

# BOARD MEETING NOTICE AND AGENDA

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

**Burke Middle School**  
**8101 Orange Avenue**  
**Pico Rivera, CA 90660**

**May 12, 2011**

**Closed Session – 6:00 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**

Vincent Chavez, President  
Delia Alvidrez, Vice President  
Rachel Canchola, Clerk  
Dr. Joseph Rivera, Member  
Rita Jo Ramirez, Member

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

Dr. Myrna Rivera Coté, Superintendent  
Susanna S. Smith, Assistant Superintendent, Educational Services  
Arnold Tovar, Assistant Superintendent, Student Services  
Lydia Cano, Assistant Superintendent, Business Services  
John Lopez, Assistant Superintendent, Human Resources

### **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 Student Discipline (Pursuant to Education Code § 35146; § 48918 (c))  
Student Nos. 16-2011 through 21-2011
- 4.2 Public Employee Appointment/Employment (Pursuant to Government Code §54957)  
Certificated Personnel Register No. 12-2010/2011  
Classified Personnel Register No. 12-2010/2011
- 4.3 Public Employment Discipline/Dismissal/Release/Complaint (Pursuant to Government Code §54957)
- 4.4 Conference with Labor Negotiators (Pursuant to subdivision (a) of Government Code § 54957.6) Agency Designated Representatives: John Lopez, Asst. Supt., Human Resources; Edward L. Kunkel, Kunkel and Camacho  
Employee Organizations: ERFT/CSEA/ERASA/Other Unrepresented Employees
- 4.5 Liability Claim (Pursuant Government Code § 54956.95)  
Claimant: Helen Coronel  
Agency claimed against: El Rancho Unified School District

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

- 5.1 **PLEDGE OF ALLEGIANCE** – Sofia Sanchez, Student

<b>RECORDER</b>	Victoria N. Chavez
<b>INTERPRETER</b>	Herlinda Acevedo
<b>VISITORS</b>	Register No. 19-2010/2011

**6. STUDENT REPORTS**

- 6.1 ASB President, El Rancho High School, Nash Rivas
- 6.2 ASB Spokesperson, Salazar High School, Brittany Esqueda

**7. PUBLIC ANNOUNCEMENT OF ACTIONS TAKEN IN CLOSED SESSION**

**8. ADOPTION OF AGENDA**

*Recommendation is made that the Agenda be adopted as submitted.*

M\_\_\_\_\_ S\_\_\_\_\_ Vote\_\_\_\_\_

**9. PUBLIC HEARING**

None

**10. AWARDS AND RECOGNITIONS**

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

**10.1 Burke Middle School Presentation**

Principal, Mark Matthews; Student Government President, Sofia Sanchez

**11. 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.*

**11.1 Rivera Middle School, California Distinguished School Award****11.2 Rivera Elementary School for 2010 API Achievement Score of 811****12. PUBLIC COMMENTS – ITEMS NOT ON THE AGENDA**

*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.*

**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.*

**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.*

**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. 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:**

*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\_\_\_\_\_

**15.1 SUPERINTENDENT'S ITEMS**

- A. Approve the Minutes of the Board of Education's Regular Meeting held April 14, 2011.

**15.2 DIVISION OF STUDENT SERVICES**

- A. Approve License Agreement between the El Rancho Unified School District and the County of Los Angeles for the use of El Rancho High School as an on-site location to provide services supervised by the Department of Child and Family Services to the students of El Rancho High School.
- B. Approve Operational Agreement between the El Rancho Unified School District and the Los Angeles County Department of Children and Family Services (DCFS) for the use of El Rancho High School as an on-site location to provide services supervised by DCFS to the students of El Rancho High School.
- C. Approve consultant agreement with *Melanie Culuko*, Olweus Bullying Prevention Program Technical Assistant Consultant, to provide a customized, one-day training for Salazar Continuation High School on August 23, 2011. Expenditures are not to exceed \$750.00, which are to be paid from the Safe Schools/Healthy Students grant.
- D. Approve/Ratify Individual Service Agreement between El Rancho Unified School District and *Vista Ridge Academy*, a nonpublic school for special education students, effective April 8, 2011 to June 30, 2011. El Rancho USD student will have services rendered as defined in Item 18 under General Provisions with payment not to exceed \$9,576.86 in accordance with Education Code Sections 56157 and 56365-56366.7, payable through Special Education funds.
- E. Approve/Ratify Addendum to the Individual Service Agreement previously approved on August 27, 2010, item 23.6 through the Whittier Area Cooperative Special Education Program between El Rancho Unified School District and *Carousel School*. The purpose of this addendum is to adjust services provided for a new total rate of \$40,008.00 ~~\$42,483.00~~ payable through Special Education funds.

## 15.2 DIVISION OF STUDENT SERVICES

- F. Approve/Ratify addendum to the Master Contract and Individual Service Agreements previously approved on July 29, 2010, item 15.9 through the Whittier Area Cooperative Special Education Program between El Rancho Unified School District and *Rossier Park Jr./Sr. High School*. The purpose of this addendum is to decrease the days of service for students moving out of the District and to adjust the daily rate for a new total rate of \$652.65 ~~\$74,209.38~~ payable from the Special Education account.

## 15.3 DIVISION OF EDUCATIONAL SERVICES

- A. Approve/Ratify consultant agreement with Larry Gasparro, colorguard instructor, to assist El Rancho High School Colorguard Department students, effective October 1, 2010 through December 15, 2010. Consultant will be paid a one-time stipend of \$650.00. Total expenditure of \$650.00, for consultant services, payable from El Rancho High School Colorguard/ASB Funds.

## 15.4 DIVISION OF BUSINESS SERVICES

- A. Approve/Ratify Business Services Reports for the month of April 2011.
- B. Adopt Resolution No. 34-2010/2011 authorizing temporary borrowing of cash between District funds to meet possible cash flow shortages as a result of the State deferrals in fiscal year 2011/2012.
- C. Adopt Resolution No. 35-2010/2011 authorizing temporary transfers of funds from the School Pools Fund maintained by the Los Angeles County Treasurer to meet possible cash flow shortages as a result of the State deferrals for fiscal year 2011/2012.
- D. Approve/Ratify attendance for one (1) classified staff member from the Maintenance and Operations Division to attend "Sigler Continuing Education Program 2011" sponsored by Russell Sigler, Inc. on eight dates (May – December 2011) in Brea, California. There is no cost to the District.
- E. Adopt existing salary schedules for the 2011-2012 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 2011-2012 fiscal year.

## 15.5 DIVISION OF HUMAN RESOURCES

- A. Approve Certificated Personnel Register No. 12-2010/2011
  - 1. Authorization and Ratification of Employment:
    - a. Special Education Teachers – Apex at Obregon  
Funding Source: Special Education Funds  
Eff: 08/22/11  
Ahmad, Ali C.  
Drooker, Kimberly T.

**15.5 DIVISION OF HUMAN RESOURCES**

- b. School Psychologists – Student Services  
 Funding Source: Special Education Funds  
 Eff: 07/01/11  
 Caro-Michel, Vira  
 Tobias, Michelle
    - c. Long Term Substitute – Durfee Elementary  
 Funding Source: Special Education Funds  
 Eff: 03/21/11  
 Arellanes, Noemi (for Nelson Donley)
  - 2. Authorization of Early Retirement:
    - a. Child Development Teacher/Maizeland  
 Eff: 07/01/11  
 Luna, Virginia
    - b. Certificated Teacher  
 Eff: 06/17/11  
 Campobasso, Loretta T. – Birney Elementary  
 Mc Mullen, Timothy – El Rancho High
  - 3. Extra Duty, Extra Pay Assignments:
    - a. Extra-Duty, Extra Pay Assignment:  
 Certificated Staff Members (2)  
 To begin three (3) year Strategic Plan based on the WASC Committee’s recommendation  
 El Rancho High School/Educational Services  
 Total Expenditure Not to Exceed: \$10,768.94  
 Funding Source: EIA/SCE Funds  
 Eff: 06/20/11 – 07/31/11 at \$35.00 per hour not to exceed a total of 270 hours  
 Chavez, Jazmin (not to exceed 180 hours)  
 Katsumura, Claire (not to exceed 90 hours)
- B. Approve Classified Personnel Register No. 12-2010/2011
  - 1. Authorization and Ratification of Employment:
    - a. Clerical Substitute – Burke Middle  
 Payable at: \$13.22/hr.  
 Funding Source: EIA/SCE Funds  
 Eff: 04/26/11  
 Jimenez, Elizabeth
    - b. Special Ed. Instructional Aide Substitutes (10) – Student Services  
 Payable at: \$13.94/hr.  
 Funding Source: Special Education Account
 

Alvarez, Marlene	Eff: 4/14/11
Biggers, Gerald	4/26/11
Butt, Rehan	4/12/11
Castillo, Ashley	4/14/11
Galan, Candice	4/14/11

**15.5 DIVISION OF HUMAN RESOURCES**

Garcia, Audrey	4/14/11
Harrison, Tina	4/14/11
Lopez, Karla	4/14/11
Salazar, Luis	4/12/11
Simental, Yvette	4/12/11

2. Authorization and Ratification of Increase in Hours:
  - a. Clerk Typist II – South Ranchito  
Payable at: \$2,136.87/mo.  
Funding Source: Title I 50%/EIA/LEP 50%  
Jauregui, Sandra (from 4.5 hrs. to 5 hrs. per day)
3. Authorization and Ratification of Unclassified Employment:
  - a. Varsity/JV Assistant Coach/Track (1) – El Rancho High  
For the 2010/2011 School Year  
Payable at: \$1,200.00/lump  
Funding Source: Boys and Girls Track & Field Funds  
Eff: 03/01/11  
Rodriguez, Jeremiah
  - b. Instructional Aide Trainee (1) – South Ranchito Elementary  
Payable at: \$10.13/hr.  
Funding Source: Title I  
Eff: 04/12/11  
Nunez, Flor
4. Authorization of Extension of Leave of Absence under the Family Medical Leave Act (FMLA):
  - a. Custodian – El Rancho High  
Eff: 04/05/11 – 06/27/11  
Albitre, Rick
5. Authorization of Voluntary Decrease in Hours:
  - a. Child Care Attendant – Maizeland  
From 3.5 hours to 3.0 hours  
Funding Source: Maizeland ELP 035  
Eff: 04/20/11  
Maciel, Melissa
6. Authorization of Request for Resignation:
  - a. Lavin, Nimai  
Clerk Typist II/Bil. – El Rancho High  
Eff: 04/18/11
  - b. Galvan, Marie Annette  
Child Care Attendant – Maizeland  
Eff: 04/11/11

## 15.5 DIVISION OF HUMAN RESOURCES

7. Authorization of Request for Early Retirement:
  - a. Moss, John  
Director of Information Technology  
Eff: 08/03/11
  - b. Fierro, Lupita R.  
Instructional Aide I – Durfee Elementary  
Eff: 06/16/11
  
8. Authorization of Request for Retirement:
  - a. Esparza, Maria L.  
School Secretary Bil. – Burke Middle  
Eff: 07/08/11
  
9. Classified Layoffs & Reductions due to Job Elimination & Bumping Process for the 2011-2012 School Year:
  - a. Notice of Transfer  
Eff: 06/27/11
    - Head Custodian I (1 position)
    - Custodian (1 position)
    - Clerk Typist II/Bil. (2 positions)
    - Instructional Aide III (3 positions)
    - Instructional Aide I (3 positions)
  - b. Notice of Transfer & Reduction of Hours  
Eff: 06/27/11
    - Clerk Typist II (3 positions)
    - Child Care Attendant (1 position)
  - c. Notice of Transfer, Reduction of Work Months & Reduction in Hours  
Eff: 06/27/11
    - Clerk Typist II/Bil. (1 position)
    - Clerk Typist II (2 positions)
    - Cook/Baker (1 position)
  - d. Notice of Change in Job Classification  
Eff: 06/27/11
    - Head Custodian I (1 position)
    - Instructional Aide III (2 positions)
    - Instructional Aide II (1 position)
    - Instructional Aide I (1 position)
    - Child Care Attendant (1 position)
  - e. Notice of Reduction in Work Months & Reduction in Hours  
Eff: 06/27/11
    - Child Care Attendant (3 positions)
  - f. Notice of Reduction in Work Months  
Eff: 06/27/11
    - School Secretary/Bil. (1 position)
    - Data Proc. Clerk I (1 position)
    - Clerk Typist II (1 position)
    - Child Care Attendant (8 positions)



**15.5 DIVISION OF HUMAN RESOURCES**

g. Notice of Layoff

Eff: 06/27/11

- Custodian (3 positions)
- Clerk Typist II (3 positions)
- Instructional Aide III (3 positions)
- Instructional Aide II (2 positions)
- Instructional Aide I (11 positions)
- Cafeteria Helper I (1 position)
- Child Care Attendant (52 positions)

**16. CONSENT AGENDA VOTE**

Vote\_\_\_\_\_

**17. OLD BUSINESS**

None

**18. 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.*

**18.1 SUPERINTENDENT’S OFFICE**

A. Approve Resolution No. 33-2010/2011 declaring that Board Member Rita Jo Ramirez was absent from the April 14, 2011 regular 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.

M\_\_\_\_\_S\_\_\_\_\_Vote\_\_\_\_\_

B. Approve closure of Maizeland Early Learning Program due to lack of adequate funding from the State of California.

M\_\_\_\_\_S\_\_\_\_\_Vote\_\_\_\_\_

**18.2 DIVISION OF STUDENT SERVICES**

A. Approve first reading of Administrative Regulation 5111.1, Students, District Residency

M\_\_\_\_\_S\_\_\_\_\_Vote\_\_\_\_\_

**18.2 DIVISION OF STUDENT SERVICES**

B. Approve first reading of Administrative Regulation 5111.12, Students, Residency Based on Parent/Guardian Employment

M\_\_\_\_\_S\_\_\_\_\_Vote\_\_\_\_\_

C. Approve Student Expulsion: Student #16-2011

M\_\_\_\_\_S\_\_\_\_\_Vote\_\_\_\_\_

D. Approve Student Expulsion: Student #17-2011

M\_\_\_\_\_S\_\_\_\_\_Vote\_\_\_\_\_

E. Approve Student Expulsion: Student #18-2011

M\_\_\_\_\_S\_\_\_\_\_Vote\_\_\_\_\_

F. Approve Student Expulsion: Student #19-2011

M\_\_\_\_\_S\_\_\_\_\_Vote\_\_\_\_\_

G. Approve Student Expulsion: Student #20-2011

M\_\_\_\_\_S\_\_\_\_\_Vote\_\_\_\_\_

H. Approve Student Expulsion: Student #21-2011

M\_\_\_\_\_S\_\_\_\_\_Vote\_\_\_\_\_

**18.3 DIVISION OF EDUCATIONAL SERVICES**

None

**18.4 DIVISION OF BUSINESS SERVICES**

A. Reject Liability Claim.

M\_\_\_\_\_S\_\_\_\_\_Vote\_\_\_\_\_

**18.5 DIVISION OF HUMAN RESOURCES**

A. Adopt Resolution No. 32 – 2010/2011 authorizing the implementation of certificated layoff (terminating services of certificated employees), and providing direction to issue notifications to employees whose services are to be terminated.

M\_\_\_\_\_S\_\_\_\_\_Vote\_\_\_\_\_

**18.5 DIVISION OF HUMAN RESOURCES**

B. Approve full-day kindergarten schedule for the 2011-2012 school year for South Ranchito Elementary School.

M\_\_\_\_\_S\_\_\_\_\_Vote\_\_\_\_\_

C. Approve full-day kindergarten schedule for the 2011-2012 school year for Rivera Elementary School.

M\_\_\_\_\_S\_\_\_\_\_Vote\_\_\_\_\_

**19. ADJOURNMENT**

M\_\_\_\_\_S\_\_\_\_\_Vote\_\_\_\_\_

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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 9, 2011) Regular Public Mtg. (7:00 p.m. Open Session) @ (El Rancho HS)**

**Thursday, (June 23, 2011) Regular Public Mtg. (7:00 p.m. Open Session) @ (City Hall)**

A copy of the Board Meeting Agenda is posted on the District's website, [www.erusd.k12.ca.us](http://www.erusd.k12.ca.us). 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.