

**EL RANCHO UNIFIED SCHOOL DISTRICT**  
Regular Meeting of the Board of Education  
*Conducting the District's Business in Public*

**Burke Middle School**  
**8101 Orange Avenue**  
**Pico Rivera, CA 90660**

**May 12, 2011**  
**Closed Session – 6:00 p.m.**  
**Open Session – 7:00 p.m.**

**MINUTES OF BOARD ACTIONS**

**1. CALL TO ORDER – 6:00 PM**

**1.1 ROLL CALL – Members of the Board of Education**

Vincent Chavez, President  
Delia Alvidrez, Vice President  
Rachel Canchola, Clerk  
Dr. Joseph Rivera, Member  
Rita Jo Ramirez, Member

**1.2 ROLL CALL – Members of the Administrative Cabinet**

Dr. Myrna Rivera Coté, Superintendent  
Susanna S. Smith, Assistant Superintendent, Educational Services  
Arnold Tovar, Assistant Superintendent, Student Services  
Lydia Cano, Assistant Superintendent, Business Services  
John Lopez, Assistant Superintendent, Human Resources

**4. CLOSED SESSION**

**8. ADOPTION OF AGENDA**

**15. CONSENT AGENDA**

**15.1 SUPERINTENDENT'S ITEMS**

A. Approved the Minutes of the Board of Education's Regular Meeting held April 14, 2011.

**15.2 DIVISION OF STUDENT SERVICES**

A. Approved License Agreement between the El Rancho Unified School District and the County of Los Angeles for the use of El Rancho High School as an on-site location to provide services supervised by the Department of Child and Family Services to the students of El Rancho High School.

B. Approved Operational Agreement between the El Rancho Unified School District and the Los Angeles County Department of Children and Family Services (DCFS) for the use of El Rancho High School as an on-site location to provide services supervised by DCFS to the students of El Rancho High School.

**15.2 DIVISION OF STUDENT SERVICES**

- C. Approved consultant agreement with *Melanie Culuko*, Olweus Bullying Prevention Program Technical Assistant Consultant, to provide a customized, one-day training for Salazar Continuation High School on August 23, 2011. Expenditures are not to exceed \$750.00, which are to be paid from the Safe Schools/Healthy Students grant.
- D. Approved/Ratified Individual Service Agreement between El Rancho Unified School District and *Vista Ridge Academy*, a nonpublic school for special education students, effective April 8, 2011 to June 30, 2011. El Rancho USD student will have services rendered as defined in Item 18 under General Provisions with payment not to exceed \$9,576.86 in accordance with Education Code Sections 56157 and 56365-56366.7, payable through Special Education funds.
- E. Approved/Ratified Addendum to the Individual Service Agreement previously approved on August 27, 2010, item 23.6 through the Whittier Area Cooperative Special Education Program between El Rancho Unified School District and *Carousel School*. The purpose of this addendum is to adjust services provided for a new total rate of \$40,008.00 ~~\$42,483.00~~ payable through Special Education funds.
- F. Approved/Ratified addendum to the Master Contract and Individual Service Agreements previously approved on July 29, 2010, item 15.9 through the Whittier Area Cooperative Special Education Program between El Rancho Unified School District and *Rossier Park Jr./Sr. High School*. The purpose of this addendum is to decrease the days of service for students moving out of the District and to adjust the daily rate for a new total rate of \$652.65 ~~\$74,209.38~~ payable from the Special Education account.

**15.3 DIVISION OF EDUCATIONAL SERVICES**

- A. PULLED consultant agreement with Larry Gasparro, colorguard instructor, to assist El Rancho High School Colorguard Department students, effective October 1, 2010 through December 15, 2010. Consultant will be paid a one-time stipend of \$650.00. Total expenditure of \$650.00, for consultant services, payable from El Rancho High School Colorguard/ASB Funds.

**15.4 DIVISION OF BUSINESS SERVICES**

- A. Approved/Ratified Business Services Reports for the month of April 2011.
- B. Adopted Resolution No. 34-2010/2011 authorizing temporary borrowing of cash between District funds to meet possible cash flow shortages as a result of the State deferrals in fiscal year 2011/2012.
- C. Adopted Resolution No. 35-2010/2011 authorizing temporary transfers of funds from the School Pools Fund maintained by the Los Angeles County Treasurer to meet possible cash flow shortages as a result of the State deferrals for fiscal year 2011/2012.
- D. Approved/Ratified attendance for one (1) classified staff member from the Maintenance and Operations Division to attend "Sigler Continuing Education Program 2011" sponsored by Russell Sigler, Inc. on eight dates (May – December 2011) in Brea, California. There is no cost to the District.

**15.4 DIVISION OF BUSINESS SERVICES**

- E. Adopted existing salary schedules for the 2011-2012 fiscal year with the proviso that, as a result of financial uncertainties, negotiations, legislation, and other factors, the Governing Board hereby declares that all management, confidential and other unrepresented employee salaries are declared indefinite for the 2011-2012 fiscal year.

**15.5 DIVISION OF HUMAN RESOURCES**

- A. Approved Certificated Personnel Register No. 12-2010/2011

1. Authorization and Ratification of Employment:

- a. Special Education Teachers – Apex at Obregon  
Funding Source: Special Education Funds  
Eff: 08/22/11  
Ahmad, Ali C.  
Drooker, Kimberly T.
- b. School Psychologists – Student Services  
Funding Source: Special Education Funds  
Eff: 07/01/11  
Caro-Michel, Vira  
Tobias, Michelle
- c. Long Term Substitute – Durfee Elementary  
Funding Source: Special Education Funds  
Eff: 03/21/11  
Arellanes, Noemi (for Nelson Donley)

2. Authorization of Early Retirement:

- a. Child Development Teacher/Maizeland  
Eff: 07/01/11  
Luna, Virginia
- b. Certificated Teacher  
Eff: 06/17/11  
Campobasso, Loretta T. – Birney Elementary  
Mc Mullen, Timothy – El Rancho High

3. Extra Duty, Extra Pay Assignments:

- a. Extra-Duty, Extra Pay Assignment:  
Certificated Staff Members (2)  
To begin three (3) year Strategic Plan based on the WASC Committee's recommendation  
El Rancho High School/Educational Services  
Total Expenditure Not to Exceed: \$10,768.94  
Funding Source: EIA/SCE Funds  
Eff: 06/20/11 – 07/31/11 at \$35.00 per hour not to exceed a total of 270 hours  
Chavez, Jazmin (not to exceed 180 hours)  
Katsumura, Claire (not to exceed 90 hours)

**15.5 DIVISION OF HUMAN RESOURCES****B. Approved Classified Personnel Register No. 12-2010/2011****1. Authorization and Ratification of Employment:****a. Clerical Substitute – Burke Middle**

Payable at: \$13.22/hr.

Funding Source: EIA/SCE Funds

Eff: 04/26/11

Jimenez, Elizabeth

**b. Special Ed. Instructional Aide Substitutes (10) – Student Services**

Payable at: \$13.94/hr.

Funding Source: Special Education Account

Alvarez, Marlene Eff: 4/14/11

Biggers, Gerald 4/26/11

Butt, Rehan 4/12/11

Castillo, Ashley 4/14/11

Galan, Candice 4/14/11

Garcia, Audrey 4/14/11

Harrison, Tina 4/14/11

Lopez, Karla 4/14/11

Salazar, Luis 4/12/11

Simental, Yvette 4/12/11

**2. Authorization and Ratification of Increase in Hours:****a. Clerk Typist II – South Ranchito**

Payable at: \$2,136.87/mo.

Funding Source: Title I 50%/EIA/LEP 50%

Jauregui, Sandra (from 4.5 hrs. to 5 hrs. per day)

**3. Authorization and Ratification of Unclassified Employment:****a. Varsity/JV Assistant Coach/Track (1) – El Rancho High**

For the 2010/2011 School Year

Payable at: \$1,200.00/lump

Funding Source: Boys and Girls Track &amp; Field Funds

Eff: 03/01/11

Rodriguez, Jeremiah

**b. Instructional Aide Trainee (1) – South Ranchito Elementary**

Payable at: \$10.13/hr.

Funding Source: Title I

Eff: 04/12/11

Nunez, Flor

**4. Authorization of Extension of Leave of Absence under the Family Medical Leave Act (FMLA):****a. Custodian – El Rancho High**

Eff: 04/05/11 – 06/27/11

Albitre, Rick

**5. Authorization of Voluntary Decrease in Hours:****a. Child Care Attendant – Maizeland**

From 3.5 hours to 3.0 hours

Funding Source: Maizeland ELP 035

Eff: 04/20/11

Maciel, Melissa

**15.5 DIVISION OF HUMAN RESOURCES**

6. Authorization of Request for Resignation:
  - a. Lavin, Nimai  
Clerk Typist II/Bil. – El Rancho High  
Eff: 04/18/11
  - b. Galvan, Marie Annette  
Child Care Attendant – Maizeland  
Eff: 04/11/11
  
7. Authorization of Request for Early Retirement:
  - a. Moss, John  
Director of Information Technology  
Eff: 08/03/11
  - b. Fierro, Lupita R.  
Instructional Aide I – Durfee Elementary  
Eff: 06/16/11
  
8. Authorization of Request for Retirement:
  - a. Esparza, Maria L.  
School Secretary Bil. – Burke Middle  
Eff: 07/08/11
  
9. Classified Layoffs & Reductions due to Job Elimination & Bumping Process for the 2011-2012 School Year:
  - a. Notice of Transfer  
Eff: 06/27/11
    - Head Custodian I (1 position)
    - Custodian (1 position)
    - Clerk Typist II/Bil. (2 positions)
    - Instructional Aide III (3 positions)
    - Instructional Aide I (3 positions)
  - b. Notice of Transfer & Reduction of Hours  
Eff: 06/27/11
    - Clerk Typist II (3 positions)
    - Child Care Attendant (1 position)
  - c. Notice of Transfer, Reduction of Work Months & Reduction in Hours  
Eff: 06/27/11
    - Clerk Typist II/Bil. (1 position)
    - Clerk Typist II (2 positions)
    - Cook/Baker (1 position)
  - d. Notice of Change in Job Classification  
Eff: 06/27/11
    - Head Custodian I (1 position)
    - Instructional Aide III (2 positions)
    - Instructional Aide II (1 position)
    - Instructional Aide I (1 position)
    - Child Care Attendant (1 position)
  - e. Notice of Reduction in Work Months & Reduction in Hours  
Eff: 06/27/11
    - Child Care Attendant (3 positions)

**15.5 DIVISION OF HUMAN RESOURCES**

f. Notice of Reduction in Work Months

Eff: 06/27/11

- School Secretary/Bil. (1 position)
- Data Proc. Clerk I (1 position)
- Clerk Typist II (1 position)
- Child Care Attendant (8 positions)

g. Notice of Layoff

Eff: 06/27/11

- Custodian (3 positions)
- Clerk Typist II (3 positions)
- Instructional Aide III (3 positions)
- Instructional Aide II (2 positions)
- Instructional Aide I (11 positions)
- Cafeteria Helper I (1 position)
- Child Care Attendant (52 positions)

**18. NEW BUSINESS – ACTION ITEMS**

**18.1 SUPERINTENDENT’S OFFICE**

- A. Approved Resolution No. 33-2010/2011 declaring that Board Member Rita Jo Ramirez was absent from the April 14, 2011 regular board meeting in accordance with Education Code 35120, which allows Governing Board of Education members to be absent from board meetings and not have their monthly stipend affected.
- B. Approved closure of Maizeland Early Learning Program due to lack of adequate funding from the State of California.

**18.2 DIVISION OF STUDENT SERVICES**

- A. Approved first reading of Administrative Regulation 5111.1, Students, District Residency
- B. Approved first reading of Administrative Regulation 5111.12, Students, Residency Based on Parent/Guardian Employment
- C. Approved Student Expulsion: Student #16-2011
- D. Approved Student Expulsion: Student #17-2011
- E. Approved Student Expulsion: Student #18-2011
- F. Approved Student Expulsion: Student #19-2011
- G. Approved Student Expulsion: Student #20-2011
- H. Approved Student Expulsion: Student #21-2011

**18.3 DIVISION OF EDUCATIONAL SERVICES**

None

**18.4 DIVISION OF BUSINESS SERVICES**

- A. Rejected Liability Claim.

**18.5 DIVISION OF HUMAN RESOURCES**

- A. Adopted Resolution No. 32 – 2010/2011 authorizing the implementation of certificated layoff (terminating services of certificated employees), and providing direction to issue notifications to employees whose services are to be terminated.
- B. Approved full-day kindergarten schedule for the 2011-2012 school year for South Ranchito Elementary School.
- C. Approved full-day kindergarten schedule for the 2011-2012 school year for Rivera Elementary School.

**19. ADJOURNMENT 10:03 PM**