

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

BOARD OF EDUCATION  
Regular Meeting  
7:00 PM

March 9, 2004  
City Council Chambers  
6615 Passons Blvd.

**A G E N D A**

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

*PLEDGE OF ALLEGIANCE:* Birney 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. 15-2003/2004

*ACKNOWLEDGMENT OF GUEST(S):*

*STUDENT GOVERNMENT, BIRNEY ELEMENTARY SCHOOL:*

*ASB REPORT:*

Chris Arroyo, ASB President at El Rancho High School will report on past and future activities.

**BOARD OF TRUSTEE PRESENTATIONS:**

*The Board of Trustees recognizes exemplary community or district programs, together with individuals who have demonstrated extraordinary service or achievement.*

<p><b>EL RANCHO HIGH SCHOOL 2004 ACADEMIC DECATHLON TEAM</b></p> <p>PLACED 4<sup>TH</sup> OUT OF 46 SCHOOL IN LOS ANGELES COUNTY; PLACED 1<sup>ST</sup> IN SOUTH REGION</p> <p>Team Members:</p> <ul style="list-style-type: none"> <li>❖ Christian Delgado      12<sup>th</sup> grade      1<sup>st</sup> in Mathematics, 1<sup>st</sup> in Music, Medal in Speech, 2<sup>nd</sup> overall score in South Region</li> <li>❖ Joshua Flores            11<sup>th</sup> grade      Medal in Speech (perfect score of 1000), 3<sup>rd</sup> overall score in South Region</li> <li>❖ Jose Gonzalez            12<sup>th</sup> grade      2<sup>nd</sup> in Mathematics</li> <li>❖ Albert Hernandez        12<sup>th</sup> grade      3<sup>rd</sup> in Economics, 3<sup>rd</sup> in Mathematics, 3<sup>rd</sup> in Music, 1<sup>st</sup> in Science, 1<sup>st</sup> overall score in South Region</li> <li>❖ Kasey Kemp              12<sup>th</sup> grade      Medal in Interview, 3<sup>rd</sup> overall score in South Region</li> <li>❖ David Medina            12<sup>th</sup> grade      Medal in Interview (perfect score of 1000), Medal in Speech, 3<sup>rd</sup> in Super Quiz, 1<sup>st</sup> overall score in South Region, Top Scoring ERHS team member</li> <li>❖ Gabriela Obregon        12<sup>th</sup> grade      3<sup>rd</sup> in Mathematics, Medal in Interview, 3<sup>rd</sup> overall score in South Region</li> <li>❖ Manuel Ochoa            11<sup>th</sup> grade      3<sup>rd</sup> in Economics, 2<sup>nd</sup> in Mathematics, Medal in Essay, 1<sup>st</sup> overall score in South Region</li> <li>❖ Daniel Parral             12<sup>th</sup> grade      Medal in Speech</li> <li>❖ Rachelle Biado          12<sup>th</sup> grade      Alternate</li> </ul> <p>Coaches:</p> <ul style="list-style-type: none"> <li>❖ Doug Anderson, Head Coach</li> <li>❖ Jim Dyson, Co-Head Coach, Art/Music/Science/Super Quiz</li> <li>❖ Della Bruhn, Speech/Interview</li> <li>❖ Julie Ellis, Speech/Interview</li> <li>❖ Ben Meza, Super Quiz</li> <li>❖ Tim McMullen, Language/Literature</li> <li>❖ Tor Ormseth, Mathematics</li> <li>❖ David Retana, Economics</li> <li>❖ Stan Wlasick, Speech/Interview/Essay</li> </ul>
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**RECESS:**

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

*ADOPTION OF MINUTES:*

**194** Adopt the minutes of the Board of Education’s regular meeting held February 24, 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.*

*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 195 through 198)*

*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.*

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

- . 1 Approve Resolution No. 31-2003/2004 declaring that Board Member Lupe Salas was absent from the February 24, 2004 regular board meeting due to illness. Education Code 35120 allows Governing Board of Education members to be absent from board meetings and not have their monthly stipend affected.

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

- .1 Approve attendance for one certificated staff member from Rivera Middle School to Teaching the Research Papers workshop on March 25, 2004, in Irvine. Expenditures of \$230 payable from Rivera Middle School Title I funds.
- .2 Approve attendance for the site administrator from Meller Elementary School to the Association for Supervision and Curriculum Development (ASCD) annual conference on March 20-22, 2004 (Sat.-Mon.) in New Orleans, Louisiana. Due to limited budget allocations, air travel and hotel will be paid by the participant at no cost to the District. Conference registration fees \$518 payable from Meller Elementary School II/USP funds.
- .3 Approve/ratify attendance for one certificated staff member from El Rancho High School to the Serving Safe Food Certification Course at California State University, Long Beach. Total expenditures for registration and materials of \$270 payable from VEA/Perkins funds.
- .4 Approve educational field trip for 90 first and second grade students, 5 teachers and 1 instructional aide from Rio Vista Elementary School to the IMAX Theatre and the California Science Center of Los Angeles on March 17, 2004, and Transportation Agreement with Richmond Bus Company. Total estimated transportation expenditures of \$550 payable from Rio Vista Elementary School PTO funds.
- .5 Approve educational field trip for 90 first and second grade students, 5 teachers and 1 instructional aide from Rio Vista Elementary School to the Page Museum at La Brea Tar pits of Los Angeles on April 13, 2004 and Transportation Agreement with Richmond Bus Company. Total estimated transportation expenditures of \$550 payable from Rio Vista Elementary School PTO funds.
- .6 Approve/ratify agreement with the Rio Hondo Symphony Association to conduct Music Enrichment Programs for fourth and fifth grade students at two elementary schools. These programs will be conducted from March 5, 2004 through March 31, 2004 and scheduled by the principals and the Symphony Association. Estimated expenditures of \$375 payable from Obregon Elementary School PTA (\$125) and Pio Pico Elementary School CSRD (\$250) funds.

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

Anne Eichman (562) 801-5197

- .1 Approve/Ratify agreement for consultant services between El Rancho Unified School District and Ira Nelken & Associates, Inc. to provide evaluation and management technical assistance for the School Readiness Early Education Program from February 1, 2004 through June 30, 2004. Total expenditure of \$6,250.00 payable from First 5 LA School Readiness grant funds.

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

- . 2 Approve/Ratify agreement for consultant services between El Rancho Unified School District and Intercommunity Child Guidance Center to provide referrals and treatment to children ages 0-5 enrolled in the Early Learning/School Readiness Program from February 1, 2004 through June 30, 2004. Total cost of \$20,833.00 payable from First 5 LA School Readiness grant funds.
- . 3 Approve conference attendance for three teachers from State Preschool/Early Learning Programs to the California Association for the Education of Young Children Professional Academy on March 20, 2004 in Los Angeles. Total cost of \$375.00 payable from State Preschool funds.
- . 4 Approve dental services provided by the Tzu Chi Foundation to students at South Ranchito Elementary School, who do not have access to dental service, starting in April 2004. Services are free of charge.
- . 5 Approve/Ratify Individual Service Tuition Agreement through the Whittier Area Cooperative Special Education Program between ERUSD and Zinsmeyer Academy, effective February 18, 2004 through June 25, 2004, for a total sum not to exceed \$14,774.16.

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

- . 1 Approve/Ratify Business Office Reports:
  - a. Miscellaneous Cash Collections Receipt Nos. 20051 through 20177 totaling \$874,969.04.
  - b. Purchase Order Nos. P165563 through P165683 and including prior numbered confirming orders totaling \$511,615.10 and Cafeteria Purchase Orders totaling \$86,495.65.
  - c. "A" Warrants Schedule CIG through H10 totaling \$5,299,312.44.
  - d. "B" Warrants Nos. 959 through 993 totaling \$1,548,200.49.
  - e. Revolving Cash - None.
  - f. Clearing Account Nos. 1310 through 1310 totaling \$41,083.37.
- . 2 Approve 2<sup>nd</sup> Interim Report and a qualified certification of El Rancho Unified School District's ability to meet its 2003-2004 obligations.
- . 3 Adopt Resolution No. 32-2003/2004, addendum to Certification of Signatures Resolution No. 24-2003/2004, authorizing the signature of the Director of Fiscal Services on warrants, Cafeteria Account, Revolving Cash Checks, Orders for Salary Payment, Notices of Employment, and contracts.
- . 4 Approve recommended Labor Compliance Program to be implemented during modernization of Group 4 schools. (*The Labor Compliance Program Manual & Guidebook is available for review in the Business Office.*)

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

- .5 Approve contract agreement with Pacifica Services, Inc. for project management services for modernization and new construction projects. Project Management services payable from Modernization Funds.
- .6 Approve agreement between the El Rancho Unified School District, the City of Pico Rivera and the Pico Water District for the cost of consultant fees to develop a multi-jurisdictional Local Hazard Mitigation Plan (LHMP). Total district responsibility of \$11,250 payable from Restricted Maintenance Funds.
- .7 Adopt Resolution No. 33-2003/2004 identifying specified products and materials/equipment as district standards. (*Exhibits to this item are available for review in the Business office.*)
- .8 Approve contract with Phantom Fireworks Company for services rendered as related to fireworks sale for June 28 (set-up) to July 5, 2004 (take-down). Funds received will benefit El Rancho athletic and extra curricular programs.

*CONSENT AGENDA ITEMS 195 THROUGH 198:*

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.*

**199 Second Reading and Adoption of *new* and *revised* Board Policies and Administrative Regulations:**

- Revised BP 5127, Graduation Ceremonies and Activities
- Revised AR 5118, Transfers
- BP/AR 5121, Grades/Evaluation of Student Achievement
- Delete AR 3515.1, Crime Data Reporting

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.

**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. 14-2003/2004**

- Teacher (1) Release of Employment
- Resource Teachers (9) Release of Employment
- Teacher (2) Long-Term Certificated Status
- Teachers (2) Adult School Substitutes
- Teacher (1) Day-To-Day Certificated Substitutes
- Teacher (1) Resignation
- Teacher (1) Probationary Contract
- Teacher (1) Release of Employment (Probationary Status)
- Dean/ERHS (1) Appointment
- Teachers (7) Early Retirement
- Teacher (1) Extra-Duty Extra-Pay Assignment to rotate into the "Homework Club" from September 8, 2003 through June 18, 2004
- Teachers (2) Stipend Pay Assignment to serve as Drill Team Instructor from March 10, 2004 through June 11, 2004
- Teachers (2) Extra-Duty Extra-Pay Assignment to conduct the after-school classes for GATE students from March 10, 2004 through May 27, 2004
- Teachers (2) Extra-Duty Extra-Pay Assignment to develop assessment materials for the designated middle school math power standards, March 10, 2004 through March 31, 2004.
- Teacher (1) Extra-Duty Extra-Pay Assignment to work additional hours not to exceed 210 from July 1, 2003 through June 30, 2004
- Teachers (3) Stipend Pay Assignment to serve as University of Phoenix Southern California Master Teachers for Birney and North Park/Staff Development
- Teachers (14) Stipend Pay Assignment to monitor progress and facilitate the implementation of the School Level Plan with regards to specific assignments as noted on attached item from September 30, 2003 through June 18, 2004/Valencia

**(2) Public Employee Appointment/Evaluation/Resignation/Dismissal/Release:**

**Classified Register No. 14-2003/2004**

- Probationary Employment (1) Child Care Attendant
- Early Retirement (1) Credential Analyst

*CLOSED SESSION:*

- Early Retirement (1) Clerk Typist II/Bilingual
- Early Retirement (2) Clerk Typist II
- Retirement (1) Instructional Aide/S.H.
- Working Out of Classification (1) Cafeteria Helper II
- Working Out of Classification (1) Cook/Baker
- Substitute Employment (5) Child Care Attendant
- Substitute Employment (1) Clerk Typist II
- Substitute Employment (1) Instructional Aide/L.H.
- Substitute Employment (1) Instructional Aide/R.S.P.
- Substitute Employment (1) Instructional Aide/S.D.L.
- Substitute Employment (1) Instructional Aide/S.H.
- Unclassified (5) Instructional Aide Trainee
- Unclassified (1) Walk On Coach/JV Girls Water Polo

- (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) \_\_\_\_\_

- 200** Approve/Ratify Certificated Employment Register No. 14-2003/2004
- 201** Approve/Ratify Classified Employment Register No. 14-2003/2004
- 202** Student Expulsion: Student A
- 203** Student Expulsion: Student B
- 204** Student Expulsion: Student C
- 205** Student Expulsion: Student D
- 206** Student Review: Student E
- 207** Student Review: Student F
- 208** Student Review: Student G

*ACTION ITEMS 200 THROUGH 208:*

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

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

*ADJOURNMENT:*

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