversight, this board item was not submitted for approval; therefore, ratification is necessary.
Total Expenditure: \$4,562.04
Eff: 9/10/13 – 6/5/14, not to exceed 92 hours total
Gonzalez, Gabriel
Larios, Andrea
Rodriguez, George
Rodriguez, Steven
Ventura-Rincon, Yvette

17.5 DIVISION OF HUMAN RESOURCES

- t. Extra-Duty, Extra-Pay Assignment
Certificated Teachers (16) – El Rancho High
Funding Source: LCFF Funds
Justification: Due to an oversight, this board item was not submitted for approval; therefore, ratification is necessary.
Total Expenditure: \$16,485.21
Eff: 9/10/13 – 6/5/14, not to exceed 411 hours total
Alonso, Cecilio
Bauer, Sandra
Elliott, Ray
Elliott, Sylvia
Flores Veronica
Guzman-Jurado, Laura
Kerr, Megan
Larrache, Freddy
Narro, Celia
Palacios, Desiree
Ramirez, Ricardo
Rojo, Gabriela
Rosales, Alejandra
Sedano, Tracie
Thomas, Mridula
Wynn, Tirrell
- u. ~~PULLED~~ Extra-Duty, Extra-Pay Assignment
~~Certificated Counselors (7) – El Rancho High~~
~~Funding Source: LCFF Funds~~
~~Justification: Due to an oversight, this board item was not submitted for approval; therefore, ratification is necessary.~~
~~Total Expenditure: \$7,693.00 (includes \$1,000.00 for supplies)~~
~~Eff: 9/16/13 – 1/30/14, not to exceed 147 hours total~~
~~Arriola, Delia~~
~~Diaz Cruz, Marla~~
~~Espinoza, Olga~~
~~Jimenez, Roberta~~
~~Ortiz, Herb~~
~~Peña, Ray~~
~~Sell, Jan~~

17.5 DIVISION OF HUMAN RESOURCES

- v. Extra-Duty, Extra-Pay Assignment
Certificated Teacher (1) – Categorical Programs
Funding Source: Centralized Title I Funds
Justification: The information regarding the Parent Education Conference was not received in time to include for the September Board Meeting.
Total Expenditure: \$240.66
Eff: 10/5/13, not to exceed 6 hours
Correa, Gerardo (El Rancho High)
- w. Amend Extra-Duty, Extra-Pay Assignment
Certificated Teachers (~~23~~) (26) – Various Sites
Funding Source: Title I Set Aside – PI LEA Professional Development Funds
Total Expenditure: ~~\$13,837.95~~ \$15,642.90
Eff: 9/13/13 – 6/6/14, not to exceed 15 hours each
Aguirre, Rachel (Birney Elementary)
Anaya, Arleen (South Ranchito Elementary)
~~Arrata, Diana (Rivera Elementary)~~
Chavez-Molina, Cynthia (Birney Elementary)
Diaz, Evette (Salazar Continuation)
Estrada, Susan (South Ranchito Elementary)
Gutierrez, Amalia (Durfee Elementary)
Hidalgo, Veronica (Magee Elementary)
Knapp, Dean (Magee Elementary)
Kuftedjian, Alice (Durfee Elementary)
Lam, Dawn (ERHS)
Mackay, Renee (Rivera Elementary)
Madina, David (North Park Middle)
Martinez, Martin (ERHS)
McLaughlin, Holly (Rio Vista Elementary)
Navarro-Meunzel, Lisa (North Ranchito Elementary)
Novalis, Leslie (Rivera Middle)
Pardee, Summer (Burke Middle)
Rodriguez, Dianne (Burke Middle)
Salcido, Paula (North Ranchito Elementary)
Senteno-Tapia, Stephanie (ERHS)
Stinson, Sharon (Valencia Elementary)
Tanielu, Maritel (North Park Middle)
Taylor, Barbara (Rivera Elementary)
Vela, April (Rivera Middle)
Weaver, Kerrie (Rio Vista Elementary)
Ziola, Patty (Valencia Elementary)

17.5 DIVISION OF HUMAN RESOURCES

- x. Amend Extra-Duty, Extra-Pay Assignment
Certificated Teachers (~~22~~) (25) – Various Sites
Funding Source: Title I Set Aside – PI LEA Professional Development Funds
Total Expenditure: ~~\$13,236.30~~ \$15,041.25
Eff: 9/13/13 – 6/6/14, not to exceed 15 hours each
- Atencio, Leonard (Birney Elementary)
 - Charre, Martha (Valencia Elementary)
 - Covarrubias, Cesar (Rivera Middle)
 - Cunningham, Sean (Durfee Elementary)
 - Estrada, Susan (South Ranchito Elementary)
 - Francis, Steve (ERHS)
 - Hernandez, Monica (South Ranchito Elementary)
 - Jose, Melinda (Burke Middle School)
 - Kust, Melina (Rio Vista Elementary)
 - Mata, Diana (Rivera Elementary)
 - Morales, Manuel (Salazar Continuation)
 - Mukai, Charmagne (Magee Elementary)
 - Munoz, Jose (North Ranchito Elementary)
 - Navarro, Kathee (Rio Vista Elementary)
 - Nova-Wahler, Aide (Rivera Middle)
 - Perez, Robert (North Ranchito Elementary)
 - Ponciano, Lorena (North Park Middle)
 - Robledo, Deborah (Durfee Elementary)
 - Sermeno, Susan (North Park Middle)
 - Stinson, Sharon (Valencia Elementary)
 - Thomas, Mridula (ERHS)
 - Torres, Lourdes (Rivera Elementary)
 - Urrieta, Robert (Magee Elementary)
 - Vela-Amaya, Sylvia (Burke Middle School)
 - White, Wes (ERHS)

Motion: Renteria Second: Canchola Vote: 5-0 PASSED

B. Approved *with amendments and exceptions* Classified Personnel Register
No. 4-2013/2014

1. Authorization & Ratification of Employment for the 2013-2014 School Year:
- a. School Secretary Bilingual (1) – Salazar Continuation High School
Funding Source: Site General Funds.
Total Expenditure: \$3,564.93/mo.
Eff: 10/11/13
Santiago, Aveline

17.5 DIVISION OF HUMAN RESOURCES

- b. Health Services Assistant (1) - Rio Vista Elementary
Funding Source: Site General Funds
Total Expenditure: \$1,422.52/mo.
Eff: 10/11/13
Hinojos, Victoria O.
- c. Health Services Assistant (1) - Rivera Middle
Funding Source: Site General Funds
Total Expenditure: \$1,422.52/mo.
Eff: 10/11/13
Moreno, Suzanne
- d. Custodian (1) - El Rancho High
Funding Source: District General Funds
Justification: Ratification is necessary because employee was recently hired and needed to fill vacant position.
Total Expenditure: \$3,202.04/mo.
Eff: 9/30/13
Saucedo, Maria Elena
- e. Data Processing Clerk I (1) - Student Services
Funding Source: MAA Account
Total Expenditure: \$3,035.03/mo.
Eff: 10/11/13
Vargas, Erika Yvette
- f. Special Education Instructional Aide (2) – Student Services
Funding Source: Federal & State Special Education Funds
Justification: Due to the late resignations of personnel in these positions, aides needed to be hired after the submission of the September Human Resources board item due date.
Eff: 9/12/13
Gonzalez, Vivian \$2,450.90
Lornn, Malis \$1,977.82
- g. Special Education Instructional Aide (1) – Student Services
Funding Source: Federal & State Special Education Funds
Justification: An additional class was opened for the Specialized Academic Instruction (SAI) Program after the September Board meeting.
Payable at: \$2,450.90/mo.
Eff: 9/23/13
Cerda, Rosa

17.5 DIVISION OF HUMAN RESOURCES

2. Authorization & Ratification of Employment from the 39-Month Re-employment List for the 2013-2014 School Year:
 - a. Child Care Attendants (6) – Early Learning Program

Funding Source: State Preschool Funds
Eff: 10/11/13

Carcedo, Maria S.	\$1,059.02
De la Cruz, Alba N.	\$1,059.02
Griego, Emily	\$1,002.52
Gutierrez, Margaret	\$1,002.52
Hernandez, Nancy	\$1,070.27
Luna, Laura A.	\$1,059.02
 - b. Instructional Aide I (1) – Salazar Continuation High School

Funding Source: District General
Justification: Employee's first day of work passed the deadline for the September Board meeting.
Payable at: \$1,440.33/mo.
Eff: 9/9/13
Diaz, Sharon
3. **PULLED** ~~Authorization & Ratification for Temporary Employment from the 39-Month Re-employment List for the 2013-2014 School Year:~~
 - a. ~~Temporary Instructional Aide SH (5) – Student Services~~

~~Funding Source: Federal & State Special Education Funds
Justification: Due to the needs of the students in the Adult Transition Program, additional aides needed to be hired after the submission of the September Human Resources board item due date.~~

Ceballos, Carmen	Eff: 9/12/13 – 6/5/14	\$21.14/hr.
Cerda, Rosa	Eff: 8/23/13 – 6/5/14	\$21.14/hr.
Cruz, Helen	Eff: 8/21/13 – 12/13/13	\$21.73/hr.
Guzman, Lydia	Eff: 8/23/13 – 6/5/14	\$22.34/hr.
Vazquez, Maria	Eff: 8/23/13 – 6/5/14	\$21.14/hr.
 - b. Instructional Aide III (1) – South Ranchito

Funding Source: District General Fund
Payable at: \$22.95/hr.
Eff: 10/11/13 – 6/5/14
Shevlin, Guadalupe
 - c. Instructional Aide I (1) – Durfee

Funding Source: District General Fund
Justification: Assistance was needed promptly in the Kinder classes, that is why the Aide started working before the October board.
Payable at: \$22.16/hr.
Eff: 9/23/13 – 6/5/14
Gonzales, Maylene

17.5 DIVISION OF HUMAN RESOURCES

- d. Bus Rider (1) – Student Services
Funding Source: Federal & State Special Education Funds
Justification: Ratification is necessary because the employee's name was omitted from the original list that was submitted to board for approval.
Payable at: \$17.50/hr.
Eff: 9/12/13 – 6/5/14
Legarreta, Margaret
4. Authorization & Ratification of Request for Reclassification:
 - a. Administrative Secretary I (1) – El Rancho High
Funding Source: Site General Funds
Justification: Ratification is needed because the necessary paperwork could not be submitted in time for the previous board meeting.
Total Expenditure: \$5,906.81/mo.
Eff: 8/21/13
Larrache, Belinda
5. Authorization & Ratification of Out-of-Category Assignment:
 - a. Grounds Equipment Operator (1) - Maintenance & Operations
Funding Source: District General Funds
Justification: Ratification is needed because the necessary paperwork could not be submitted in time for the previous board meeting.
Total Expenditure: \$4,614.70/mo.
Eff: 9/9/13 - 12/6/13
Ochoa, Antonio
 - b. Cook/Baker (1)
Funding Source: Food Services
Payable at: \$2,336.12/mo.
Eff: 9/9/13
Colunga, Carmen – Burke Cafeteria
 - c. Cook/Baker (1)
Funding Source: Food Services
Payable at: \$2,336.12/mo.
Eff: 9/9/13
Hill, Jane –North Ranchito Cafeteria

17.5 DIVISION OF HUMAN RESOURCES

6. Authorization & Ratification of Substitute Employment:

a. Clerical Substitute (1) – Rivera Middle

Funding Source: Site General Funds

Justification: Vacant position is currently being flown and it is not known who will fill position, it is necessary to have a clerical substitute assist with students in health office until position is filled.

Total Expenditure: \$16.60/hr.

Eff: 9/9/13

Salgado, Laura

b. Clerical Substitute (1) – El Rancho High

Funding Source: Site General Funds

Justification: Ratification is necessary because the current school secretary was out on medical leave and a clerical substitute was needed to assist with clerical duties in the office.

Total Expenditure: \$16.60/hr.

Eff: 8/29/13 - 9/6/13

Salgado, Laura

c. Clerical Substitute (1) - Human Resources

Funding Source: District General Funds

Justification: Ratification is necessary because four (4) clerical substitutes, who were included in the current Clerical Sub Pool List, were recently hired into permanent positions and can no longer substitute for the district.

Total Expenditure: \$16.60/hr.

Eff: 9/23/13 - 6/30/14

Coronado, Irene

7. Authorization & Ratification for Substitute Employment for the 2013-2014

School Year:

a. Special Education Instructional Aide Substitute (1) – Student Services

Funding Source: Federal & State Special Education Funds

Justification: Ratification is necessary because the employee's name was omitted from the original list that was submitted to board for approval.

Payable at: \$17.50/hr.

Eff: 9/12/13 – 6/5/14

Legarreta, Margaret

b. Instructional Aide I Substitute (1) – Rio Vista

Funding Source: Title I

Justification: Coverage was needed while the permanent Aide is out ill.

Payable at: \$15.71/hr.

Eff: 8/30/13

Estrada, Cecilia

17.5 DIVISION OF HUMAN RESOURCES

- c. Instructional Aide I Substitute (1) – Districtwide
Funding Source: District General Fund
Payable at: \$15.83/hr.
Eff: 10/11/13
Hernandez, Teresita
 - d. Instructional Aide I Substitute (1) – Districtwide
Justification: Unaware paperwork was not submitted for this employee.
Funding: District General Fund
Payable at: \$15.83/hr.
Eff: 8/29/13
Duffey, Rosalva
8. Authorization and Ratification of Unclassified Employment:
- a. A.S.B. Worker (8) – El Rancho High
Funding Source: El Rancho A.S.B. Funds
Justification: Notification of ASB workers was received after the September board.
Payable at: \$12.56/ hr.
Eff: 8/30/13 – 6/5/14
Alonzo, Aaron
Guizar, April
Maduro, Michael
Mendoza, Joaquin
Montano, Tracey
Palomino, Rogelio
Sanchez, Freddy
Saucedo, Natalie
 - b. Student Worker (1) – Food Services
Funding Source: Food Services
Payable at: \$10.05/hr.
Eff: 10/11/13 – 6/5/14
Medina, Luis
 - c. Noon Supervisor (1) – District Wide
Funding Source: District General Funds
Payable at: \$10.70/hr.
Eff: 10/11/13 – 6/5/14
Estrada, Susan

17.5 DIVISION OF HUMAN RESOURCES

- d. Noon Supervisor (1) – El Rancho High
Funding Source: Title I
Justification: Ratification is necessary in order to have a safe and smooth school opening. Submission of requisition was after deadline for September board.
Payable at: \$10.70/hr.
Eff: 8/21/13 – 6/5/14
Dominguez, Carlos
- e. Instructional Aide Trainee (1) – Categorical Programs
Funding Source: Title I 50% / Title III 50%
Justification: Ratification is necessary to ensure coverage when needed.
Payable at: \$12.72/hr.
Eff: 10/1/13 – 6/5/14
Carpio, Maria
- f. Safe School and Violence Prevention Officer (3) – El Rancho High
Funding Source: District General Funds
Justification: Ratification is necessary due to school safety. Submission of requisition was after deadline for September board.
Payable at: \$16.63/hr.
Eff: 8/13/13 – 6/5/14
Alonzo, Aaron
Palomino, Rogelio
Sanchez, Freddy
- g. Safe School and Violence Prevention Officer (1) – North Park
Funding Source: District General Funds
Justification: A Safe School and Violence Prevention Officer was needed to be placed immediately to ensure campus safety. The submission of the requisition to Human Resources was after the deadline for the September board.
Payable at: \$16.63/hr.
Eff: 9/23/13 – 6/5/14
Allen, Jonathan
- h. Safe School and Violence Prevention Officer (1) – Rivera Middle
Funding Source: District General Funds
Justification: Ratification is necessary in order to replace previous Safe School and Violence Prevention Officer and to ensure student safety.
Payable at: \$16.63/hr.
Eff: 9/24/13 – 6/5/14
Alcala, Moses

17.5 DIVISION OF HUMAN RESOURCES

- i. Safe School and Violence Prevention Officer (1)– Ruben Salazar High
Funding Source: District General Funds
Justification: Ratification is necessary in order to replace previous Safe School and Violence Prevention Officer and to ensure student safety.
Payable at: \$16.63/hr.
Eff: 9/13/13 – 6/5/14
Ayala, Vincent
- j. College Tutor (1) – North Park
Funding: Discretionary 80 % / EIA/SCE 20%
Justification: Submission of requisition was passed the deadline for September board.
Payable at: \$16.63/hr.
Eff: 8/21/13 – 6/5/14
Lopez, Cristina
- k. College Tutor (1) – Rio Vista
Funding Source: Title 1
Justification: Submission of requisition was passed the deadline for September board.
Payable at: \$16.63/hr.
Eff: 9/3/13 – 6/5/14
Gomez, Tatiana
- l. College Tutor (1) – South Ranchito
Funding Source: Title I
Justification: Administrative start date at new school was after submission deadline.
Payable at: \$16.63/hr.
Eff: 9/4/13 – 6/5/14
Hsieh, Ana
- m. College Tutor (1) – South Ranchito
Funding Source: EIA
Justification: Submission of requisition was passed the deadline for September board.
Payable at: \$16.63/hr.
Eff: 8/27/13 – 6/5/14
Garcia, Gilbert
- n. College Tutor (1) – South Ranchito
Funding Source: EIA
Justification: Submission of requisition was passed the deadline for September board.
Payable at: \$16.63/hr.
Eff: 8/21/13 – 6/5/14
Maturino, Priscilla

17.5 DIVISION OF HUMAN RESOURCES

- o. College Tutor (1) – Valencia
Funding Source: Title I
Justification: School site was informed on August 19, 2013, that additional funding would now be available to sites. The implications of this good news for Valencia Elementary was that additional teacher support could now be supported. The process was initiated as soon as the news was received. Approval for the support services is being requested in order to maintain and maximize the optimum level of teacher instructional support in the classroom.
Payable at: \$16.63/hr.
Eff: 8/26/13 – 6/5/14
Carmona, Elizabeth
 - p. Girls Basketball JV Coach (1) - El Rancho High
Funding Source: District General Funds
Payable at: \$3,195.76 per coach
Eff: 10/11/13 – 2/28/14
Landin, Irene
 - q. Girls Soccer Varsity Assistant Coach (1) – El Rancho High
Funding Source: District General Funds
Payable at: \$3,195.76 per coach
Eff: 10/11/13– 2/28/14
Preciado, Jessica
9. Authorization & Ratification of Request for Resignation:
- a. Grounds Equipment Operator (1) – Maintenance & Operations
Eff: 9/26/13
Bustillos, Reyes
 - b. Special Education Instructional Aide (1) – El Rancho High
Eff: 9/08/13
Moreno, Adrian
 - c. Behavior Technician (1) – El Rancho High
Eff: 9/20/13
Moreno, Jeffrey E.
10. Authorization & Ratification of Early Retirement:
- a. Instructional Aide I (1) – Rio Vista
Eff: 9/26/13
Caballero, Marina

Motion: Renteria

Second: Canchola

Vote: 5-0

PASSED

18. ADJOURNMENT – 11:19 p.m.

Motion: Renteria

Second: Alvidrez

Vote: 5-0 PASSED