

EL RANCHO UNIFIED SCHOOL DISTRICT
Pico Rivera, California

BOARD OF EDUCATION
Organizational Meeting
6:00 PM

December 13, 2007
City Council Chambers
6615 Passons Blvd.

MINUTES OF BOARD ACTIONS

CALL TO ORDER: 6:00 PM

ORGANIZATION OF THE BOARD:

- 069 Approved nomination of **Delia Alvidrez** as Board of Education **President** for 2008.
- 070 Approved nomination of **Joseph Rivera** as Board of Education **Vice President** for 2008.
- 071 Approved nomination of **Rita Jo Ramirez** as Board of Education **Clerk** for 2008.
- 072 Adopted the Board of Education calendar of regular meetings for 2008, to be held in the Pico Rivera City Council Chambers, 6615 Passons Blvd., Pico Rivera at 6:00 p.m.

January 17, 2008	July 10, 2008
February 14, 2008	August 28, 2008
March 13, 2008	September 11, 2008
April 10, 2008	October 9, 2008
May 8, 2008	November 13, 2008
June 12, 2008	December 11, 2008

- 073 Approved/appointed Governing Board members to participate and become voting members on the following committees for 2008:
 - a. Voting Rep. to the LACOE Committee on School District Organization R. Ramirez
 - b. Los Angeles County School Trustees Association (LACSTA) J. Rivera
 - c. Pupil Transportation Cooperative Trustee Review Committee V. Chavez
 - d. WACSEP Trustees Review Committee (2 yr. term) D. Alvidrez
 - e. Whittier Area School Trustees Assoc. Executive Board (2 yr. term) J. Rivera

ADOPTION OF MINUTES:

- 074 Adopted the minutes of the Board of Education's regular meeting held November 8, 2007.

CONSENT AGENDA: (Items 075 through 079)

- 075 **SUPERINTENDENT** – Norbert Genis (562) 801-5199
 - .1 Approved Contract CPRE-7134 in the amount of \$1,743,638.00 for State Preschool Program agreement between the California State Department of Education and ERUSD for the purpose of providing state preschool child care and development services in fiscal year 2007-2008 and Resolution No. 21-2007/2008, authorizing Norbert Genis, Superintendent, Lydia Cano, Chief Business Officer and Joanne Brenner, Director Early Learning Programs to sign the transaction for the Governing Board. This agreement with the State of California shall be in effect from July 1, 2007 to June 30, 2008.

075 SUPERINTENDENT – Norbert Genis (562) 801-5199

- .2 Approved Amendment #1 Inflation/FT&C Change amending the MRA from \$1,101,181.00 to \$1,151,064.00 to the General Child Care and Development Programs Contract (CCTR-7143) agreement between the California State Department of Education and ERUSD for the purpose of providing inflation funds to the General Child Care and Development Programs from July 1, 2007 through June 30, 2008.

076 SPECIAL & ALTERNATIVE EDUCATION – Arnold Tovar (562) 801-4810

- .1 Approved consultant contract with Jeanne Gehle, Special Education Consultant at the rate of \$425.00 per day for the period beginning December 14, 2007 to June 19, 2008. Total expenditure not to exceed \$8,075.00 payable from Special and Alternative Education funds.
- .2 Approved attendance for one nurse to attend the California School Nurses Organization National Conference (CSNO) at the Town & Country Resort and Convention Center, in San Diego, CA, including registration, lodging, meals and mileage expenses. Expenses payable from Special Education account in the amount of \$1,139.00 plus mileage.
- .3 Approved/Ratified 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: Rossier Park Elementary identified and board approved El Rancho pupil will attend this school as defined in Item 18 under General Provisions with payment 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 funds in the amount of \$36,339.00.
- .4 Approved/Ratified 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 students will attend this school as defined in Item 18 under General Provisions with payment of \$8,703.50 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

077 DIVISION OF EDUCATIONAL SERVICES – Susanna Smith (562) 801-5206

- .1 Approved attendance for one (1) certificated staff member from El Rancho High School to the *2008 ACDA (American Choral Directors Association) Western Division Convention* in Orange County, CA, February 27 – March 1, 2008. Total expenditure of \$445.00, for registration and substitute fees, payable from El Rancho High School Arts and Music Block Grant.
- .2 Approved attendance for two (2) certificated staff members from El Rancho High School to the *California Teachers Association Good Teaching Conference* at the Hyatt Regency Orange County in Anaheim, CA, March 7, 2007. There is no cost for registration. Total expenditure of \$300.00, for substitute teachers, payable from El Rancho High School Title I funds.

077 DIVISION OF EDUCATIONAL SERVICES – Susanna Smith (562) 801-5206

- . 3 Approved attendance for three (3) certificated staff members from South Ranchito Elementary School to the *SDE (Staff Development for Educators) "6 Trait Writing"* Seminar on February 6, 2008 in Anaheim, CA. Total expenditure of \$937.00, which includes registration and substitute teacher costs, payable from South Ranchito Elementary School Title I funds.
- . 4 Approved/Ratified attendance for one (1) High School Library/Media Center Supervisor from El Rancho High School to the *California School Library Association (CSLA) 2007 Conference* on November 15-19, 2007, in Sacramento, California. Estimated expenditure of \$356.22 will be payable from El Rancho High School General funds.
- . 5 Approved attendance for ten (10) parents from South Ranchito Elementary School to the *"Beyond Boundaries"* conference on December 15, 2007 in Los Angeles, California. Total expenditure of \$800 payable from Centralized GATE funds.
- . 6 Approved educational field trip for 46 students, three (3) certificated staff members, and one (1) certificated administrator from Valencia Elementary School to the *University of Southern California's "A Day in Troy"* event on Saturday, January 19, 2008, from 8:00 a.m. – 3:30 p.m. PTC will provide transportation. Total expenditure of \$650.00, which includes transportation and admission, payable from Valencia Elementary School GATE funds.
- . 7 Approved participation for 160 students and four (4) certificated staff members from Rivera Middle School to the *Mt. San Antonio College AAF (Amateur Athletic Foundation) Youth Days Relays* in Walnut, California, Friday, April 4, 2008. Students will depart at 8:00 a.m. and return around 6:00 p.m.; PTC will provide transportation. Total expenditure of \$1,400.00 for registration, PTC transportation, and substitute teachers, payable from Rivera Middle School SLIBG (School and Library Improvement Grant) funds.
- . 8 Approved participation for fourteen (14) students, and three (3) certificated staff advisors from Rivera Middle School's Cheerleading Squad in the *Sharp International Cheerleading Competition* in Whittier, California, on Saturday, January 26, 2008. Transportation will be provided to and from the competition by parents. Total expenditure of \$70.00, for participation, payable from Rivera Middle School ASB funds.
- . 9 Approved participation for 45 students, four (4) certificated staff members, and three (3) parent volunteers from Rivera Middle School in the *Outdoor Education Program at the Catalina Island Marine Institute on Toyon Bay* on Friday, May 2 – Sunday, May 4, 2008. Total participation expenditure of \$11,250.00, for transportation, room, board, and program fees, payable by participating students; total expenditure of \$450.00, for substitute fees, payable from Rivera Middle School SLIBG (School and Library Improvement Block Grant) funds.
- .10 Approved participation of the El Rancho Band/Colorguard to the *Annual Heritage Festival Performances at Sea*, on March 24-28, 2008 (Spring Break) aboard the Royal Caribbean International Cruise. Total expenditure of \$43,265.00 payable through Band Funds Account, student fundraisers and the Band Boosters will assist in fundraising. There is no cost to the District.

077 DIVISION OF EDUCATIONAL SERVICES – Susanna Smith (562) 801-5206

- .11 Approved consultant agreement with Thinking Maps, Inc. to provide language arts staff development for Meller Elementary School certificated staff members on January 28, February 27 and April 23, 2008. Total expenditure of \$8,000.35, for consultant services and materials, payable from Meller Elementary School EIA / LEP (50%) and ELAP (50%) funds.
- .12 Approved consultant agreement with Toby Larson, educational consultant, to provide South Ranchito Elementary School K – 5th grade certificated staff and principal with two modified days of staff development on January 22 and February 5, 2008, and four days of classroom demonstrations, effective January 15 through February 21, 2008. Total expenditure of \$7,300.00, for consultant fees, payable from South Ranchito Elementary School Title I (\$2,500.00) and EIA / LEP (\$4,800.00) funds.
- .13 Approved consultant agreement with Armando Briones Jr. for services rendered as related to public address athletic events and statistician for the year 2007-08 on an event-to-event basis. Expenditure of \$100.00 per event total not to exceed \$600.00 is payable from El Rancho High School ASB/Supervision Funds.
- .14 Approved consultant agreement with School Innovations & Advocacy to provide an English Learner Advisory Committee training to seventeen (17) site principals on January 22, 2008. Total expenditure of \$1,500.00, for consultant services, payable from EIA / LEP funds.
- .15 Approved District membership with the CHARACTER COUNTS! Coalition, effective January 1, 2008 through December 31, 2008. Expenditure of \$1,000.00 payable from Centralized SLIBG (School and Library Improvement Block Grant) funds.
- .16 Approved consultant agreement with CHARACTER COUNTS! to provide an effective character development strategies workshop to elementary principals and teachers on February 5-7, 2008. Expenditure of \$25,143.00, for consultant services, materials and travel fees, payable from Title II funds.
- .17 Approved/Ratified Contract No. C-9138:07:08 with the Los Angeles County Office of Education (LACOE) for participation in a program of Outdoor Science and Conservation Education 2007-2008 school year, effective September 1, 2007 through June 30, 2008.
- .18 Approved District membership with the Music Center of Los Angeles County for the 2007-2008 school year. Membership fee of \$750.00 payable from SLIBG (School and Library Improvement Block Grant) funds.
- .19 Approved amendment to Educational Services Board Item No. 59.17, approved on 11/8/07, agreement with 10 supplemental educational service providers, for North Park Middle School in its fourth year of Program Improvement and Rivera Middle School in its second year of Program Improvement under the No Child Left Behind Act, effective November 9, 2007 to May 30, 2008. An amendment is necessary due to a change in the number of student participants and per pupil rate provided by the California Department of Education as of November 2007. Providers are not to exceed ~~\$1042.05~~ \$1061.40 per student for the ~~86~~ 94 students receiving services (*per pupil rate provided by California Department of Education as of ~~Oct-2006~~ Nov. 6, 2007*). Total expenditures not to exceed ~~\$89,616.30~~ \$99,771.60, payable from District Title I funds.

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

- . 1 Approved/Ratified Business Office Reports for the month of October 2007.
 - a. Miscellaneous Cash Collections Receipt Nos. 25685 through 25833 totaling 1,927,566.58. *Receipts include the following donations:*

<u>Vendor</u>	<u>Amount</u>	<u>Recipient</u>
Target	\$ 82.71	Magee Elementary
Coca-Cola Bottling Company	\$ 43.45	Magee Elementary
Edison International	\$ 30.00	Magee Elementary
Target	\$ 128.76	Rio Vista Elementary
Lifetouch Nat'l School Studios	\$ 312.00	Valencia Elementary
Edison International	\$ 69.99	North Ranchito Elem.
Edison International	\$ 69.99	North Ranchito Elem.
 - b. Purchase Order Nos. P175122 through P175298 and including prior numbered confirming orders totaling \$440,704.00 and Cafeteria Purchase Orders totaling \$100,771.02.
 - c. "A" Warrants Schedule C1C through 298 totaling \$5,513,140.33.
 - d. "B" Warrants No. 2774 through 2816 totaling \$3,060,338.16.
 - e. Revolving Cash No. 3219 through 3223 totaling \$1,895.57.
 - f. Clearing Account No. 3128 through 3131 totaling \$199,982.50.

- . 2 Approved/Ratified Business Office Reports for the month of November 2007.
 - a. Miscellaneous Cash Collections Receipt Nos. 25834 through 25936 totaling \$625,857.83. *Receipts include the following donations:*

<u>Vendor</u>	<u>Amount</u>	<u>Recipient</u>
Lifetouch Nat'l School Studios	\$ 211.00	Obregon Elementary
Lifetouch Nat'l School Studios	\$ 143.00	Obregon Elementary
Coca-Cola Bottling Company	\$ 52.41	Durfee Elementary
 - b. Purchase Order Nos. P175299 through P175473 and including prior numbered confirming orders totaling \$6,077,900.29 and Cafeteria Purchase Orders totaling \$218,502.91.
 - c. "A" Warrants Schedule CID through 333 totaling \$5,718,638.24.
 - d. "B" Warrants No. 2818 through 2852 totaling \$5,366,161.80.
 - e. Revolving Cash No. 3224 through 3225 totaling \$4,187.73.
 - f. Clearing Account No. 3132 through 3133 totaling \$168,188.93.

- . 3 Approved to declare ~~69~~ 87 items of computer equipment as obsolete and authorize disposal of equipment, which is no longer usable by the District. **Amended**

- . 4 Approved contract agreement between El Rancho Unified School District and Koury Engineering to provide Geotechnical Monitoring, Construction Inspection and Material Testing for the District's "New Practice Gymnasium Project" at El Rancho High School. Estimated cost is \$91,202.50; if additional testing and monitoring is required, added cost will be determined by attached Schedule of Fees. Total cost payable from budgeted General Obligation Bond Funds.

- . 5 Approved first interim report and a positive certification of El Rancho Unified School District's ability to meet its 2007-2008 obligations.

- . 6 Approved continuation of contract with School Services of California, Inc., for services and assistance with all issues regarding school finances, legislation, school budgeting, and general fiscal issues, for the calendar year 2008 at a cost of \$2,100.00, plus expenses, and Addendum A, Special Services Agreement, for the CADIE and SABRE Reports at an additional cost of \$600 for the year. Total costs of \$2,700.00 payable from the General Fund.

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

- .7 Approved budget revisions.
- .8 Approved amendments to Board Item No. 005.12, approved July 12, 2007, Resolution No. 6-2007/2008 for annual delegation of administrative authority to process routine budget revision, adjustments and transfers for the 2007/2008 fiscal year. *Amend resolution to remove fixed cash amounts.*
- .9 Approved final payment of \$58,719.33, including all change orders to Padua Glass Enterprise Inc. and accept the Window Replacement Project for Rivera Elementary School as complete. Total project payable from Budgeted Bond Funds.
- .10 Approved final payment of \$91,721.51, including all change orders to Padua Glass Enterprise Inc. and accept the Window Replacement Project for Rivera Middle School as complete. Total project payable from Budgeted Bond Funds.
- .11 Approved Change Order No. 04 for the Wrought Iron Fencing Project for Valencia Elementary School by Charlie's Fence Company for a total cost of \$12,482.25, payable from Budgeted Bond Funds.
- .12 Approved annual service agreement with McKinley Equipment Corporation to service fifteen (15) wheelchair lifts and dumbwaiters for a cost of \$5,250.00 payable from Deferred Maintenance funds and \$3,000.00 payable from Restrictive Maintenance funds for a total cost of \$8,250.00.
- .13 Approved amendment to Board Item No. 019.4, approved August 23, 2007, award of mandated lowest bid for the Wrought Iron Fencing Project for Maizeland Child Development Center to Charlie's Fence Company for a total low base bid unit cost of \$110.00 per linear foot of wrought iron fence. Total project cost is ~~\$16,000.00~~, **\$41,250.00** payable from Safety Credit Funds.
- .14 Adopt Resolution No. 22-2007/2008 Certification of Signatures, authorizing the signature of either the Superintendent, Assistant Superintendent of Education, Assistant Superintendent of Human Resources, Chief Business Officer and Director of Fiscal Services on warrants, Cafeteria Account, Revolving Cash Checks, Orders for Salary Payment, Notices of Employment and Contracts.
- .15 Approved/Ratified attendance for one Director of Purchasing & Warehousing to attend the "Protecting Schools, Colleges, and Universities" training, presented by the Community Safety Institute on November 30, 2007 at the Los Angeles Southwest College in Los Angeles, CA. Total expenditure of \$125.00 payable from General Funds.
- .16 Approved public disclosure of proposed 2007-2008 collective bargaining agreement between the El Rancho Unified School District Board of Education and the El Rancho Administrators/Supervisors Association, as mandated by Assembly Bill 1200.
- .17 Approved Change Order No. 01 and final payment of \$48,038.71, including all change orders to American Modular Systems and accept the Relocatable Classroom Project for Durfee Elementary School as complete. Total project payable from Budgeted Bond Funds.

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

- .18 Approved Change Order No. 01 and final payment of \$63,352.78, including all change orders to American Modular Systems and accept the Relocatable Classroom Project for North Ranchito Elementary School as complete. Total project payable from Budgeted Bond Funds.
- .19 Approved budget revisions in support of the First Interim Report.

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

- .1 Approved/Ratified to employ on a basis of a Provisional Internship and/or Waivers for Single Subject for one (1) certificated applicant.
- .2 Adopt Resolution No. 20-2007/2008 authorizing two (2) Multiple Subject Credentialed teachers to teach in intermediate departmentalized classes per Ed. Code 44256(b).
- .3 Approved Single Subject University Intern Program contract agreement between El Rancho Unified School District and California State University, Northridge for the purpose of providing an alternative route to certification that allows candidates to obtain credentials while teaching in classrooms.
- .4 Approved Student Field Placement Agreement between the California State University Long Beach and the El Rancho Unified School District to allow University students to receive clinical social work fieldwork experience.
- .5 Approved the new 2007-2008 Psychologist Salary Schedule to reflect a 5.03% increase effective July 1, 2007.
- .6 Approved Settlement Agreement between the El Rancho Unified School District Board of Education and the El Rancho Administrators and Supervisors Association (ERASA) for 2007-2008 school year with salary schedules reflecting a 5.03% increase effective July 1, 2007.

DISCUSSION/ACTION:

- 080** Adopted second reading of *new* Board Policy and Administrative Regulation, BP/AR 1311, Civility.
- 081** Approved First Reading of *revised* Board Policies and Administrative Regulations:
 - ◆ BP/AR 1312.3 – Uniform Complaint Procedures
 - ◆ BP/AR 2230 – Representative and Deliberative Groups
 - ◆ BP/AR 4211.21 – Qualifications Appraisal/Examination
 - ◆ BP 4213.2 – Promotion/Demotion/Reclassification
 - ◆ BP/AR 4215 – Evaluation/Supervision
 - ◆ AR 4311 – Recruitment and Selection
 - ◆ BP 4317.12 – Early Retirement Consultancy Contract

CLOSED SESSION: (Items 082 through 093)

- 082 ~~Deny~~ **Pulled Claim.**
- 083 Denied Claim.
- 084 Denied Claim.
- 085 Denied Claim.
- 086 Approved/Ratified Certificated Employment Register No. 6-2007/2008
- 087 Approved/Ratified Classified Employment Register No. 6-2007/2008, **with amendments.**
- 088 Approved Student Expulsion: Student A
- 089 Approved Student Expulsion: Student B
- 090 Approved Student Expulsion: Student C
- 091 Approved Student Expulsion: Student D
- 092 Approved Student Expulsion: Student E
- 093 Approved Student Expulsion: Student F

ADJOURNMENT: 9:47 PM