

EL RANCHO UNIFIED SCHOOL DISTRICT  
Pico Rivera, California

BOARD OF EDUCATION  
Regular Meeting  
6:00 PM

June 26, 2008  
City Council Chambers  
6615 Passons Blvd.

A G E N D A

CALL TO ORDER: Delia Alvidrez, President

PLEDGE OF ALLEGIANCE: Joseph Rivera, Vice President

ROLL CALL: Delia Alvidrez, President  
Joseph Rivera, Ed.D., Vice President  
Rita Jo Ramirez, Clerk  
Vincent Chavez, Member  
Lupe Salas, Member

ADMINISTRATIVE CABINET: Norbert D. Genis, Superintendent  
Susanna S. Smith, Assistant Superintendent  
Kathryn Enloe, Ed.D., Assistant Superintendent  
Arnold Tovar, Director  
Lydia Cano, Chief Business Officer

RECORDER: Victoria N. Chavez

INTERPRETER: (Spanish) Herlinda Acevedo

VISITORS: Register No. 22-2007/2008

**The Superintendent recommends that the Board of Education:**

*ADOPTION OF MINUTES:*

**183** Adopt the minutes of the Board of Education's regular meeting held June 12, 2008.

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

*SUPERINTENDENT AND STAFF REPORTS:*

*The Superintendent and District staff report to the Board of Trustees on relevant educational issues, participation in and attendance at seminars, conferences and district-wide activities.*

❖ 2008/2009 Budget, Lydia Cano

*BOARD OF EDUCATION REPORTS:*

*Board members have an opportunity to report and discuss information regarding conference participation, committee updates, and other district-wide activities.*

**Members of the public may address items on the Consent Agenda only. This does not include items listed for Closed Session. The Board shall limit the total time for each agenda item to 20 minutes and individual speakers will be allowed three (3) minutes to address the Board on each agenda or nonagenda item, per Board Bylaw 9323.**

**HEARING SESSION:**

*The public is invited to speak to any action item on the CONSENT AGENDA. Public members desiring to introduce items not on the agenda for discussion by the Board must comply with the requirements of Board Bylaw 9322, which requires filing a written request with the Superintendent at least seven workdays prior to the regular meeting.*

**CONSENT AGENDA: (Items 184 through 188)**

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

**184 SUPERINTENDENT – Norbert Genis (562) 801-5199**

- . 1 Approve Board of Education institutional memberships of approximately \$15,669.00 as recommended for the 2008/2009 fiscal year, payable from Board Dues and Memberships General Fund Account.
- . 2 Approve Resolution No. 38-2007/2008 declaring that Board Member Lupe Salas was absent from the May 21, 2008 special board meeting due to a hardship deemed acceptable by the board. Education Code 35120 allows Governing Board of Education members to be absent from board meetings and not have their monthly stipend affected.
- . 3 Approve Resolution No. 39-2007/2008 declaring that Board Member Rita Jo Ramirez was absent from the June 12, 2008 regular board meeting due to a hardship deemed acceptable by the board. Education Code 35120 allows Governing Board of Education members to be absent from board meetings and not have their monthly stipend affected.

**185 DIVISION OF STUDENT SERVICES – Arnold Tovar (562) 801-4810**

- . 1 Ratify contract with parents, who transported student to Augmentative Communication Therapies for speech and language services. Services were provided from January 1, 2006 through June 30, 2008. Mileage reimbursement calculated at .505 cents per mile, not to exceed \$6,000.00 paid from the Special Education Account.
- . 2 Ratify contract with parents, who transported student to DG Therapy Group for occupational therapy services. Services were provided from January 1, 2006 through June 30, 2008. Mileage reimbursement calculated at .505 cents per mile, not to exceed \$2,000.00 paid from the Special Education Account.

**185 DIVISION OF STUDENT SERVICES – Arnold Tovar (562) 801-4810**

- . 3 Ratify contract with parents, who transported student to DG Therapy Group for speech and language therapy services. Services were provided from January 1, 2006 to June 30, 2008. Mileage reimbursement to be calculated at .505 cents per mile, not to exceed \$4,000.00 paid from the Special Education Account.
- . 4 Ratify contract with parents, who transported student to DG Therapy Group for physical therapy services. Services were provided from January 1, 2006 through June 30, 2008. Mileage reimbursement calculated at .505 cents per mile, not to exceed \$2,000.00 paid from the Special Education Account.
- . 5 Approve/Ratify addendum to Individual Service Agreement (ISA) for student previously approved on September 13, 2007, item 36.11, through the Whittier Area Cooperative Special Education Program between El Rancho Unified School District and Gallagher Pediatric Therapy. Both parties agree that the ISA Contract shall remain in force with the following changes to be agreed upon: Add an additional 2.5 hours x \$84.50 per hour = \$211.25. New contract amount is \$633.75.
- . 6 Approve/Ratify Individual Service Tuition Agreements through the Whittier Area Cooperative Special Education Program between El Rancho Unified School District and the following non-public school for special education students: Gallagher Pediatric Therapy identified and board approved El Rancho pupil will attend this school as defined in Item 18 under General Provisions with payment of \$2,300.00 to be made by the district as specified in the Individual Service Agreements in accordance with Education Code Sections 56157 and 56365-56366.7 payable through Special Education account.
- . 7 Approve/Ratify Individual Service Agreements through the Whittier Area Cooperative Special Education Program between El Rancho Unified School District and Rossier Park Elementary School. An El Rancho Unified School District student will attend this school as defined in Item 18, under General Provisions, with payment of \$3,834.95 to be made by the district as specified in the ISA accordance with Education Code Sections 56157 and 56365-56366.7 payable through Special Education funds.

**186 DIVISION OF EDUCATIONAL SERVICES – Susanna Smith (562) 801-5208**

- . 1 Approve attendance for one (1) El Rancho High School certificated staff member to the Long Beach Unified School District Advanced Placement Summer Institute for Environmental Science on July 7, 2008. Total expenditure of \$675.00 payable from El Rancho High School 2008-2009 GATE funds.
- . 2 Approve the adoption of *Earth Science California Edition*, Prentice Hall Publisher, for El Rancho High School effective the beginning of the 2008-2009 school year.

**187 DIVISION OF BUSINESS SERVICES – Lydia Cano (562) 801-5294**

- . 1 Adopt the proposed budget for 2008-2009.
- . 2 Approve annual contract with the Los Angeles County Office of Education for PeopleSoft Financial Systems Services for the 2008-2009 school year in the amount of \$71,632.80 payable from the General Fund.
- . 3 Approve annual maintenance service agreement with Harland Technology Services to service one (1) Scantron SCANMARK machine for El Rancho Adult School. Total cost of \$924.00 payable from Adult School Funds.
- . 4 Approve contract agreement between the El Rancho Unified School District and the County of Los Angeles for pest control services for the 2008-2009 fiscal year. Total cost for services are not to exceed \$2,000.00 payable from Restricted Maintenance Funds.
- . 5 Approve budget revisions in support of the End of Year Projections.
- . 6 Approve three-year agreement with Vavrinek, Trine, Day & Co. to complete the financial audits and performance procedures for the District's General Obligation Bond Fund for 2007-2008, 2008-2009, and 2009-2010. Total estimated cost of \$10,500.00 per year, payable from General Obligation Bond Funds.

**188 DIVISION OF HUMAN RESOURCES – Kathryn Enloe (562) 801-5216**

- . 1 Approve/Ratify Amendment No. 5, dated June 26, 2008 to contract of Employment for Norbert D. Genis, Superintendent of the El Rancho Unified School District, to adjust the salary to reflect the 5.03% increase, effective July 1, 2007.
- . 2 Approve/Ratify Amendment No. 5, dated June 26, 2008 to contract of Employment for Susanna S. Smith, Assistant Superintendent of Educational Services of the El Rancho Unified School District to adjust the salary to reflect the 5.03% increase, effective July 1, 2007.
- . 3 Approve/Ratify Amendment No. 5, dated June 26, 2008 to contract of Employment for Dr. Kathryn Enloe, Assistant Superintendent of Human Resources of the El Rancho Unified School District to adjust the salary to reflect the 5.03% increase, effective July 1, 2007.
- . 4 Approve/Ratify adjusted Salary Schedule of the Chief Business Officer to reflect the 5.03% increase, effective July 1, 2007.
- . 5 Approve/Ratify new Salary Schedule of the Director of Student Services to reflect the district contribution for health and welfare benefits as being added to the salary to reflect the total annual compensation, and to reflect the 5.03% increase, effective July 1, 2007.

CONSENT AGENDA ITEMS 184 THROUGH 188:

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

(Exception: \_\_\_\_\_)

HEARING SESSION:

*The public is invited to speak to any action item on the DISCUSSION/ACTION agenda.*

DISCUSSION/ACTION:

*Items listed may require further explanation prior to action by the Board.*

- 189** Approve First Reading of Administrative Regulation:
  - ❖ Administrative Regulation 1312.4 (*revised*) Community Relations – Williams Uniform Complaint Procedures
- 190** Approve First Reading of *new* Board Policy and Administrative Regulation:
  - ❖ Board Policy 6142.7 Instruction– Physical Education
  - ❖ Administrative Regulation 6142.7 Instruction– Physical Education

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

**No action or discussion shall be undertaken on any item not appearing on the posted agenda. Board members may ask a question for clarification, provide a reference to staff for factual information, or request staff to report back to the Board at a subsequent meeting. Individual speakers will be allowed three (3) minutes to address the Board on each agenda or nonagenda item, per Board Bylaw 9323.**

COMMENTS FROM THE PUBLIC:

*Comments from the public are invited in accordance with Education Code Section 35145.5, which permits matters not on the agenda to be brought before the Board at regular meetings. The Board, however, cannot take action on matters not on the agenda. The President reserves the right to limit the time allowed for this portion of the agenda.*

PUBLIC ANNOUNCEMENT OF PURPOSES OF CLOSED SESSION:

*Numbers 1 through 4 under closed session will be addressed.*

RECESS:

**CLOSED SESSION DISCUSSION:**

*Closed Session items cannot be discussed by members of the public. Board members or the Superintendent may withdraw items from the open session agenda for further discussion/clarification in closed session and separate action.*

- (1) Liability Claim  
 Claimant: Katherine Molina  
 Agency Claimed Against: El Rancho Unified School District
  
- (2) Public Employee Appointment/Evaluation/Resignation/Dismissal/Release:  
 Certificated Register No. 15-2007/2008
  - Teacher (1) employment as certificated Child Development Substitute Teacher for Summer School 2008.
  - Teachers (47) employment as certificated teachers for Summer School 2008.
  - Teachers (13) employment as certificated Summer School Substitutes for 2008 Summer School.
  - Teacher (1) request for early retirement for the 2008-2009 school year.
  - Teachers (3) request for resignation for the 2008-2009 school year.
  - Teachers (5) stipend assignments for working as BTSA Support Providers for the 2007-2008 school year. A total, not to exceed \$2,512.42 including (14.201%) benefits, is payable from the Teacher Credentialing Block Grant (TCBG) this school year.
  - Teacher (1) stipend assignment to lead the Student Council, effective January 26 – June 19, 2008/Rio Vista Elementary School.
  - Teacher (1) extra-duty, extra-pay assignment to attend the Long Beach Unified School District Advanced Placement Summer Institute for Environmental Science July 7 – 11, 2008/El Rancho High School.
  - Teacher (1) supplemental pay assignment for certificated staff member from Rivera Middle School for the second semester of the 2007-2008 school year. Total expenditures of \$1,723.30, which includes 14.201% for benefits, payable from the District General Fund.
  - Teachers (7) stipend assignment for certificated staff members from El Rancho High School to act as Department Instructional Managers for the 2008-09 school year. Expenditure of \$4,070.00 each plus benefits for a total of \$32,137.57 will be paid from the District General Account.
  - Two (2) teachers to work during the summer 2008, at the hourly rate of \$35.00 per hour, plus 12.803% in benefits per teacher, effective June 23, 2008 to July 18, 2008 payable through Special Education funds.
  - Teacher (1) extra duty, extra pay assignment for one (1) teacher to work in the Home/Hospital Teaching Program, at the District's hourly rate of \$35.00, plus 12.803% for benefits, per teacher. Payable from Independent Study/Home Teaching program account.
  - Teacher (1) employment as certificated teacher for Summer School 2008.
  - Teacher (1) employment as certificated Summer Bridge Teacher for Summer School 2008.
  - Teacher (1) employment as certificated Summer Bridge Substitute for Summer School 2008.
  - Administrator (1) per diem rate for extended responsibilities for the closing of the school year, not to exceed 13 days, effective 07/01/08 through 07/18/08.
  - Teacher (1) extra-duty, extra-pay assignment for summer band program/North Park MS.
  
- (3) Public Employee Appointment/Evaluation/Resignation/Dismissal/Release:  
 Classified Register No. 13-2007/2008
  - Probationary Employment (1) Heating A/C Mechanic
  - Probationary Employment (1) Grounds Equip. Op./Chem.Handler
  - Summer School Employment (1) Clerk Typist II

*CLOSED SESSION DISCUSSION:*

- Summer Employment (1) Computer Resource Aide
- Out of Category (1) Cafeteria Helper II
- Summer School Employment (57) Inst. Aide/SH/LH/SDL
- Summer School Substitute Employment (132 ) Inst. Aide/SH/LH/SDL
- Summer School Employment (1) Library Media Tech.
- Summer School Employment (1) Data Processing Clerk
- Unclassified Employment (4) Special Ed. Translators
- Summer School Employment (4) Child Care Attendants

(4) Conference with Labor Negotiator Edward L. Kunkel: ERFT/CSEA/ERASA/Other Unrepresented Employees

*RECONVENE INTO OPEN SESSION:*

*PUBLIC REPORT OF CLOSED SESSION:*

- (1) \_\_\_\_\_
- (2) \_\_\_\_\_
- (3) \_\_\_\_\_
- (4) \_\_\_\_\_

*CLOSED SESSION ACTION: (Items 191 through 193)*

- 191** Deny Claim.
- 192** Approve/Ratify Certificated Employment Register No. 15-2007/2008
- 193** Approve/Ratify Classified Employment Register No. 13-2007/2008

*ACTION ITEMS 191 THROUGH 193:*

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

(Exception:\_\_\_\_\_)

*ADJOURNMENT:*

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