

EL RANCHO UNIFIED SCHOOL DISTRICT
Pico Rivera, California

BOARD OF EDUCATION
Regular Meeting
6:00 PM

July 10, 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. 1-2008/2009

The Superintendent recommends that the Board of Education:

ADOPTION OF MINUTES:

01 Adopt the minutes of the Board of Education's regular meeting held June 26, 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.

- ❖ Valenzuela/CAHSEE Lawsuit Settlement Quarterly Report on Williams Uniform Complaint, *Susanna Smith*

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 02 through 06)

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.

02 SUPERINTENDENT – Norbert Genis (562) 801-5199

- . 1 Approve Resolution No. 1-2008/2009 declaring that Board Member Joseph Rivera was absent from the June 26, 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.

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

- . 1 Approve attendance for three (3) El Rancho Unified School District nurses to attend the CHOC Diabetes Educators Seminar on September 18th and 19th, 2008. Expenditures include registration fee of \$35.00 per nurse, total expenditures of \$105.00 payable from general funds.
- . 2 Approve/Ratify Master Contract and Individual Service Tuition Agreement through the Whittier Area Cooperative Special Education Program between El Rancho Unified School District and the following non-public school for special education students: Tobinworld identified and board approved El Rancho students will attend this school as defined in Item 18 under General Provisions with payment of \$8,922.78 to be made by the district as specified in the Individual Service Agreements in accordance with Education Code, payable through Special Education account.

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

- . 3 Approve/Ratify Master Contract and Individual Service Tuition Agreement through the Whittier Area Cooperative Special Education Program between El Rancho Unified School District and the following non-public school for special education students: Vista School identified and board approved El Rancho students will attend this school as defined in Item 18 under General Provisions with payment of \$1,723.82 to be made by the district as specified in the Individual Service Agreements in accordance with Education Code, payable through Special Education account.
- . 4 Approve 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 student: 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 \$84.50 to be made by the district as specified in the Individual Service Agreements in accordance with Education Code, payable through Special Education funds.

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

- . 1 Approve attendance for one (1) El Rancho High School certificated college counselor to the Los Angeles County Area High School Counselor Conference at the Pasadena Convention Center in Pasadena, California, on September 24, 2008. Estimated expenditure of \$75.00 for registration and parking payable from El Rancho High School General funds.
- . 2 Approve attendance for one (1) El Rancho High School certificated college counselor to the University of California Counselor Conference at UC Riverside in Riverside, California on September 18, 2008. Total expenditure of \$70.00 for registration and parking payable from El Rancho High School General funds.
- . 3 Approve attendance for five (5) El Rancho High School certificated counselors to the University of California Counselor Conference at UCLA in Los Angeles, California on September 17, 2008. Estimated expenditure of \$350.00 for registration and parking payable from El Rancho High School General funds.
- . 4 Approve educational conference attendance for two (2) El Rancho High School ROTC students to the Joint Senior Leadership Course Conference July 13 – 19, 2008, in Boswell, Pennsylvania. Parents will provide transportation to airport, and air transportation will be provided by Northwest Airlines. All costs (food, lodging & transportation) will be paid by the U.S. Marine Corps, at no cost to the students or District.

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

- . 5 Approve extended educational field trip for 100 El Rancho High School students, one (1) certificated staff member, and 20 GEAR UP staff members to the Wild Animal Park in San Diego, CA, on Saturday, July 19, 2008, as part of the Learning Enrichment and Academic Resources Network (LEARN) GEAR UP Program activities. Students will be selected based on academic performance or teacher recommendation. Total expenditure of \$2,500.00, which includes transportation by PTC, meals and entrance fee, will be paid by GEAR UP Grant funds, at no cost to the District.
- . 6 Approve extended educational field trip for 120 El Rancho High School students, one (1) GEAR UP site coordinator, and 12 trained GEAR UP staff members, to the Aquarium of the Pacific in Long Beach, CA, on Saturday, July 12, 2008 as part of the Learning Enrichment and Academic Resources Network (LEARN) GEAR UP Program activities. Students will be selected based on academic performance or teacher recommendation. Total expenditure of \$2,000.00 for PTC transportation, food and entrance fees payable by GEAR UP Grant funds, at no cost to the District.
- . 7 Approve participation of thirty (30) El Rancho High School Cross Country Team students, one (1) certificated staff member, and one (1) volunteer chaperone in Big Bear Camp in Big Bear, CA, August 4 – 9, 2008. Total expenditure of \$7,500.00 for PTC transportation, meals, and accommodations payable from El Rancho High School ASB funds, student fundraisers and parents, at no cost to the District.
- . 8 Approve participation of eleven (11) Rivera Middle School Cheerleading Squad students, one (1) certificated staff member, and one (1) school safety officer in the UC Irvine United Spirit Association Cheerleading Camp in Irvine, California, July 17 – 19, 2008. Transportation will be provided to and from camp by the parents. Total expenditure of \$2,794.00 payable through student fundraisers and parents, at no cost to the District.
- . 9 Approve participation in a performance tour for 38 North Park Middle School Band students, one (1) certificated staff member, and five (5) parent chaperones to Honolulu, Hawaii Shriners Hospital for Children and the Dole Pineapple Plantation on Oahu February 12 – 17, 2009. Total expenditure of \$70,850.00 is payable from North Park Middle School SLIBG funds (substitute teacher: \$450.00) and fundraisers and donations (transportations, meals, and lodging: \$70,400.00).
- .10 Approve consultant agreement with TeleParent Educational Systems to provide expert technical assistance to North Park Middle School with customized student calls and school broadcasts for 12 months, effective August 26, 2008 through August 25, 2009. Total expenditure of \$3,500.00 consultant fee payable from North Park Middle School SLIBG (School and Library Improvement Block Grant) funds.

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

- .11 Approve consultant agreement with TeleParent Educational Systems to provide expert technical assistance to El Rancho High School with customized student calls and school broadcasts for 12 months starting July 22, 2008 until July 21, 2009. Total expenditure of \$12,187.50 is payable from El Rancho High School General Account and EIA/LEP funds, 50% from each account.
- .12 Approve site license agreement with Discovery Education *unitedstreaming* for 12 months starting July 11, 2008 to June 30, 2009, for the service of fast access to digital media for the classroom. The expenditure of \$2,615.00 will be paid out of El Rancho High School General and EIA/LEP funds, 50% from each account.
- .13 Approve consultant agreement with Los Angeles County Office of Education (LACOE) Online Assessment System Services to provide district and school assessment reports for diagnosing student needs to help them improve student achievement. Expenditures of \$1,500.00 payable from Centralized Title V funds.
- .14 Approve agreement with Destiny Resource Management to provide a centralized inventory management solution that includes an application software license (which includes Library Manager, textbook manager and online data processing) and conversion services, system installation, project management support and training for 13 schools and libraries, effective 2008-09 school year. Expenditures of \$67,694.39, which includes 8.24% for taxes, payable from Centralized Microsoft dollars funds.
- .15 Approve agreement with Renaissance Learning, Inc. to provide Renaissance Place subscription for Accelerated Math, Accelerated Reader, English in a Flash, STAR Math and STAR Reading software for the 2008-09 school year. Expenditure of \$26,725.36 payable from State Lottery Instructional Materials funds.
- .16 Approve agreement with Riverside Publishing to provide EduSoft Assessment Management for elementary, middle, and high schools, effective 2008-09 school year. Expenditure of \$58,747.50 is payable from K-12 Voucher funds.
- .17 Approve Memorandum of Understanding between the El Rancho Unified School District and the Los Angeles County Office of Education Migrant Education Program for Direct Services, within the boundaries of El Rancho Unified School District, from July 11, 2008 through June 30, 2009.

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

- . 1 Approve/Ratify Business Office Reports for the month of June 2008.
 - a. Miscellaneous Cash Collections Receipt Nos. 26648 through 26777 totaling \$590,550.57. *Receipts include the following donations:*

<u>Vendor</u>	<u>Amount</u>	<u>Recipient</u>
macy's west G.I.F.T.	\$ 76.00	Durfee Elementary
McDonald's	\$ 597.00	Rivera Elementary
Edison International	\$ 69.99	North Ranchito Elementary
Wells Fargo C.S.C.	\$ 5.00	Rio Vista Elementary

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

- b. Purchase Order Nos. P175990 through P176021 and including prior numbered confirming orders totaling \$28,149.97 and Cafeteria Purchase Orders totaling \$247,824.43.
 - c. "A" Warrants Schedule C1K through 176 totaling \$6,175,781.32.
 - d. "B" Warrants No. 3098 through 3138 totaling \$3,664,470.90.
 - e. Revolving Cash No. 3427 through 3427 totaling \$70.00.
 - f. Clearing Account No. 3153 through 3158 totaling \$129,012.64.
- . 2 Approve an increase to student breakfast prices beginning with the 2008-2009 school year. Total increase shall not to exceed \$0.15 per breakfast.
 - . 3 Approve to declare 105 items of computer equipment as obsolete and authorize disposal of equipment, which is no longer usable by the District.
 - . 4 Approve award of mandatory bid for Maintenance and Custodial Supplies – Bid No. 2007/2008-613 to Unisource and Unipak for a total low bid cost of \$166,466.56. Total cost payable from General Funds.
 - . 5 Approve contract agreement between El Rancho Unified School District and Christofi Architects Inc. for architectural services related to the installation of two relocatable classroom buildings and parking lot improvements for Rivera Elementary School. Total contract cost of \$28,200.00 payable from Developer Fees.
 - . 6 Approve contract agreement between El Rancho Unified School District and CF Environmental, Inc. to perform State Mandated three-year Asbestos Hazard Emergency Response Act (AHERA) Assessment. Total cost not to exceed \$11,562.85 payable from Deferred Maintenance Funds.
 - . 7 Approve contract agreement between El Rancho Unified School and CF Environmental, Inc. for Environmental Consulting Services to manage Hazardous and Non-Hazardous Materials. These services are to be provided on an as needed basis during construction and maintenance projects for the 2008/2009 fiscal year. Total estimated cost not to exceed \$50,000.00 payable from Deferred Maintenance Funds.
 - . 8 Approve to submit updated Deferred Maintenance Program Five-Year Plan and proposal for expenditures of funds to the State of California for approval.
 - . 9 Approve the selection of Christofi Architects Inc. through the Request for Proposal process and contract agreement between El Rancho Unified School District and Christofi Architects Inc. for architectural services for the Heating Ventilation and Air Conditioning upgrade project for North Park Middle School. Total contract cost is \$57,600.00 payable from Deferred Maintenance Funds.
 - .10 Approve award of mandatory bid for District Copier Maintenance – Bid No. 2007/2008-614 to Sigma International for a total low bid cost of \$109,200.00. Total cost payable from various sites and departments.

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

- . 1 Adopt/Ratify the Declaration of Need to the effect there are insufficient numbers of fully credentialed persons to meet the employment criteria for the 2008-2009 school year, effective July 1, 2008.
- . 2 Approve the new position and job description of Administrative Secretary II – Assessment.

CONSENT AGENDA ITEMS 02 THROUGH 06:

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.

- 07 Adopt Second Reading of Administrative Regulation:**
 - ❖ Administrative Regulation 1312.4 (*revised*) Community Relations – Williams Uniform Complaint Procedures
- 08 Adopt Second 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 5 under closed session will be addressed.*

RECESS:

CLOSED SESSION:

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: Joanne Brenner
Agency Claimed Against: El Rancho Unified School District

- (2) Public Employee Appointment/Evaluation/Resignation/Dismissal/Release:
Certificated Register No. 1-2008/2009
 - Administrators (2) appointment to the position of Dean of Students for the 2008-2009 school year.
 - Administrator (1) appointment to the position of Assistant Principal for the 2008-2009 school year.
 - Administrator (1) request for early retirement for the 2008-2009 school year.
 - Teachers (4) employment as Probationary certificated Teachers for the 2008-2009 school year.
 - Teachers (2) employment as certificated Teachers for Summer School 2008.
 - Teachers (6) employment as certificated Substitute Teachers for Summer School 2008.
 - Teachers (5) employment as CELDT Staff for Summer School 2008
 - Teachers (2) employment as Adult School Teachers for the 2008 Summer School Session.
 - Teachers (3) employment as Adult School Substitute Teachers for the 2008 Summer School Session.
 - Teachers (3) employment as Substitute Teachers for the Summer Bridge Program.
 - Teacher (1) request for increase of work hours from 70% to 75% effective the 2008-2009 school year.
 - Certificated (1) employment as Probationary Speech & Language Pathologist for the 2008-2009 school year.
 - Teacher (1) request for early retirement for the 2008-2009 school year.
 - Teachers (90) employment as certificated Substitute Teachers for the 2008-2009 school year.
 - Teachers (5) amendment to supplemental pay assignment, Board Item # 176, Page 355, approved June 12, 2008 for El Rancho High School Counselors to do master scheduling for the 2008-09 school year as well as counsel students and program new enrollees coming in during summer. Counselors will be working 4 ½ hours a day for 17 days at the rate of \$35.00 an hour plus 12.803% for benefits. Additional expenditure of \$3,020.30 is payable from El Rancho High School Supplemental Counseling Funds.
 - Teacher (2) amendment to Board Item No. 52, Section KK, Reg. No. 4, 2007-2008, approved 10/11/07, stipend assignment for two (2) certificated staff members, effective October 15, 2007 through June 19, 2008/South Ranchito Elementary School.
 - Teacher (4) extra-duty, extra-pay assignment to participate in the Los Angeles Music Center 2008 Institute for Educators July 28 through August 1, 2008/South Ranchito Elem. School.
 - Teacher (2) ratify extra-duty, extra-pay assignment to participate in the 2008 Project ALPHA Summer Math Institute, effective June 20 through July 12, 2008/Categorical Programs.

CLOSED SESSION:

- Teacher (1) extra duty, extra pay assignment to teach students in the Independent Study and Home/Hospital Teaching Programs for the 2008-2009 school year. Effective August 28, 2008 to June 19, 2009 at the District's hourly rate of \$35.00, plus 12.803% for benefits, not to exceed 150 hours, payable from Independent Study/Home Teaching program account.
- Teacher (1) extra duty, extra pay assignment to teach students in the Independent Study and Home/Hospital Teaching Programs for the 2008-2009 school year. Effective August 28, 2008 to June 19, 2009 at the District's hourly rate of \$35.00, plus 12.803% for benefits, not to exceed 300 hours, payable from Independent Study/Home Teaching program account.
- Teacher (2) request for resignation for the 2008-2009 school year.
- Teachers (3) extra-duty, extra-pay assignment for certificated staff members from North Park Middle School to assist with revisions of the 2008-09 North Park Restructuring Plan, this plan is a Program Improvement requirement. The teachers will be paid at the District's hourly rate of \$35.00, not to exceed 12 hours each, effective July 11, 2008 through July 18, 2008. Total expenditure of \$1,421.31, which includes 12.803% for benefits, payable from Centralized Title I funds.

(3) Public Employee Appointment/Evaluation/Resignation/Dismissal/Release:
Classified Register No. 1-2008/2009

- Probationary Employment (1) Personnel Secretary
- Increase in Salary Range (1) Lead Library Media Tech.
- Summer School Employment (4) CELDT Clerks
- Summer School Employment (1) Library Media Tech.
- Summer School Employment (1) Health Services Asst.
- Classified Employees placed on the 39 month rehire list to sub (6) Custodian
- Classified Employees placed on the 39 month rehire list to sub (3) Clerk Typist II
- Classified Employees placed on the 39 month rehire list to sub (1) Clerk Typist I
- Classified Emp. placed on the 39 month rehire list to sub (1) Lib. Med. Tech.
- Classified Employees placed on the 39 month rehire list to sub (2) School Sec/Bil.
- Classified Employees placed on the 39 month rehire list to sub (2) Lib. Med. Asst.
- Classified Emp. placed on the 39 month rehire list to sub (3) Health Svc Asst.
- Summer School Employment (4) Inst. Aide/SH/LH/SDL
- Summer School Substitute Employment (2) Inst. Aide SH/LH/SDL
- Summer School Employment (1) District Security
- Summer School Employment (11) School Safety Officers
- Summer School Employment (5) Child Care Attendants
- Summer School Employment (4) Inst. Aide III/CELDT Assessor
- Summer School Employment (1) Inst. Aide I/ Adult School
- Summer School Employment (1) Cafeteria Manager III
- Summer School Employment (1) Cafeteria Manager II
- Summer School Employment (3) Cafeteria Manager I
- Summer School Employment (3) Cook/Baker
- Summer School Employment (2) Cafeteria Helper II
- Summer School Employment (10) Cafeteria Helper I
- Summer School Employment (1) College Tutor
- Unclassified Employment (3) Walk-On Coach
- Unclassified Employment (1) Student Worker
- Unclassified Employment (1) Special Education Translator
- Resignation (2) Child Care Attendant
- Permanent Employment (19) Special Education Inst. Aides
- Substitute Employment (1) Special Education Inst. Aide
- Notice of Layoff (3) Cafeteria Manager I
- Notice of Layoff (2) Cook/Baker
- Notice of Layoff (4) Clerk Typist II

CLOSED SESSION:

- Notice of Layoff (2) Health Services Asst.
- Notice of Layoff (2) Clerk Typist I
- Notice of Layoff (2) Instructional Aide III
- Notice of Layoff (1) Instructional Aide II
- Notice of Layoff (2) Instructional Aide I
- Notice of Layoff (1) Maintenance Worker I
- Notice of Layoff (1) Maintenance Worker II
- Notice of Layoff (1) Grounds Worker
- Notice of Layoff (1) Grounds Equipment Operator

- (4) Student Disciplinary Matters: Students A through H
- (5) Conference with Labor Negotiator Edward L. Kunkel: ERFT / CSEA / ERASA / Other Unrepresented Employees

RECONVENE INTO OPEN SESSION:

PUBLIC REPORT OF CLOSED SESSION ACTION:

- (1) _____
- (2) _____
- (3) _____
- (4) _____
- (5) _____

CLOSED SESSION: (Items 09 through 18)

- 09** Deny Claim
- 10** Approve/Ratify Certificated Employment Register No. 1-2008/2009
- 11** Approve/Ratify Classified Employment Register No. 1-2008/2009
- 12** Approve Student Expulsion: Student A
- 13** Approve Student Expulsion: Student B
- 14** Approve Student Expulsion: Student C
- 15** Approve Student Expulsion: Student D
- 16** Approve Student Expulsion: Student E
- 17** Approve Student Expulsion: Student F
- 18** Approve Student Expulsion: Student G

ACTION ITEMS 09 THROUGH 18:

M_____ S_____ Vote_____

(Exception:_____)

ADJOURNMENT:

M_____ S_____ Vote_____