

**EL RANCHO UNIFIED SCHOOL DISTRICT**  
Pico Rivera, California

BOARD OF EDUCATION  
Regular Meeting  
7:00 PM

March 23, 2004  
City Council Chambers  
6615 Passons Blvd.

**A G E N D A**

*CALL TO ORDER:* Raul P. Salcido, President

*PLEDGE OF ALLEGIANCE:* South Ranchito Elementary  
Student Council President

*ROLL CALL:* Raul P. Salcido, President  
Rita Jo Ramirez, Vice President  
Vincent Chavez, Clerk  
Frank P. Boyce, Member  
Lupe Salas, Member

*ADMINISTRATIVE CABINET:* Norbert D. Genis, Superintendent  
D. Anne Eichman, Assistant Superintendent  
Alfred L. Ogas, Assistant Superintendent  
Susanna S. Smith, Assistant Superintendent  
Barbara J. Moore-Brown, Director  
Lydia Cano, Chief Business Officer

*ASB BOARD MEMBER:* Chris Arroyo, ASB President/El Rancho H.S.

*RECORDER:* Victoria N. Chavez

*INTERPRETER:* Herlinda Acevedo

*VISITORS:* Register No. 16-2003/2004

*ACKNOWLEDGMENT OF GUEST(S):*

*STUDENT GOVERNMENT, SOUTH RANCHITO ELEMENTARY:*

*ASB REPORT:*

Chris Arroyo, 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:*

**209** Adopt the minutes of the Board of Education's regular meeting held March 9, 2004.

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.*

- (1) Salazar Continuation High School Program, *Ray Reyes, Principal*
- (2) 2002/2003 Audit Report, *Royce Townsend, Vavrinek, Trine, Day & Co., LLP*

*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. Individual speakers will be allowed three minutes to address the Board. The Board shall limit the total time for each agenda item to 20 minutes, 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 five work days prior to the regular meeting. Non-action items may be introduced by the public during the "Public Comments" section of the agenda.*

*CONSENT AGENDA: (Items 210 through 214)*

*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.*

**210 SUPERINTENDENT -- Norbert Genis (562) 801-5199**

- .1 Approve agreement with Energy Education, Inc. to provide energy management services funded from existing district utilities budget.

**211 DIVISION OF EDUCATIONAL SERVICES -- Susanna Smith (562) 801-5206**

- . 1 Approve/ratify attendance for one teacher from El Rancho High School to "The Brain & Reading: What's the Brain got to do with It?" conference on Saturday, March 20, 2004 in Ontario. Expenditures of \$75 payable from Title I funds.
- . 2 Approve educational field trip for 64 3rd, 4th and 5th grade students, 3 teachers, 1 adult volunteer and 10 parent volunteers from Rio Vista Elementary and Meller Elementary Schools on April 21, 2004 to the Pio Pico Mansion in Whittier, Olvera Street in Los Angeles, and the 48th Agricultural Fair in Pomona and Transportation Agreement with Richmond Bus Company. Total expenditures of \$395 payable as designated from Rio Vista Elementary School PTO funds and the 48th Agricultural Fair funds.
- . 3 Approve attendance of the El Rancho High School Marine Corps Junior ROTC for an orientation visit to the U.S. Marine Corps Base in Twenty-Nine Palms on April 4-8, 2004 (Spring Break). Transportation provided by PTC. All expenses for food, lodging and transportation will be paid by the U.S. Marine Corps at no cost to the students or the District.
- . 4 Approve Consultant Agreement with Tony Wold, consultant, to inservice administrators and English Language Arts teacher representatives on the systematic approach for the identification of "Power Standards" in the following curricular area: English Language Arts. Inservices will be conducted on April 29, May 27, June 28, and June 29, 2004, not to exceed a total of four days. Expenditures of \$6,800 payable from Centralized Title II Professional Development funds.
- . 5 Approve Amendment #4 to Contract No. 104279:00:2004 between the Los Angeles Office of Education and the El Rancho Unified School District for the Selby Grove Elementary School After-School Enrichment Program.
- . 6 Approve Resolution No. 34-2003/2004 honoring Mitch Albom, Author of "The Five People You Meet in Heaven" whose book has brought the community of Pico Rivera together in the "One Book, One City" program to promote literacy among students, parents, and the community.
- . 7 Approve the submission of the 2003-2004 Single Plan for Student Achievement (SPSA) for all schools.

**212 DIVISION OF RESEARCH/EVALUATION/STAFF DEVELOPMENT --**

Anne Eichman (562) 801-5197

- . 1 Approve agreement for Consultant Services between El Rancho Unified School District and Rosario Jasis and Susana Flores, Assistant Professors from California State University, Fullerton to provide professional development to preschool teachers and workshops to support the development of language and early reading skills in the home. Agreement will begin on April 1, 2004 through June 20, 2004. Total expenditure of \$9,536.00 payable from First 5 LA School Readiness grant.

**212 DIVISION OF RESEARCH/EVALUATION/STAFF DEVELOPMENT --**  
Anne Eichman (562) 801-5197

- . 2 Approve conference attendance for eleven (11) teachers from State Preschool/Early Learning programs to the "*Applebaum Training Institute: Creating Shining Stars Conference*" on Saturday, April 17, 2004 in Anaheim. Registration totaling \$275.00 payable from State Preschool funds.
- . 3 Approve attendance at the CASCWA (California Supervisors Child Welfare and Attendance) 2004 State Conference in San Diego, CA on April 29-30, 2004, for Carlos Perez, Resource Teacher, Student Intervention & Support. Estimated expenditure of \$539.00 payable from TUPE (Tobacco-Use Prevention Education) funds.

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

- . 1 Accept the 2002/2003 Audit Report.
- . 2 Approve budget transfers and authorize Lydia Cano, Chief Business Officer, to sign all necessary paperwork.
- . 3 Approve final payment of \$19,122 (10% retention) to Eberhard Roofing for roof replacement at two (2) district sites. Total project cost payable from the 2003/2004 State Deferred Maintenance Program.
- . 4 Approve attendance of one Heating-AC Mechanic to the "Carrier Controls Training" workshop on April 6, 8, 13, 15, & 20, 2004. Total Registration cost of \$190 payable from Restricted Maintenance Funds.
- . 5 Approve attendance of the Director of Maintenance & Operations to the "Integrated Pest Management (IPM) for School Facilities" workshop on June 15, 2004 in Ventura, California. Total registration cost of \$20.00 payable from Restricted Maintenance Funds.
- . 6 Approve contract agreement with BPI Inspection Service to provide State mandated DSA inspection services for Birney Elementary School for modernization and construction projects and authorize Lydia Cano, Chief Business Officer, to sign all necessary paperwork. Costs to be paid from the Modernization Fund.
- . 7 Approve contract agreement with BPI Inspection Service to provide State mandated DSA inspection services for Meller Elementary School for modernization and construction projects and authorize Lydia Cano, Chief Business Officer, to sign all necessary paperwork. Costs to be paid from the Modernization Fund.

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

- .8 Approve contract agreement with BPI Inspection Service to provide State mandated DSA inspection services for Obregon Elementary School for modernization and construction projects and authorize Lydia Cano, Chief Business Officer, to sign all necessary paperwork. Costs to be paid from the Modernization Fund.
- .9 Approve contract agreement with BPI Inspection Service to provide State mandated DSA inspection services for Pio Pico Elementary School for modernization and construction projects and authorize Lydia Cano, Chief Business Officer, to sign all necessary paperwork. Costs to be paid from the Modernization Fund.
- .10 Approve notice to advertise for bids for the roof repair of the administration portables located at District Office I. Estimated project cost of \$50,000 payable from Restricted Maintenance Funds.
- .11 Approve 60-month lease/purchase with CIT Financial Leasing of a Gestetner Model 9002 System copier with XCS for the replacement of the old Gestetner copier at District Office II at a cost of \$381.10 per month.

**214 DIVISION OF HUMAN RESOURCES, BUSINESS & SUPPORT SERVICES – Alfred Ogas (562) 801-5216**

- .1 Approve Resolution No. 35/2003-2004, State Teachers Retirement System Two-Year Additional Service Credit, under the provisions found in Assembly Bill No. 1207 and amended Education code section 22714 to open a **new and additional window period** of participation for Certificated Personnel in the Golden Handshake program as follows: November 15, 2004 to January 28, 2005.
- .2 Approve agreement between the El Rancho Unified School District and CIT Technology Financing Services, Inc. for 60-month lease/purchase of a copier, not to exceed \$570 plus tax per month, payable from Obregon Elementary SIP Funds.
- .3 Approve agreement between the El Rancho Unified School District and CIT Technology Financing Services, Inc. for 60-month lease/purchase of a copier, not to exceed \$540.08 plus tax per month, payable from Birney Elementary SIP Funds.
- .4 Approve agreement between the El Rancho Unified School District and CIT Technology Financing Services, Inc. for 60-month lease/purchase of a copier, not to exceed \$295 plus tax per month, payable from Meller Elementary SIP Funds.

**214 DIVISION OF HUMAN RESOURCES, BUSINESS & SUPPORT SERVICES –**  
Alfred Ogas (562) 801-5216

- .5 Approve agreement between the El Rancho Unified School District and CIT Technology Financing Services, Inc. for 60-month lease/purchase of a copier, not to exceed \$1,765.50 plus tax per month, payable from El Rancho High School SIP Funds.

*CONSENT AGENDA ITEMS 210 THROUGH 214:*

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

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

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.

*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. Board Bylaw 9323, prohibiting charges against an ERUSD official or employee at public meetings of the Board or any sanctioned meeting, shall be strictly enforced.*

*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) Public Employee Appointment/Evaluation/Resignation/Dismissal/Release:**  
**Certificated Register No. 15-2003/2004**

- Teacher (1) Re-employment/Permanent Contract
- Teachers (4) Long-Term Contracts
- Teacher (1) Day-To-Day Substitute
- Teacher (1) Childrearing Leave of Absence
- Principal (1) Medical Leave of Absence
- Teachers (5) Early Retirement
- Teachers (4) Retirement

*CLOSED SESSION:*

- Teachers (18) Supplemental Pay Assignments (Spanish Literature, Spanish Language, Statistics, Calculus AB, Calculus BC, Biology, Physics, English Language, English Literature, European History, Political Science/Govt., Web Master, Annual, Chorus, Drill Team, Pepsters, Speech, ASB Advisor, Band, Drama, Newspaper, Photography and Stage) /ERHS
- Teachers (3) Supplemental Pay Assignments/ERHS (Band, Annual and Newspaper)/ERHS
- Teacher (1) Extra-Duty Extra-Pay Assignment to provide an After School Enrichment Program for Cal Works students sponsored by the Los Angeles County Office of Education from October 1, 2003 through June 30, 2004/Magee
- Principal (1) Extra-Duty Extra-Pay Assignment to serve as the STAR Testing Coordinator for the 2003-2004 school year/Magee
- Teacher (1) Extra-Duty Extra-Pay Assignment to update and check school safety and emergency plans, create evacuation routes and maps around construction areas, update school Website and train teachers in its components from January 28, 2004 through February 27, 2004/Valencia
- Teachers (2) Stipend Pay Assignment to coordinate the STAR testing procedures from March 24, 2004 through May 31, 2004/Obregon
- Teachers (3) Stipend Pay Assignment to serve as University of Phoenix Southern California Master Teachers/Staff Development Funds
- Teachers (1) Extra-Duty Extra-Pay Assignment to produce, direct and edit, educational programs in the Adult School Video class from March 24, 2004 through June 11, 2004/Adult School
- Teacher (3) Extra-Duty Extra-Pay Assignment to teach pupils in the Independent Study and Home/Hospital Teaching Programs for the 2003-2004 school year

(2) Public Employee Appointment/Evaluation/Resignation/Dismissal/Release:  
Classified Register No. 15-2003/2004

- Probationary Employment (1) Bookkeeper
- Probationary Employment (1) Senior Bookkeeper
- Early Retirement (1) Instructional Aide/R.S.P.
- Resignation (1) Child Care Attendant
- Increase in Hours (2) Cafeteria Helper I
- Increase in Hours and Change of Location (1) Cafeteria Helper I
- Working Out of Classification (1) School Secretary
- Substitute Employment (3) Instructional Aide/L.H.
- Substitute Employment (3) Instructional Aide/R.S.P.
- Substitute Employment (3) Instructional Aide/S.D.L.
- Substitute Employment (3) Instructional Aide/S.H.
- Unclassified (1) College Tutor
- Unclassified (3) Instructional Aide Trainee
- Unclassified (1) Noon Supervisor
- Unclassified (2) Student Worker
- Unclassified (1) Walk/On Coach/boys JV Volleyball
- Unclassified (3) Walk/On Coach/Track

(3) Student Disciplinary Matters: Students A through G

(4) Conference with Labor Negotiator: ERFT/CSEA/ERASA/Other Unrepresented Employees

(5) Conference with Legal Counsel: Anticipated Litigation

*RECONVENE INTO OPEN SESSION:*

*PUBLIC REPORT OF CLOSED SESSION ACTION:*

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

- 215** Approve/Ratify Certificated Employment Register No. 15-2003/2004
- 216** Approve/Ratify Classified Employment Register No. 15-2003/2004
- 217** Student Expulsion: Student A
- 218** Student Expulsion: Student B
- 219** Student Expulsion: Student C
- 220** Student Review: Student D
- 221** Student Review: Student E
- 222** Student Review: Student F

*ACTION ITEMS 215 THROUGH 222:*

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

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

*ADJOURNMENT:*

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