

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.

MINUTES OF BOARD ACTIONS

1. CALL TO ORDER

The meeting was called to order by Dr. Joseph Rivera, President, at 5:35 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

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. CLOSED SESSION

- 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
- 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 – 7:03 p.m.

- 5.1 PLEDGE OF ALLEGIANCE** Andres Felix
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 Alternate, Salazar High School, Kenneth Salazar

7. PUBLIC ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION

Dr. Rivera announced that action was taken in Closed Session to reject a claim against the District and to release one (1) classified employee.

Vote: 5-0 PASSED

8. ADOPTION OF AGENDA

Recommendation is made that the Agenda be adopted as submitted.

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

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
- 9.2** El Rancho High School Teen Court Presentation
Principal, Sam Genis and Judge David S. Wesley
- 9.3** Recognition of the El Rancho High School Academic Decathlon Team
Principal, Sam Genis
- 9.4** Recognition of the El Rancho High School 2011/12 ASB Executive Commission
Principal, Sam Genis
- 9.5** Introduction of the El Rancho High School 2012/13 ASB Executive Commission
Principal, Sam Genis

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.*

- Ms. Margaret Martinez-Ingle, Rivera Elementary teacher and ERFT Vice-President, spoke about transitional kindergarten and the many unanswered questions that parents need to know about the program.
- Mr. Louis Salcido, community member, shared his thoughts about the District televising Board of Education meetings. He also spoke about monies being transferred from one account to another and questioned why these funds can’t be used to avoid teachers from being laid off and to avoid furlough days. Mr. Salcido expressed his concern about the location of the May 4, 2012 Board meeting and felt the room was too small to allow for public participation.
- Mr. Rico Tamayo, ERFT President, indicated that the ERFT Board feels that the District should not spend money on an outside consulting group to look for a new Superintendent; that there are many qualified people within the District to form a search team and that the search team should represent all stakeholders.

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

- Ms. Lizet Gutierrez, Cal State Long Beach student, shared research information on ethnic studies courses at the high school and college levels.
- Ms. Jodi McMillen, retired El Rancho teacher, addressed the Board about spending money on hiring a search firm to find a new Superintendent.
- Ms. Judi Gollette, Adult Transition Program teacher, acknowledged students in the program and highlighted their successes.
- Mr. Victor Gonzalez, community volunteer, shared information about a program, Computers for Kids, where students and/or youth volunteer for 80 hours repairing computers. Upon completion of the program the volunteers get to keep a computer for their personal use.
- Ms. Gila Lopez, community member, pleaded with the Board to reinstate Durfee Elementary special education teacher, Mr. Lopez. She also stated that Mrs. Susanna Contreras-Smith would be an excellent future Superintendent in the District.
- Mr. Gabriel Lopez, parent, implored the Board to save his son’s teachers’ job.
- Mr. David Narvaez, CSEA President, emphasized that CSEA is doing their share to work with the District during this budget crisis. He also pointed out that CSEA is endorsing Mrs. Susanna Contreras-Smith as the next Superintendent.

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.

- Mrs. Ramirez wished all the mothers in the audience a Happy Mother’s Day. She apologized to all for a comment she made at a previous Board meeting that was taken out of context. She commented that several ROP classes will be at the District sponsored Health Fair on Saturday, May 12 at the Adult School.
- Mrs. Canchola thanked Mr. Ramirez and Magee staff for hosting the Board meeting. She stated that we are celebrating teacher appreciation this week and thanked all the teachers for everything they do. She announced that the ERHS Teen Court Program will be holding their first annual fundraiser on May 24.
- Mr. Renteria thanked Mr. Ramirez for hosting the Board meeting. He highlighted several school and community functions that he and his family had the pleasure of attending.
- Mrs. Alvidrez wished all mothers a Happy Mother’s Day on Sunday.
- Dr. Rivera thanked Mr. Ramirez for hosting the meeting. He invited everyone to attend the Spring Into Health Fair on Saturday, May 12. There will be entertainment and performances by our students. He had the opportunity to attend a meeting with the State Superintendent, Tom Torlakson, where they shared concerns regarding education. Dr. Rivera commended the District associations and administrators for trying to find the best creative options for our District during this financial crisis.

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.

- Dr. Coté announced that our May edition of School News Online is now posted on our website. She thanked Dr. Rivera for his article and hopes the Board will continue with this new tradition of providing articles for the publication.

Dr. Coté thanked the District's kindergarten teachers and ERFT for supporting the implementation of Full Day Kindergarten for the 2012/2013 school year. Our District will have Full Day Kindergarten in seven out of eight elementary schools when school opens in August.

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 speaker's 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.***

- Ms. Judi Gollette, teacher, addressed the Board regarding the layoff of two Vocational Specialists.
- Ms. Monica Sorensen, teacher, implored the Board to do everything possible to avoid any more teacher layoffs. She asked the Board to be fiscally responsible by saving every penny possible and to look for creative ways to call back teachers.

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: Alvidrez

Second: Ramirez

13.1 SUPERINTENDENT'S ITEMS

- A. Approved the Minutes of the Board of Education's Regular Meeting held April 19, 2012.

13.2 DIVISION OF STUDENT SERVICES

- A. Approved agreement for vision screening services between *Dr. Wayne W. Hoeft, 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.
- B. Approved 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.
- C. Approved/Ratified 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.
- D. Approved/Ratified 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.

13.3 DIVISION OF EDUCATIONAL SERVICES

- A. Approved 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.

13.3 DIVISION OF EDUCATIONAL SERVICES

- B. Approved 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.

13.4 DIVISION OF BUSINESS SERVICES

- A. Approved/Ratified Business Services reports for the month of April 2012.
- B. Approved to declare (79) items of computer equipment as obsolete and authorize disposal of equipment no longer usable by the District.
- C. Approved 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.
- D. Approved 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.
- E. Approved 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.
- F. Approved 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.
- G. Adopted 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.

13.4 DIVISION OF BUSINESS SERVICES

- H. Adopted 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.
- I. Adopted 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.
- J. Adopted 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.
- K. Approved/Ratified 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.
- L. Approved to accept proposal submitted by Christofi Architects for architectural services necessary to create a structural safety and ADA requirements assessment report for Casa Montenegro.
- M. Approved 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.

13.5 DIVISION OF HUMAN RESOURCES

- A. Adopted 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.
- B. Approved 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.

13.5 DIVISION OF HUMAN RESOURCES

C. Approved Certificated Personnel Register No. 12-2011/2012 *as amended*

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. **PULLED 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. Approved Classified Personnel Register No. 13-2011/2012

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

Motion: Ramirez Second: Alvidrez Vote: 5-0 PASSED
with exceptions/amendments

Exceptions:

Item 13.4 D Vote: 4-1 (Canchola)

Item 13.4 E Vote: 4-1 (Canchola)

Item 13.4 L Vote: 4-1 (Renteria)

Item 13.5 Amended (Pulled 13.5 C.4.a)

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. Approved first reading of *revised* Board Policy 1325, Community Relations, Advertising and Promotion.

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

15.2 DIVISION OF STUDENT SERVICES

- A. Approved Student Expulsion: Student #16-2011/2012

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

- B. Approved Student Expulsion: Student #17-2011/2012

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

- C. Approved adoption of *revised* Board Policy and Administrative Regulation 0410, Philosophy-Goals-Objectives and Comprehensive Plans, Nondiscrimination in District Programs and Activities.

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

- D. Approved adoption of *revised* Board Policy and Administrative Regulation 0450, Philosophy-Goals-Objectives and Comprehensive Plans, Comprehensive Safety Plan.

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

15.2 DIVISION OF STUDENT SERVICES

- E. Approved adoption of *revised* Board Policy and Administrative Regulation 5137, Students, Positive School Climate.

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

15.3 DIVISION OF EDUCATIONAL SERVICES

- A. Approved adoption of *revised* Board Policy and Administrative Regulation 6163.4, Instruction, Student Use of Technology.

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

- B. Approved first reading to *delete and replace* Board Policy 6116, Instruction, Classroom Interruptions, with new Administrative Regulation 6116, Instruction, Classroom Interruptions.

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

15.4 DIVISION OF BUSINESS SERVICES

None

15.5 DIVISION OF HUMAN RESOURCES

None

16. ADJOURNMENT – 9:25 p.m.

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