

EL RANCHO UNIFIED SCHOOL DISTRICT
Pico Rivera, California

BOARD OF EDUCATION
6:00 PM Informal Meeting with Parents
6:30 PM Regular Meeting

January 14, 2010
NOTE CHANGE IN LOCATION
South Ranchito Elementary School
5241 Passons Blvd.

A G E N D A

CALL TO ORDER: Rita Jo Ramirez, President

PLEDGE OF ALLEGIANCE: South Ranchito Elementary
Student Council President

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

*ADMINISTRATIVE
CABINET:* Norbert D. Genis, Superintendent
Susanna S. Smith, Assistant Superintendent
Arnold Tovar, Assistant Superintendent
Lydia Cano, Assistant Superintendent
John Lopez, Director

ASB BOARD MEMBER: ASB President/El Rancho H.S.

ASB BOARD MEMBER: ASB Representative/Salazar H.S.

RECORDER: Victoria N. Chavez

INTERPRETER: (Spanish) Herlinda Acevedo

VISITORS: Register No. 8-2009/2010

EL RANCHO HIGH SCHOOL ASB REPORT:

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

SALAZAR HIGH SCHOOL ASB REPORT:

- ❖ Salazar High School Representative, will report on past and future activities.

STUDENT GOVERNMENT, SOUTH RANCHITO ELEMENTARY:

The Superintendent recommends that the Board of Education:

ADOPTION OF MINUTES:

82 Adopt the minutes of the Board of Education’s regular meeting held December 10, 2009.

M_____	S_____	Vote_____
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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) 2008/2009 Financial Audit Report, Jeff Carter, Vavrinek, Trine, Day & Co.
- (2) 2008/2009 General Obligation Bond Audit Report, Jeff Carter, Vavrinek, Trine, Day & Co.

BOARD OF EDUCATION REPORTS:

Board members have an opportunity to report and discuss information regarding conference participation, committee updates, and other district-wide activities.

<p>The Board shall limit the total time for each agenda item to 20 minutes and <u>individual speakers will be allowed three (3) minutes to address the Board on each agenda item, per Board Bylaw 9323.</u></p>
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HEARING SESSION:

The public is invited to speak to any action item on the CONSENT AGENDA only. This does not include items listed for Closed Session. Members of the public 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 workdays prior to the regular meeting.

CONSENT AGENDA ITEMS 83 THROUGH 87:

The Board President will call for a motion and second to open Board discussion on the Consent Agenda.

M_____	S_____	
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CONSENT AGENDA:

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.

83 SUPERINTENDENT – Norbert Genis (562) 801-5199

- . 1 Adopt the Board of Education calendar of regular meetings for 2010 to be held on the 2nd Thursday of each month (*with exception of August and November*) at 6:00 p.m. on the dates and locations scheduled:

DATE	LOCATION
January 14, 2010	South Ranchito Elementary
January 21, 2010 – Special Mtg.	City Hall Council Chambers
February 11, 2010	City Hall Council Chambers
March 11, 2010	Salazar High School
April 15, 2010	City Hall Council Chambers
May 13, 2010	Birney Elementary
June 10, 2010	City Hall Council Chambers
July 8, 2010	City Hall Council Chambers
August 26, 2010	City Hall Council Chambers
September 9, 2010	City Hall Council Chambers
October 14, 2010	School Site pending
November 4, 2010	City Hall Council Chambers
December 9, 2010	School Site pending

84 DIVISION OF STUDENT SERVICES – Arnold Tovar (562) 801-4810

- . 1 Approve attendance to the Safe Schools/Healthy Students grant conference to be held January 14-15th, 2010 at the Hyatt Regency Bethesda in Bethesda, MD. Registration, airfare, lodging and transportation arrangements have been made and will be paid directly from the grant at the Federal level for the participant. Meal expenditures to be paid from the Safe Schools/Healthy Students grant.
- . 2 Approve Independent Contract Agreement with *Patrick Lowe* for the 2009/2010 school year, effective January 15, 2010 through June 30, 2010, at \$400 per day, up to twice a week, and is payable from the Special Education funds which will be reimbursed by WACSEP.
- . 3 Approve/Ratify contract with *Believe Ability, Inc.* for Assistive Technology Assessment for student. Assessment from December 1, 2009 through June 30, 2010. Expenditures are not to exceed \$1180.00 to be paid through the Special Education Account.
- . 4 Approve/Ratify Individual Service Tuition Agreement between El Rancho Unified School District and *Rossier Park Junior/Senior High School*. Authorized identified and Board approved El Rancho District student will attend this school as defined in Item 18 under General Provisions with payment of \$23,546.40 to be made by the district as specified in the Individual Service Agreement in accordance with Education Code Sections 56157 and 56365-56366.7, payable through Special Education funds.

84 DIVISION OF STUDENT SERVICES – Arnold Tovar (562) 801-4810

- . 5 Approve contract with *B. J. Freeman, Ph.D.* for a complete Psychoeducational Assessment of student. Payment not to exceed \$4,000.00 payable from the Special Education Account. Services are from January 14, 2010 to June 30, 2010.
- . 6 Approve contract with *The Children's Therapy Center* to provide Occupational and Physical Therapy Assessment to student from January 15, 2010 to June 30, 2010. Expenditures not to exceed \$2,000.00 are to be paid from the Special Education Account.
- . 7 Approve/Ratify contract with *Whittier Area Parents Association for the Developmentally Handicapped*, to provide Augmentative & Alternative Communication Evaluation for student from December 4, 2009 to June 30, 2010. Estimated expenditure of \$1,500.00 is payable through the Special Education Account.
- . 8 Approve contract with *JBA Institute* for a complete Behavioral Assessment of student. Payment not exceed \$4,000.00 which is payable from the Special Education Account.

85 DIVISION OF EDUCATIONAL SERVICES – Susanna Smith (562) 801-5208

- . 1 Approve attendance for four (4) certificated staff members from Rivera Elementary School to the Staff Development Resources seminar, *Action-Packed Lessons and Activities to Energize Your K-2 Writing Program* by Nancy Fetzer, in Anaheim on February 9, 2010 and Pasadena on February 10, 2010. Three teachers will attend on February 9 and one teacher will attend on February 10, 2010. Total expenditures of \$1,396.00 payable from Rivera Elementary School Title I funds.
- . 2 Approve attendance for one (1) certificated staff member from North Park Middle School to the *California Association of Health, Physical Education, Recreation, and Dance 2010 State Conference* in Ontario, California on March 4 – 7, 2010. Total expenditures of \$724.00, for registration, travel, meals, and substitutes, payable from North Park Middle School EIA/SCE funds.
- . 3 Approve extended day field trip for nine (9) Special Education Students (SH), one (1) certificated staff member, three (3) Special Education aides, and two (2) parent volunteers from Birney Elementary School to Disneyland on February 25, 2010. Pupil Transportation Cooperative will provide transportation. Expenditures of \$625.00, for transportation and admission fees, payable from Birney Dad's Club (\$100.00), Class fundraiser (\$425.00) and PTO (\$100.00) funds.
- . 4 Approve extended educational field trip for fifty (50) El Rancho High School Biology/AP Biology students, three (3) certificated staff members, and eight (8) college student cabin leaders to Blue Sky Meadow Camp just outside of Big Bear, CA Thursday, January 21, 2010 – Saturday, January 23, 2010. All costs will be covered by the Los Angeles County Office of Education, including housing, meals, teacher orientation/training, and transportation by coach busing, at no cost to the District.

85 DIVISION OF EDUCATIONAL SERVICES – Susanna Smith (562) 801-5208

- . 5 Approve consultant agreement with Armando Briones, Jr. to provide the El Rancho High School Basketball Team with public announcement services, effective January 15, 2010 – February 19, 2010. Total expenditure not to exceed \$700.00 (\$100.00 per game worked: 5 home games and up to 2 CIF games) payable from El Rancho High School ASB funds, at no cost to the District.
- . 6 Approve/ratify consultant agreement with Parent Institute for Quality Education (PIQE) to provide a parent educational program at South Ranchito Elementary School, effective January 12 –March 9, 2010. Total expenditure of \$4,800 payable from South Ranchito Elementary School Title I (Parent Involvement) funds.
- . 7 Approve consultant agreement with the Parent Institute for Quality Education (PIQE) for a series of workshops for El Rancho High School parents January 21, 2010 – March 18, 2010. Total expenditure of \$12,800, \$80.00 per graduate, maximum of 150 (or a flat fee of \$4,800 should there be less than 60 graduates) is payable from El Rancho High School EIA/LEP funds.
- . 8 Approve the submission of the 2009-2010 Single Plan for Student Achievement Revision for all elementary, middle and high schools. (*Documents are available for review in the Educational Services Department.*)

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

- . 1 Approve/Ratify Business Office Reports for the month of December 2009.
 - a. Miscellaneous Cash Collections Receipt Nos. 27670 through 27786 totaling \$391,216.54. *Receipts include the following donations:*

<u>Vendor</u>	<u>Amount</u>	<u>Recipient</u>
Edison International	\$ 30.00	Valencia Elem.
Macy’s West G.I.F.T.	\$ 53.00	Durfee Elementary
Coca-Cola Bottling Company	\$ 36.20	Durfee Elementary
Edison International	\$ 90.00	El Rancho High
Edison International	\$ 90.00	El Rancho High
Edison International	\$ 30.00	Valencia Elem.

 - b. Purchase Order Nos. P178659 through P178752 and including prior numbered confirming orders totaling \$117,024.72 and Cafeteria Purchase Orders totaling \$173,627.76.
 - c. “A” Warrant Schedule No. C1E through 356 totaling \$6,214,772.88.
 - d. “B” Warrant Schedule No. 3836 through 3870 totaling \$2,455,078.06.
 - e. Clearing Account No. 3213 through 3215 totaling \$120,478.31.
 - f. Revolving Cash Fund No. 3287 through 3292 totaling \$2,321.80.
- . 2 Approve final payment of \$16,190.00 including all change orders, to Stat Mechanical Inc. and accept Heating Ventilation and Air Conditioning (HVAC) project for Durfee Elementary School and North Ranchito Elementary School administration buildings as complete. Total project cost payable from Budgeted Bond Funds.

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

- . 3 Approve attendance for one Maintenance and Operations staff member to attend “Understanding Boiler Basics” and “Boiler Water Treatment for Energy Efficiency” seminars, sponsored by the Gas Company on March 5, 2010 and March 26, 2010 in Downey, California. There is no cost to the District.
- . 4 Approve to designate the Assistant Superintendent Business Services as the voting representative and the Director of Fiscal Services as the alternate voting representative for the El Rancho Unified School District to the Whittier Area Schools Insurance Authority.
- . 5 Approve final payment of \$99,389.17 including all change orders, to Mek Air Tech and accept Heating Ventilation and Air Conditioning (HVAC) project for Birney Elementary School and North Park Middle School administration buildings as complete. Total project cost payable from Budgeted Bond Funds.
- . 6 Approve to accept donation of \$25,000.00 from Mr. Kemper Shaw to Rivera Elementary School in the El Rancho Unified School District to be used for Science Camp and other school field trips.
- . 7 Approve to declare four (4) district vehicles as obsolete and authorize disposal of equipment, which is no longer usable by the District.
- . 8 Approve acceptance of the 2008/2009 General Obligation Bond financial and performance audit report.
- . 9 Approve acceptance of the El Rancho Unified School District’s 2008/2009 annual financial audit report.
- .10 Approve agreement with d’Autremont-Helms & Associates Mechanical Engineers for services related to the analysis of existing heating, ventilation and air conditioning (HVAC) units at Buildings “B” and “K” for El Rancho High School. Estimated cost of \$5,200.00 is payable from Budgeted Bond Funds.
- .11 Approve agreement with Christofi Architects for architectural services related to the design of the new Culinary Kitchen Academy Classroom at El Rancho High School. Estimated cost of \$112,190.00 is payable from General Obligation Bond Funds.

87 DIVISION OF HUMAN RESOURCES – John Lopez (562) 801-5216

- . 1 Approve/Ratify to employ on the basis of Ed. Code 44258.7(b) eight (8) certificated employees.
- . 2 Approve/Ratify Adoption of Resolution No. 16-2009/2010 to employ on the basis of Ed Code 44263 one certificated employee.

CONSENT AGENDA ITEMS 83 THROUGH 87:

Vote _____

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 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 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) Liability Claim

Claimant: Irma Avelar

Agency Claimed Against: El Rancho Unified School District

(2) Public Employee Appointment/Evaluation/Resignation/Discipline/Dismissal/

Release: Certificated Register No. 7-2009/2010

- Certificated (1) employment as District Nurse for the 2009-2010 school year.
- Certificated (2) employment as Adult School Substitute Teacher for the 2009-2010 school yr.
- Certificated (1) request for unpaid leave of absence for the 2009-2010 school year.
- Certificated (1) request for retirement under the 2% Incentive program for the 2009-2010 school year.
- Certificated (1) requests for early retirement under the 2% Incentive program for the 2009-2010 school year.
- Certificated (14) supplemental pay assignment for certificated staff members from El Rancho High School to work the 2009-2010 Supplemental Assignments as Advanced Placement Advisors and Coordinator, effective November 30, 2009 through June 16, 2010. Total expenditures payable from the District General Fund. Payable July 1, 2010

CLOSED SESSION:

- Certificated (8) supplemental pay assignment for certificated staff members from El Rancho High School to work the 2009-2010 Supplemental Assignments as Extracurricular Activities Advisors, effective November 30, 2009 through June 16, 2010. Total expenditures payable from the District General Fund. Payable July 1, 2010.
 - Teachers (4) extra-duty, extra-pay assignment to plan extra-curricular activities, effective January 15, 2010 – June 16, 2010/El Rancho High School.
 - Teacher (1) extra-duty, extra-pay assignment to develop the 2009-10 Single Plan for Student Achievement (SPSA), effective January 15-30, 2010/Salazar High School.
 - Teachers (13) ratify payment for their participation in the Rio Hondo College and Rivera Middle School Career and Technical Education Partnership, effective March 19, 2009 – August 19, 2009/Rivera Middle School.
 - Certificated (1) extra-duty, extra-pay assignment for certificated staff member from El Rancho High School to work assisting in the Parent Institute Workshops to assure the success of the workshops and the childcare service, starting January 21, 2010 to March 18, 2010, not to exceed 25 hours. Total expense of \$1,131.84, which includes 13.953% for benefits, payable from El Rancho High School EIA/LEP funds.
 - Certificated (49) extra-duty, extra-pay for certificated staff members from throughout the District to teach 39 English Learner Literacy Support Classes (ELLSC), beginning January 15, 2010 and ending on May 21, 2010. Certificated staff will be paid \$35.00 per hour not to exceed 54 hours per class. Some staff members will substitute in the program as needed or share ELLSC assignments. Total expenditure of \$83,994.72, which includes 13.953 % for benefits, to be paid from Title III Limited English Proficiency Funds.
 - Certificated (15) amendment to stipend assignments for certificated teachers working as BTSA Support Providers for the 2009-2010 school year. A total, not to exceed \$29,400 including (13.953%) benefits, is payable from the District General Fund in two equal installments. The first installment payable on February 1, 2010; the second installment payable on June 20, 2010.
- (3) Public Employee Appointment/Evaluation/Resignation/Discipline/Dismissal/
Release: Classified Register No. 7-2009/2010
- Substitute Employment (4) Custodian
 - Probationary Employment (1) District Peace Officer
 - Probationary Employment (1) Grounds Worker
 - Permanent Employment pulled from the 63-Month Re-hire list (1) Clerk Typist II
 - Retirement under 2% Incentive Program (1) Administrative Secretary I
 - Out of Category Employment (1) Café. Manager I
 - Out of Category Employment (1) Cook/Baker
 - Substitute Employment (1) Spec. Educ. Inst. Aide
 - Unpaid Military Leave of Absence (1) Child Care Attendant
 - Release of Employment (1) Café. Helper I
 - Unclassified Employment (5) ASB Workers
 - Unclassified Employment (8) Walk-On Coaches
 - Unclassified Employment (1) Student Worker
 - Unclassified Employment (1) Instructional Aide Trainee
- (4) Student Disciplinary Matters: Students A-C
- (5) 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) _____
- (4) _____
- (5) _____

CLOSED SESSION: (Items 88 through 93)

- 88** Reject Claim.
- 89** Approve/Ratify Certificated Employment Register No. 7-2009/2010
- 90** Approve/Ratify Classified Employment Register No. 7-2009/2010
- 91** Approve Student Expulsion: Student A
- 92** Approve Student Expulsion Review: Student B
- 93** Approve Student Expulsion Review: Student C

ACTION ITEMS 88 THROUGH 93:

M_____	S_____	Vote_____
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ADJOURNMENT:

M_____	S_____	Vote_____
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