

EL RANCHO UNIFIED SCHOOL DISTRICT
Pico Rivera, California

BOARD OF EDUCATION
Regular Meeting
6:00 PM

September 13, 2007
City Council Chambers
6615 Passons Blvd.

A G E N D A

CALL TO ORDER: Vincent Chavez, President

PLEDGE OF ALLEGIANCE: Jasper Mills, ASB President/El Rancho H.S.

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

ASB BOARD MEMBER: Jasper Mills, ASB President/El Rancho H.S.

RECORDER: Victoria N. Chavez

INTERPRETER: (Spanish) Herlinda Acevedo

VISITORS: Register No. 3-2007/2008

EL RANCHO HIGH SCHOOL ASB REPORT:
Jasper Mills, ASB President at El Rancho High School, will report on past and future activities.

The Superintendent recommends that the Board of Education:

ADOPTION OF MINUTES:

034 Adopt the minutes of the Board of Education's regular meeting held August 23, 2007.

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.

❖ Unaudited Actuals, 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.

PUBLIC HEARING:

The Board will hold a Public Hearing regarding ERASA's Initial Proposal between the El Rancho Association of Supervisors/Administrators (ERASA) and El Rancho Unified School District (ERUSD) for the 2007-2008 school year.

PUBLIC HEARING:

The Board will hold a Public Hearing regarding El Rancho Classified Employees Union's Initial Proposal between the El Rancho Classified Employees Union, Inc. (CSEA) and El Rancho Unified School District (ERUSD) for the 2007-2008 school year.

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:

Citizens are invited to speak to any action item on the CONSENT AGENDA. Citizens 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 work days prior to the regular meeting.

CONSENT AGENDA: (Items 035 through 039)

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.

035 SUPERINTENDENT – Norbert Genis (562) 801-5199

- . 1 Approve Resolution No. 14-2007/2008 declaring that Board Member Joseph Rivera was absent from the August 13, 2007 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.

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

- . 1 Approve consulting services agreement with Speech and Language Pathologist, Miriam Hsieh, for the 2007/2008 school year, payable from Special Education funds, at \$500 per day, not to exceed \$19,000.

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

- . 2 Approve the Memorandum of Understanding between Alma Family Services and the El Rancho Unified School District for the 2007-2008 school year. Clinic will assist the district with needed mental health services.
- . 3 Approve attendance for two (2) El Rancho Unified School District nurses to attend the *Epidemiology Workshop*, November 14 and 15, 2007. Payable from general funds in the amount of \$100.
- . 4 Approve attendance for two (2) El Rancho Unified School District nurses to attend the *Orange County Health Initiative Conference* on September 21, 2007. Payable from general funds in the amount of \$60.00.
- . 5 Approve attendance for California Consortium of Independent Study (CCIS) Compliance Workshop for one (1) Independent Study teacher to attend "*Celebrating 30 years of Advancing Independent Study*" conference held from October 22, 2007 to October 24, 2007 at the Rancho Las Palmas Hotel, Rancho Mirage, California in the estimated amount of \$940.00 payable from general funds.
- . 6 Approve five-year non-tuition inter-district attendance agreement between the Whittier Union High School District and the El Rancho Unified School District. Effective July 1, 2007 to June 30, 2012.
- . 7 Approve/Ratify agreement with the City of Pico Rivera for joint funding of a Special Event Law Enforcement Services, Truancy Officer for the 2006-07 school year. The total cost of \$58,508.45, from September 1, 2006 through June 30, 2007, will be payable from general funds.
- . 8 Approve/Ratify agreement with the City of Pico Rivera for joint funding of a Special Event Law Enforcement Services, Truancy Officer. The total cost of \$59,375 for ten months, from September 1, 2007 through June 30, 2008, will be payable from general funds.
- . 9 Accept Early Mental Health Initiative (EMHI) Grant of \$134,792 per year for school years 2007-08, 2008-09, and 2009-10.
- .10 Approve attendance to the Early Mental Health Initiative Conference – "*Play-A Bridge to Learning*," October 15 and 16, 2007 at the Hyatt Regency San Francisco Airport Hotel, 1333 Bayshore Highway, Burlingame, CA 94010. Includes registration, lodging, transportation and meals for thirty-three (33) participants. Twenty-three (23) are El Rancho Unified School District employees, one (1) is an Agency employee, and the other remaining nine (9) participants are to be hired. Expenditure payable from the Early Mental Health Grant account in the amount of \$20,725.00.

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

- .11 Approve/Ratify Master Contract and 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 School* identified and board approved El Rancho students 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 account.
- .12 Approve/ratify consultant agreement with Autism Spectrum Therapies to provide Direct Interventions for 200 hours at the rate of \$75.00 per hour, and Supervision Services for 40 hours at the rate of \$125.00 per hour. Services are from September 1, 2007 to June 30, 2008. Expenditures to be paid from the Special Education account, not to exceed \$20,000.00.

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

- .1 Approve attendance for two (2) certificated staff members from Educational Services to the University of California Los Angeles School Management Program training, *Bridges to Understanding: Teaching That Matters for English Learners*. The participants will attend on September 25-27, 2007 in Brea, California. Total expenditures not to exceed \$1,400.00 payable from Title III funds.
- .2 Approve attendance for one (1) classified staff member from the Categorical Programs Office to the one-day *"The Indispensable Assistant"* seminar. The participant will attend on September 25, 2007, in Torrance, California. Total expenditure not to exceed \$200.00 payable from Title II funds.
- .3 Approve attendance for one (1) certificated staff member from El Rancho High School to the LANGUAGE! Third Edition Training on September 17-21, 2007 in Ontario, California. Estimated expenditure of \$1,050.00 payable from El Rancho High School Title I (50%) and EIA/LEP (50%) funds.
- .4 Approve/ratify attendance for one (1) certificated staff member from the Categorical Programs Office to the one-day *"Focus: Achieving Your Highest Priorities"* training on September 10, 2007 in Long Beach, California. Expenditure of \$315.00 payable from Title II funds.
- .5 Approve attendance for five (5) certificated district administrators, four (4) certificated school administrators, and eight (8) certificated staff members from various Program Improvement schools to the On the Right Track 5 Symposium: *Navigating through Program Improvement and Strategies for Exiting* conference Sept. 30 – Oct. 2, 2007 at the Hyatt Regency Orange County in Garden Grove, California. Total expenditure of \$6,820.00, which includes registration and substitute pay for teachers, payable from District Title I funds.

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

- .6 Approve attendance for four (4) Steering Committee members from Ruben Salazar High School to the Western Association of Schools and Colleges (WASC) “Focus on Learning” Training session at the Whittier Union High School District Office of Education on November 9, 2007. Total expenditure not to exceed \$450.00, for substitutes, payable from District Title I funds. There is no cost for the WASC training.
- .7 Approve attendance for four (4) certificated staff members from Project Alpha to the “California Mathematics Council-South” conference in Palm Springs, California, from November 2-3, 2007. Total cost for the conference not to exceed \$2,540.00 payable from California Math Science Partnership grant funds.
- .8 Approve attendance for twenty (20) certificated staff members from El Rancho High School to the California Science Education Conference on October 26 & 27, 2007, to be held at the Long Beach Convention Center in Long Beach, California. Estimated expenditure of \$2,110 payable from El Rancho High School One Time Discretionary Grant funds.
- .9 Approve participation for eighteen (18) students and three (3) teachers from Rivera Middle School in the Iolani Cross Country Invitational, September 21-26, 2007 in Kualoa, Hawaii. Total expenditures of \$1800.00 payable from Rivera Middle School SLIBG Funds.
- .10 Approve participation of six (6) Annual Staff students and one (1) certificated staff member from El Rancho High School in the *Taylor Intensity Workshop* September 20 – 23, 2007, at the Dallas/Fort Worth Airport Marriott in Irving, Texas. Taylor Publishing will pay for the certificated advisor and two student plane tickets and workshop fees, lodging at the Airport Marriott for six students, meals for all seven participants, and ground transportation by SuperShuttle around Dallas for all participants. Advisor will pay personal motel fees. Total estimated expenditure of \$1,140.00 for four (4) student participants, which includes registration and air transportation by American Airlines, payable from El Rancho High School Annual Staff ASB Account.
- .11 Approve consultant agreements for four (4) band consultants, Amanda Bond, Danielle Collins, Richard Hernandez, and Matthew Jones, to assist the El Rancho High School Band with music and visual techniques, effective September 14, 2007 – June 18, 2008. Total expenditure of \$18,000.00 payable from El Rancho High School General (\$10,000.00) and Arts and Music Block Grant (\$8,000.00) funds.
- .12 Approve consultant agreement with Toby Larson, educational consultant, to conduct three (3) staff development writing workshops and classroom demonstrations at Salazar High School on November 7, 2007, January 28 and April 16, 2008. Expenditure of \$3,100.00 payable from Salazar High School Title I (50%) and EIA/LEP (50%) funds.

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

- .13 Approve consultant agreement with Patricia Beal, consultant approved by Western Association of Schools and Colleges (WASC) and California Department of Education (CDE) "Focus on Learning" Accreditation Commission, to conduct two (2) staff inservices at Salazar High School on November 20, 2007 and April 7, 2008. Expenditure of \$800 payable from District Title I funds.

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

- . 1 Approve/Ratify Business Office Reports for the month of August 2007.
 - a. Miscellaneous Cash Collections Receipt Nos. 25544 through 25615 totaling \$390,396.88.
 - b. Purchase Order Nos. 174752 through 174958 and including prior numbered confirming orders totaling \$749,011.65 and Cafeteria Purchase Orders totaling \$314,823.48.
 - c. "A" Warrants Schedule VIC through 239 totaling \$2,294,024.05.
 - d. "B" Warrants No. 2690 through 2734 totaling \$3,626,275.10.
 - e. Revolving Cash No. 3211 through 3213 totaling \$2,639.71.
 - f. Clearing Account No. 3123 through 3124 totaling \$142,085.02.
- . 2 Approve to declare seven (7) district vehicles as surplus and authorize sale of vehicles by process of sealed bids. Should no bids be received, the District will utilize Ecology Auto Parts for disposal. All proceeds from the sale of surplus vehicles shall be deposited into the District's General Fund.
- . 3 Approve Change Order No. 01 for the Relocatable Site Work Project for Durfee Elementary School by CHAP Inc. for a total cost of \$3,800.00, payable from Budgeted Bond Funds.
- . 4 Approve Change Order No. 01 for the Relocatable Site Work Project for North Ranchito Elementary School by CHAP, Inc. for a total cost of \$20,800.00, payable from Budgeted Bond Funds.
- . 5 Approve Change Order No. 01 for the Window Replacement Project for Rivera Elementary School by Padua Glass Enterprises, Inc. for a total cost of \$6,953.33, payable from Budgeted Bond Funds.
- . 6 Approve Change Order No. 01 for the Window Replacement Project for Rivera Middle School by Padua Glass Enterprises, Inc. for a total cost of \$7,735.11, payable from Budgeted Bond Funds.
- . 7 Approve Change Order No. 1 and final payment of \$12,699.55, including all change orders to JJJ Floor Covering, Inc. and accept the Flooring Replacement Project for North Park Middle School as complete. Total project payable from Budgeted Bond Funds.

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

- . 8 Approve Change Order No. 2 and final payment of \$6,847.90, including all change orders to JJJ Floor Covering, Inc. and accept the Flooring Replacement Project for Selby Grove Elementary School as complete. Total project payable from Budgeted Bond Funds.
- . 9 Approve Change Orders No. 01 and 02 and final payment of \$11,455.91, including all change orders to Karcher Environmental and accept the Flooring Abatement Project for North Park Middle School as complete. Total project payable from Budgeted Bond Funds.
- .10 Approve final payment of \$6,590.00, including all change orders to Karcher Environmental and accept the Flooring Abatement Project for Selby Grove Elementary School as complete. Total project payable from Budgeted Bond Funds.
- .11 Approve award of mandated lowest bid for the Practice Gymnasium Project for El Rancho High School to Gamut Construction Company, Inc. for a total low bid of \$4,697,000.00. Total contract cost payable from Budgeted Bond Funds.
- .12 Approve award of mandated lowest bid for the Wrought Iron Fencing Project for El Rancho High School to Charlie's Fence Company for a total low base bid unit cost of \$140.25 per linear foot of wrought iron fence. Total contract cost payable from Budgeted Bond Funds.
- .13 Adopt Resolution No. 15-2007/2008 establishing the 2007-2008 Gann Appropriations Limits as \$55,612,923.09 for the 2007-2008 fiscal year.
- .14 Approve the El Rancho Unified School District's 2006-2007 Unaudited Actuals pursuant to Education Code Section 42100.
- .15 Approve final payment of \$56,282.00, including all change orders to Eberhard Roofing and accept Roofing Project as complete. Total project cost payable from Deferred Maintenance Funds.
- .16 Approve final payment of \$2,200.00, including all change orders to CHAP, Inc. and accept the Demolition of Portable Classrooms Project for Selby Grove Elementary School as complete. Total project payable from Budgeted Bond Funds.

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

- . 1 Approve/Ratify to employ on a basis of a Provisional Internship and/or Waiver for Special Education in Early Childhood, Mild/Severe Disabilities, and Single Subject for five certificated applicants.
- . 2 Approve/Ratify to employ, on the basis of Ed Code 44263, one certificated employee.

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

- . 3 Approve/Ratify Internship Program Agreement between the El Rancho Unified School District and the California State University, Dominguez Hills to facilitate intern attendance and participation in the prescribed course of study to become qualified for a Professional Clear Multiple Subject/Single Subject credential during the 2007-2008 school year.
- . 4 Accept ERASA’s Initial Proposal between the El Rancho Association of Supervisors/Administrators (ERASA) and El Rancho Unified School District (ERUSD) for negotiations for the 2007-2008
- . 5 Accept CSEA’s Initial Proposal between the El Rancho Classified Employees Union, Inc. (CSEA) and El Rancho Unified School District (ERUSD) for negotiations for the 2007-2008 school year.

CONSENT AGENDA ITEMS 035 THROUGH 039:

M_____ S_____ Vote_____

(Exception:_____)

HEARING SESSION:

Citizens are 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.

- 040** Adopt Second Reading of *revised* Board Bylaw 9320, Meetings and Notices, to reflect action taken at the regular meeting of July 12, 2007, revising the Board Meeting Calendar to hold meetings once per month at 6:00 p.m.
- 041** Adopt Second Reading of *revised* Board Policy 1112, Community Relations: Media Relations
- 042** Adopt Second Reading of *new* Board Policies and Administrative Regulations:
 - ◆ AR 4032 Reasonable Accommodation
 - ◆ BP & AR 4112.24 Teacher Qualifications Under The No Child Left Behind Act
 - ◆ BP & AR 4222 Teacher Aides/Paraprofessionals
 - ◆ E 4222 Attestation Regarding Title I Paraprofessionals
 - ◆ BP 4119.1, 4219.1, 4319.1 Civil and Legal Rights
 - ◆ AR 4112.5, 4312.5 Criminal Record Check

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 3 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) Public Employee Appointment/Evaluation/Resignation/Dismissal/Release:
Certificated Register No. 3-2007/2008

- Teachers (4) request for resignation for the 2007-2008 school year.
- Teacher (1) request for resignation for the 2008-2009 school year.
- Teacher (3) employment as Long-Term Substitutes for the 2007-2008 school year.
- Teacher (1) employment as CDC/State Pre-School for the 2007-2008 school year.
- Teachers (3) as Probationary certificated teacher for the 2007-2008 school year.
- Teachers (4) employment as certificated Substitute teachers for the 2007-2008 school year.
- Teacher (1) request for unpaid leave-of absence for the 2007-2008 school year.
- Teachers (2) employment as Temporary certificated teacher for the 2007-2008 school year.
- Teacher (1) employment for the following Adult Ed. Substitute teacher for the 2007-2008 school year.
- Teacher (1) request for retirement for the 2007-2008 school year.
- Teacher (1) supplemental pay assignment to serve in the position of Newspaper Advisor for the first semester of the 2007-08 school year / Salazar High School.
- Teacher (1) supplemental pay assignment to serve in the position of Annual Advisor for the first semester of the 2007-08 school year / Salazar High School.
- Teachers (40) extra-duty, extra-pay assignment to teach the Extended Programs Academy after-school and Saturday tutoring, effective September 14, 2007 through June 13, 2008 / North Park Middle School.
- Teacher (1) extra-duty, extra-pay assignment to conduct intervention tutoring for English Language Learners through the Bilingual Math Tutoring Lab during the 2007/2008 school year, effective September 17, 2007 through June 18, 2008 / El Rancho High School.

CLOSED SESSION:

- Teachers (14) extra-duty, extra-pay assignment to assist in the El Rancho High School after-school computer lab on a rotating basis, effective September 17, 2007 through June 17, 2008/El Rancho High School.
- Teachers (21) extra-duty, extra-pay assignment to conduct the after-school "Homework Club" twice a week on a rotating basis from 3:00 to 4:30 p.m., effective September 18, 2007 through June 11, 2008/El Rancho High School.
- Administrators (7) and teachers (15) extra-duty, extra-pay assignment to work the Saturday Study Program (SSP) during the 2007-2008 school year on a rotating basis, effective September 14, 2007 through June 14, 2008/El Rancho High School.
- Teachers (2) extra-duty, extra-pay assignment to conduct home visits for kindergarten students, effective September 17, 2007 through June 19, 2008/ Magee Elementary School.
- Teachers (5) extra-duty, extra-pay assignment to provide after-school language arts intervention services for English Language Learners, effective September 17, 2007 through May 23, 2008/Magee Elementary School.
- Teacher (1) amendment to extra-duty, extra-pay assignment, Board Item #030, Section R, Register No. 2, 2007-08, approved August 23, 2007, to provide tutoring for Title 1 and English Language Learners/Rio Vista Elementary School.
- Teacher (1) extra-duty, extra-pay assignment for a Speech and Language Pathologist to assist with the supervision, scheduling, and recruitment of Speech and Language Pathologists, train speech staff and compile data for Medi-Cal from September 1, 2007 to June 19, 2008/Special & Alternative Education.
- Teachers (5) extra-duty, extra-pay assignment to attend specialized behavior training as mandated by a student's IEP from September 4, 2007 to December 14, 2007/Special & Alternative Education
- Teachers (5) stipend pay assignment to divide the work of two unfilled Speech and Language Pathologist positions to teach pupils in the 2007/2008 school year/Special & Alternative Education

(2) Public Employee Appointment/Evaluation/Resignation/Dismissal/Release:
Classified Register No. 3-2007/2008

Accounting/Clerical

- Substitute Employment Pool (2) School Secretary/Sub
- Substitute Employment Pool (2) School Secretary/Bil/Sub
- Substitute Employment Pool (2) Clerk Typist II/Sub
- Substitute Employment Pool (2) Clerk Typist II/Bil/Sub
- Substitute Employment (1) Personnel Secretary/Sub

Instructional Services/Food Services/Unclassified Positions

- Resignation (1) Speech Language Pathologist/Special Education
- Resignation (1) Instructional Aide S.H Substitute/ Special Education
- Resignation (1) Child Care Attendant/Birney State Preschool
- Resignation (1) Child Care Attendant/ Child Development Center
- Unpaid Leave of Absence (1) Child Care Attendant/ Rio Vista St. Preschool
- Unpaid Leave of Absence (1) Cafeteria Helper I/ Pio Pico Elementary
- Unclassified Employment (2) Instructional Aide Trainee/Categorical Programs
- Unclassified Employment (3) College Tutors/Selby Grove
- Unclassified Employment (5) Walk-On Coaches/ERHS
- Temporary Employment (2) Instructional Aide/Special Education
- Substitute Employment (2) Instructional Aide/Special Education Substitutes
- Temporary Employment (1) Instructional Aide/El Rancho Adult School

Maintenance & Operations

- Resignation (1) Grounds Worker
- Out of Category (1) Head Custodian

CLOSED SESSION:

- (3) 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) _____

CLOSED SESSION: (Items 043 through 044)

- 043** Approve/Ratify Certificated Employment Register No. 3-2007/2008
- 044** Approve/Ratify Classified Employment Register No. 3-2007/2008

ACTION ITEMS 043 THROUGH 044:

M_____ S_____ Vote_____

(Exception:_____)

ADJOURNMENT:

M_____ S_____ Vote_____