

BOARD MEETING NOTICE AND AGENDA

EL RANCHO UNIFIED SCHOOL DISTRICT

Regular Meeting of the Board of Education
Conducting the District's Business in Public

**Magee Elementary School
8200 Serapis Avenue
Pico Rivera, CA 90660**

May 10, 2012

Closed Session – 5:30 p.m.

Open Session – 7:00 p.m.

Persons in the audience during the meeting of the Board of Education are asked to not talk during presentations or the meeting. If conversation needs to take place, please do so outside of the Board Meeting so as not to disrupt others or the meeting. *Please make sure your cell phone is turned off or silenced at this time.*

AGENDA

1. CALL TO ORDER

The meeting was called to order by _____, President, at _____ p.m.

1.1 **ROLL CALL – Members of the Board of Education**

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

1.2 **ROLL CALL – Members of the Administrative Cabinet**

Dr. Myrna Rivera Coté, Superintendent
Susanna Contreras-Smith, Assistant Superintendent, Educational Services
John Lopez, Assistant Superintendent, Human Resources
Dr. Christopher Gutierrez-Lohrman, Director, Student Services
Pearl Iizuka, Consultant, Business Services
Edward L. Kunkel, Legal Counsel, Camacho & Kunkel

2. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

3. ADJOURN TO CLOSED SESSION

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** Conference with Legal Counsel – Anticipated/Existing Litigation (Pursuant to subdivisions (a-c) of Government Code §54956.9)
Claimant: OCR Case #09-12-1072
- 4.2** Conference with Legal Counsel – Anticipated/Existing Litigation (Pursuant to subdivisions (a-c) of Government Code §54956.9)
Claimant: Roman Atencio
Agency claimed against: El Rancho Unified School District
(Reference page 15)
- 4.3** Student Discipline (Pursuant to Education Code § 35146; § 48918 (c))
Student Nos. 16-2011/2012 through 17-2011/2012
- 4.4** Conference with Labor Negotiators (Pursuant to subdivision (a) of Government Code § 54957.6) Agency Designated Representatives: John Lopez, Assistant Superintendent, Human Resources; Edward L. Kunkel, Camacho & Kunkel Employee Organizations: ERFT/CSEA/ERASA/Other Unrepresented Employees
- 4.5** Public Employee Appointment/Employment (Pursuant to Government Code §54957)
Certificated Personnel Register No. 12-2011/2012
Classified Personnel Register No. 13-2011/2012
- 4.6** Public Employment Discipline/Dismissal/Release/Complaint (Pursuant to Government Code §54957)

5. RECONVENE IN OPEN SESSION – 7:00 p.m.

5.1 PLEDGE OF ALLEGIANCE

RECORDER	Sandy Watkins
INTERPRETER	Herlinda Acevedo
VISITORS	Register No. 17-2011/2012

6. STUDENT REPORTS

- 6.1** ASB President, El Rancho High School, Miranda Monugian
- 6.2** ASB Spokesperson, Salazar High School, Anthony Carlson

7. PUBLIC ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION

8. **ADOPTION OF AGENDA**

Recommendation is made that the Agenda be adopted as submitted.

(Reference pages 1-14)

M_____S_____Vote_____

9. **AWARDS AND RECOGNITIONS**

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

9.1 Magee Elementary School Presentation

Principal, Rudy Ramirez; Student Government President, Andres Felix

(Reference page 16)

9.2 El Rancho High School Teen Court Presentation

Principal, Sam Genis

(Reference page 17)

9.3 Recognition of the El Rancho High School Academic Decathlon Team

Principal, Sam Genis

(Reference pages 18-19)

9.4 Recognition of the El Rancho High School 2011/12 ASB Executive Commission

Principal, Sam Genis

(Reference page 20)

9.5 Introduction of the El Rancho High School 2012/13 ASB Executive Commission

Principal, Sam Genis

(Reference page 21)

10. **PUBLIC COMMENTS – ITEMS NOT ON THE AGENDA** (Yellow speaker's card)

*Public Comments is the time when members of the audience may address the Board on matters **not listed on the agenda**. 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.*

11. **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.

12. 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.

13. 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. 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.

HEARING SESSION: (Blue speakers card)

*This is the time when members of the audience may speak to any item **on the CONSENT AGENDA only.** Your remarks will be limited to three (3) minutes. **Please note that questions from the public on personnel and/or IEP-related items cannot be accommodated due to confidentiality requirements.***

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.

M _____ S _____

13.1 SUPERINTENDENT'S ITEMS

- A. Approve the Minutes of the Board of Education's Regular Meeting held April 19, 2012.
(Reference pages 22-44)

13.2 DIVISION OF STUDENT SERVICES

- A. Approve agreement for vision screening services between *Dr. Wayne W. Hoelt, O.D.* and the El Rancho Unified School District for the 2012/2013 school year. Cost of services is \$3.50 per student, payable from the Health Services General fund budget account not to exceed \$12,000.00.
(Reference pages 45-46)

13.2 DIVISION OF STUDENT SERVICES

- B. Approve agreement with *Hazelden Foundation*, a Minnesota nonprofit corporation, to provide Core subscriptions and supplemental materials to 13 schools District wide for the 2012-2013 school year, effective July 1, 2012 through July 31, 2015. This agreement will support the District's efforts in meeting the state's requirements under the Anti-Bullying Program for a total expenditure of \$26,000.00, payable from the Safe Schools/Healthy Students Grant.

(Reference pages 47-56)

- C. Approve/Ratify Master Contract and Individual Service Tuition Agreement between El Rancho Unified School District and *Villa Esperanza Services*. An El Rancho Unified School District identified and Board-approved student is to attend this school from July 1, 2011 to June 30, 2012 in accordance with Public Law 108-446 IDEA; Education Code Sections 56035, 56365-56366 and 56740. Total expenditure of \$9,540.00 is payable through the Federal & State Special Education block grants.

(Reference page 57)

- D. Approve/Ratify Individual Service Tuition Agreement between El Rancho Unified School District and *Zinsmeyer Academy*. An El Rancho Unified School District identified and Board-approved student is to attend this school from April 16, 2012 to June 30, 2012 in accordance with Public Law 108-446 IDEA; Education Code Sections 56035, 56365-56366 and 56740. Total expenditure of \$8,596.27 is payable through the Federal & State Special Education block grants.

(Reference page 58)

13.3 DIVISION OF EDUCATIONAL SERVICES

- A. Approve extended educational field trip for forty (40) Rio Vista Elementary School fifth grade students, one principal, two (2) certificated staff members, one (1) parent volunteer, and two (2) alternates (classified staff members) to the NatureBridge Residential Science Camp in the Santa Monica Mountains, California, Monday, June 4, 2012 through Wednesday, June 6, 2012. Total expenditure of \$7,830.00 for substitute teacher, participant costs and PTC transportation is payable from Rio Vista Elementary School Title I Funds, PTO Funds, donations and parent support, at no cost to the District.

(Reference pages 59-60)

13.3 DIVISION OF EDUCATIONAL SERVICES

- B. Approve consultant agreement with Armando Briones, Jr. to provide El Rancho High School with public address announcement services during athletic events, effective September 3, 2012 through December 1, 2012. Total expenditure not to exceed \$1,000.00 (\$125.00 per game worked: five (5) home games and up to three (3) CIF games) is payable from El Rancho High School ASB Funds, at no cost to the District.
(Reference pages 61-62)

13.4 DIVISION OF BUSINESS SERVICES

- A. Approve/Ratify Business Services reports for the month of April 2012.
(Reference pages 63-65)
- B. Approve to declare (79) items of computer equipment as obsolete and authorize disposal of equipment no longer usable by the District.
(Reference pages 66-69)
- C. Approve attendance for three (3) Classified Staff Members from the Maintenance and Operations Department to attend a one day fire alarm training seminar presented by Time & Alarm Systems on Tuesday, May 22, 2012 in Ontario, California. There is no cost to the District.
(Reference page 70)
- D. Approve award of mandated lowest bid for the District Roofing Project – Bid 624, Package No. 1 for Meller/Salazar, Rio Vista Elementary and Rivera Middle School to Best Contracting Services for a total base bid contract cost of \$194,800. Total contract cost payable from State Deferred Maintenance Funds.
(Reference pages 71-72)
- E. Approve award of mandated lowest bid for the District Roofing Project – Bid 624, Package No. 2 for El Rancho Adult School (Education Center) for a total base bid contract cost of \$12,690. Total contract cost payable from El Rancho Adult School funds.
(Reference pages 73-74)
- F. Approve adoption of existing salary schedules for the 2012-2013 fiscal year with the proviso that, as a result of financial uncertainties, negotiations, legislation, and other factors, the governing board hereby declares that all management, confidential and other unrepresented employee salaries are declared indefinite for the 2012-2013 fiscal year.
(Reference page 75)

13.4 DIVISION OF BUSINESS SERVICES

- G. Approve Resolution No. 29-2011/2012 Cash Borrowing; Temporary Transfers from the School Pools Fund Maintained by the Los Angeles County Treasurer, authorizing temporary transfers to meet possible cash flow shortages as a result of the State deferrals for fiscal year 2012/2013.
(Reference pages 76-77)
- H. Approve Resolution No. 30-2011/2012 Cash Borrowing; Temporary Inter-fund Cash Borrowing, authorizing temporary borrowing of cash between District funds to meet possible cash flow shortages as a result of the State deferrals in fiscal year 2012/2013.
(Reference pages 78-79)
- I. Approve Resolution No. 31-2011/2012, Resolution of the Board of Education of the El Rancho Unified School District requesting the issuance of 2012/2013 tax and revenue anticipation notes (TRANS) for the district by the Board of Supervisors of the County of Los Angeles.
(Reference pages 80-128)
- J. Adopt Resolution No. 32-2011/2012 approving an Inter-fund Transfer in the amount of \$200,000 out of the Deferred Maintenance Fund and into the General Fund.
(Reference pages 129-130)
- K. Approve/Ratify purchase of Apple computer products for Birney Elementary, North Ranchito Elementary, Magee Elementary, Durfee Elementary, Rivera Middle and Student Services under the Glendale Unified School District Piggyback provision, Bid #P-13, 2008/2009 to ensure use of school funds and delivery of products by June 30, 2012. Total cost payable from school various Categorical funds.
(Reference page 131)
- L. Approve to accept proposal submitted by Christofi Architects for architectural services necessary to create a structural safety and ADA requirements assessment report for Casa Montenegro.
(Reference pages 132-134)
- M. Approve contract agreement with Phantom Fireworks Company for services rendered to El Rancho High School as related to the "Fireworks Sale" from June 28 (set-up) to July 5, 2012 (take down) at no cost to the District. Funds received will benefit El Rancho High School athletic and extra-curricular programs.
(Reference pages 135-137)

13.5 DIVISION OF HUMAN RESOURCES

- A. Adopt Resolution No. 28 – 2011/2012 authorizing the implementation of certificated layoff, and providing direction to issue notifications to employees whose services are to be terminated.
(Reference pages 138-146)

- B. Approve contract agreement between the El Rancho Unified School District and Azusa Pacific University for providing teaching experience through student teaching. This agreement shall commence on July 1, 2012 and terminate on June 30, 2015.
(Reference pages 147-151)

- C. Approve Certificated Personnel Register No. 12-2011/2012
(Reference pages 152-160)
 - 1. Authorization & Ratification of Employment:
 - a. Speech & Language Pathologist (1) – Probationary – Student Services
Funding Source: Federal & State Special Ed Block Grant
Eff: 7/01/12
Townsend, Andrea
 - b. Long Term Substitute Teachers (4)
Funding Source: General Funds
Eff: 3/21/12
Adame, Kathryn – Burke Middle
Eff: 4/10/12
Pardee, Summer – North Park Middle
Eff: 4/27/12
Gomez, Geri – El Rancho High
Eff: 5/17/12
Magdaleno, Jesus – El Rancho High

 - 2. Authorization of Request for Resignation:
 - a. Certificated Special Ed. Teachers (1)
Eff: 6/14/12
Guzman, Laarni – South Ranchito Elementary

 - 3. Authorization for Early Retirement:
 - a. Certificated Teacher (1)
Eff: 6/15/12
Melton, Sue Ellen – Burke Middle
 - b. Certificated Administrator (1)
Eff: 7/1/12
Lopez, Gloria – Durfee Elementary

13.5 DIVISION OF HUMAN RESOURCES

4. Authorization of Extra-Duty, Extra-Pay Assignments:

HUMAN RESOURCES:

a. Extra-Duty, Extra-Pay Assignment

Certificated Staff Members (8) – El Rancho High School

Fall Athletics 2012-2013

Funding Source: District General Fund

Eff: 8/27/12 – 11/30/12

<u>Staff</u>	<u>Supplemental Pay</u>	<u>Assignment</u>
Lawson, Lynn	\$4,882	Athletic Director
Alvarado, Joseph	\$2,123	Trainer
Lippstreu, Cynthia	\$2,545	Var. Girls' Tennis
Picon, Adelaida	\$3,191	Var. Head Girls' Volleyball
Wynn, Tirrell	\$2,545	Var. Boys' Cross Country
Wright, Samuel	\$3,191	Var. Boys' Water Polo
Galindo, Eduardo	\$2,123	JV Girls' Tennis
Sauceda, Rudy	\$3,191	JV Asst. Football

EDUCATIONAL SERVICES:

b. Extra-Duty, Extra-Pay Assignment:

Counselors (4)

To facilitate The Parent Engagement Through Technology Program

El Rancho High School/Educational Services

Total Expenditure Not to Exceed: \$2,496.10

Funding Source: Title I Funds

Eff: 5/11/12 – 6/5/12

Diaz, Marla

Jiménez, Roberta

Ornelas, Erika

Pena, Ramon

c. Per Diem Assignment:

Certificated Staff Members (2)

For extended responsibilities during the summer of 2012

Categorical Programs/Educational Services

Total Expenditure Not to Exceed: \$11,373.83

Funding Source: EIA/SCE (\$5,602.89), EIA/LEP (\$5,770.94) Funds

Eff: 6/15/12-6/30/12

Garcia, Rachel (EIA/SCE Funds)

Pantoja-Velasco, Alejandra (EIA/LEP Funds)

13.5 DIVISION OF HUMAN RESOURCES

D. Approve Classified Personnel Register No. 13-2011/2012
(Reference pages 161-173)

1. Authorization & Ratification of Out of Category:
 - a. Grounds Equipment Operator (1) – M & O
Payable at: \$3,433.00/month
Funding Source: District General Funds
Eff: 5/22/12
Villa, Fernando
 - b. Amend School Secretary Bilingual (1) – North Park Middle
Payable at: \$3,602.00/month
Funding Source: General Funds
Eff: ~~5/15/12~~ 4/30/12
Carrillo, Susan
2. Authorization & Ratification of Unclassified Employment:
 - a. College Tutor (1) – Durfee Elementary
Payable at: \$13.24/hour
Funding Source: Title I Supplemental Funds
Eff: 5/11/12 – 6/13/12
Suarez, Xavier
 - b. Instructional Aide Trainee (1) – So. Ranchito Elementary
Payable at: \$10.13/hour
Funding Source: Title I
Eff: 3/26/12 – 6/13/12
Dominguez, Maria De La Luz
 - c. Noon Supervisor (1) – Human Resources
Payable at: \$8.52/hour
Funding Source: General Funds
Eff: 3/19/12 – 6/13/12
Cervantes, Aileen M.
3. Authorization & Ratification of request for unpaid Leave of Absence:
 - a. Instructional Aide III (1) – Rivera Elementary
Eff: 4/10/12 – 6/30/12
Logsdon, Mary
4. Authorization of Retirement:
 - a. School Secretary Bilingual – Adult School
Eff: 6/30/12
Blanco, Laura

13.5 DIVISION OF HUMAN RESOURCES

5. Authorization & Ratification of Resignation:
 - a. Vocational Specialist (1) – Student Services
Eff: 5/01/12
Anaya, Ignacio Jesus

6. Classified Layoffs & Reductions due to Job Elimination & Bumping Process for the 2011-2012 School Year:
 - a. Notice of Reduction in Work Months (1)
Eff: 7/1/12
Clerk Typist II/Bilingual (1 position)
 - b. Notice of Transfer & Reduction in Hours (3)
Eff: 7/1/12
Special Ed. Aide/SH (3 positions)
 - c. Notice of Change in Job Classification (7)
Eff: 7/1/12

Head Custodian I	(1 position)
Clerk Typist II	(1 position)
Behavior Technician	(2 positions)
Special Ed. Aide/SDL	(1 position)
Computer Resource Aide	(1 position)
Child Care Attendant	(1 position)
 - d. Notice of Change in Job Classification & Reduction in Hours (1)
Eff: 7/1/12
Special Ed. Aide/SDL (1 position)
 - e. Notice of Layoff (31)
Eff: 7/1/12

Technology Services Technician	(1 position)
Records Clerk	(1 position)
Behavior Technician	(5 positions)
Vocational Specialist	(3 positions)
Special Ed. Aide/SH	(3 positions)
Special Ed. Aide/SDL	(5 positions)
Instructional Aide II	(3 positions)
Instructional Aide I	(2 positions)
Child Care Attendant	(8 positions)

14. CONSENT AGENDA VOTE

M _____ S _____ Vote _____

15. NEW BUSINESS – ACTION ITEMS

*This is the time of the meeting when members of the public may address the Board on matters that **are on the ACTION ITEMS agenda only**. In the interest of time, individual comments will be limited to three (3) minutes. The Board shall limit the total time for each agenda item to a maximum of fifteen (15) minutes.*

15.1 SUPERINTENDENT’S OFFICE

- A. Approve first reading of *revised* Board Policy 1325, Community Relations, Advertising and Promotion.
(Reference pages 174-179)

M _____ S _____ Vote _____

15.2 DIVISION OF STUDENT SERVICES

- A. Approve Student Expulsion: Student #16-2011/2012
(Reference pages 180-196)

M _____ S _____ Vote _____

- B. Approve Student Expulsion: Student #17-2011/2012
(Reference pages 197-207)

M _____ S _____ Vote _____

- C. Approve adoption of *revised* Board Policy and Administrative Regulation 0410, Philosophy-Goals-Objectives and Comprehensive Plans, Nondiscrimination in District Programs and Activities.
(Reference pages 208-211)

M _____ S _____ Vote _____

- D. Approve adoption of *revised* Board Policy and Administrative Regulation 0450, Philosophy-Goals-Objectives and Comprehensive Plans, Comprehensive Safety Plan.
(Reference pages 212-224)

M _____ S _____ Vote _____

15.2 DIVISION OF STUDENT SERVICES

- E. Approve adoption of *revised* Board Policy and Administrative Regulation 5137, Students, Positive School Climate.
(Reference pages 225-229)

M_____S_____Vote_____

15.3 DIVISION OF EDUCATIONAL SERVICES

- A. Approve adoption of *revised* Board Policy and Administrative Regulation 6163.4, Instruction, Student Use of Technology.
(Reference pages 230-243)

M_____S_____Vote_____

- B. Approve first reading to *delete and replace* Board Policy 6116, Instruction, Classroom Interruptions, with new Administrative Regulation 6116, Instruction, Classroom Interruptions.
(Reference pages 244-247)

M_____S_____Vote_____

15.4 DIVISION OF BUSINESS SERVICES

None

15.5 DIVISION OF HUMAN RESOURCES

None

16. ADJOURNMENT

M _____ S _____ Vote _____

REASONABLE ACCOMMODATIONS: Any individual with a disability who requires reasonable accommodation to participate in a Board Meeting may request assistance by contacting the Superintendent's Office at 9333 Loch Lomond Drive, Pico Rivera, CA 90660. Phone number (562) 801-5199; fax number (562) 949-2821.

FUTURE BOARD MEETINGS

Thursday, June 14, 2012 Regular Public Mtg. (7:00 p.m. Open Session) at City Hall
Thursday, July 12, 2012 Regular Public Mtg. (7:00 p.m. Open Session) at City Hall

A copy of the Board Meeting Agenda is posted on the District's website, www.erusd.org. Written materials distributed to the Board after the 72 hour posting period will also be made available for public review at the time of distribution. Copies may also be obtained at the District Office or at the Board Meeting.