

EL RANCHO UNIFIED SCHOOL DISTRICT  
Pico Rivera, California

BOARD OF EDUCATION  
Regular Meeting  
6:00 PM

July 9, 2009  
City Council Chambers  
6615 Passons Blvd.

MINUTES OF BOARD ACTIONS

CALL TO ORDER: 6:00 PM

ADOPTION OF MINUTES:

- 01 Adopted the minutes of the Board of Education's regular meeting held June 11, 2009 and special meetings held June 16 and 25, 2009.

CONSENT AGENDA:

02 SUPERINTENDENT – Norbert Genis (562) 801-5199

- . 1 Approved Resolution No. 1-2009/2010 declaring that Board Member Vincent Chavez was absent from the June 11, 2009 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.
- . 2 Approved Resolution No. 2-2009/2010 declaring that Board Member Lupe Salas was absent from the June 11, 2009 regular board meeting and June 16, 2009 special 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.
- . 3 Approved Board of Education institutional memberships of approximately ~~\$15,794.00~~ **\$13,666.00** as recommended for the 2009/2010 fiscal year, payable from Board Dues and Memberships General Fund Account, **as amended**.

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

- . 1 Approved Independent Contract Agreement with Speech and Language Pathologist, Miriam Hsieh, for speech and language therapy services for the 2009/2010 school year, effective September 1, 2009 through June 18, 2010, at \$500 per day for 38 weeks. Payable in ten monthly payments from Special Education funds.
- . 2 Approved Independent Consultant Contract Agreement with Speech and Language Pathologist, Miriam Hsieh, for speech and language services for the 2009/2010 school year. Effective September 1, 2009 through June 18, 2010, at \$680.00 per day, one day per week for 38 weeks, payable in ten monthly payments from Special Education funds.
- . 3 Approved/Ratified of agreement with parents for transportation services to Obregon. Reimbursement is at the federal rate, five (5) days a week from July 1, 2009 to June 30, 2010. Expenditures are not to exceed \$1,292.00, which is to be paid from the Special Education Account.

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

- . 4 Approved/Ratified consultant agreement with Autism Spectrum Therapies to provide Direct Interventions for 702 hours at the rate of \$75.00 per hour, and Supervision Services for 94 hours at the rate of \$125.00 per hour. Services are from July 1, 2009 to June 30, 2010. Expenditures to be paid from Special Education Account, total not to exceed \$64,400.00.
- . 5 Approved/Ratified contract with DG Therapy Group, Inc. for Speech and Language services three (3) times per week for student from July 1, 2009 to June 30, 2010. Expenditures are not to exceed \$15,120.00, which is to be paid from the Special Education Account.
- . 6 Approved/Ratified contract with Applied Behavior Consultants for behavior consulting services for ten (10) hours per week for student from July 1, 2009 to June 30, 2010. Expenditures are not to exceed \$54,600.00, which is to be paid from the Special Education Account.
- . 7 Approved/Ratified agreement with parents for transportation services to a Non-Public School. Reimbursement is at the federal rate, five (5) days a week from July 1, 2009, to June 30, 2010. Expenditures are not to exceed \$6,500.00, which is to be paid from the Special Education Account.
- . 8 Approved/Ratified contract with parents to transport student to Five Acres Therapeutic School, Altadena, CA. The sum of \$100.00 per day, five (5) days a week for said services. An estimated expenditure of \$21,500.00 is to be paid from the Special Education Account.
- . 9 Approved/Ratified consultant agreement with McKee Music Therapy Services, LLC to provide Music Therapy services to student from July 1, 2009 to June 30, 2010. Expenditure of \$12,960.00 is payable from the Special Education Account.
- .10 Approved/Ratified contract with Consultant, DG Therapy Group, Inc., for Speech and Language Therapy to a Special Education student. Expenditures are not to exceed \$36,120.00, which is to be paid from the Special Education Account.
- .11 Approved/Ratified contract with Consultant, DG Therapy Group, Inc. for Occupational Therapy services to a Special Education student. Expenditures are not to exceed \$19,080.00, which is to be paid from the Special Education Account.
- .12 Approved/Ratified contract with DG Therapy Group, Inc., to provide physical therapy to student, at the rate of \$120.00 per session. Expenditures are not to exceed \$7,440.00, which is to be paid from the Special Education Account.
- .13 Approved/Ratified contract with Bright I.D.E.A.S. for a complete Speech & Language Assessment of student from May 18, 2009 to June 12, 2009. Payment not to exceed \$750.00 is payable from the Special Education Account.
- .14 Approved contract with Dr. Eric Ikeda, for a complete Vision Therapy Assessment of student. Payment not exceed \$1,000.00 which is payable from the Special Education Account.

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

- .15 Approved/Ratified contract with Autism Spectrum Therapies to provide Behavioral Assessment for student from July 1, 2009 to December 30, 2009. Expenditures not to exceed \$2,500.00 to be paid from the Special Education account.

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

- .1 Approved attendance for five (5) El Rancho High School certificated staff members to the University of California Counselor Conference at UC Irvine in Irvine, California on September 16, 2009. Total estimated expenditure, which includes registration and parking, not to exceed \$150.00 payable from El Rancho High School 2009 – 2010 EIA/SCE funds.
- .2 Approved attendance for five (5) El Rancho High School certificated staff members to the Los Angeles County Area High School Counselor Conference at the Pasadena Convention Center in Pasadena, California on September 29, 2009. Total estimated expenditure, which includes registration and parking, not to exceed \$365.00 payable from El Rancho High School 2009 – 2010 EIA/SCE funds.
- .3 Approved participation for thirty (30) El Rancho High School Cross Country team students, one (1) certificated teacher, two (2) walk-on assistant coaches, and one (1) volunteer chaperone in the Big Bear Camp in Big Bear, CA Sunday, August 2 – Saturday, August 8, 2009. Accommodations will be at the Black Forest Lodge. Transportation will be provided by El Rancho Vans and parents. Total expenditure of \$8,700.00 for transportation, meals and accommodations payable from El Rancho High School ASB Cross County funds, student fundraisers and parents at no cost to the District.
- .4 **PULLED** participation for eight (8) El Rancho High School Varsity Football Team students and one (1) certificated staff member in the Cal State Long Beach Lineman Inc. Offensive/Defensive Line Camp Wednesday, June 24 – Friday, June 26, 2009 in Long Beach CA. Accommodations will be at the Cal State Long Beach dorms and transportation will be provided by El Rancho Vans. Total expenditure of \$2,240.00 for transportation, meals, and accommodations payable from El Rancho High School ASB funds, student fundraisers and parents at no cost to the District.
- .5 Approved participation for 35 female students of the El Rancho High School Pepsters and two (2) female certificated staff members in a sleepover/team bonding event at the school gymnasium Friday, July 17, 2009, 8:00 p.m. – Saturday, July 18, 2009, 8:00 a.m. There is no cost to students or the District.
- .6 Approved a performance tour for 56 North Park Middle School Band students, two (2) certificated staff members, and eight (8) parent chaperones to Shriners Children’s Hospital in Philadelphia, Pennsylvania, the Morgan Stanley Children’s Hospital in New York City, and Carnegie Hall in New York City on March 29 – April 3, 2010. Total expenditure of \$118,800.00 is payable from North Park Middle School Band Boosters via fundraisers and donations, at no cost to the District.
- .7 **PULLED** consultant agreement with TeleParent Educational systems to provide expert technical assistance to North Park Middle School with customized student calls and school broadcasts for 12 months, effective August 26, 2009 through August 25, 2010. Total expenditure of \$3,500.00 consultant fee payable from North Park Middle EIA/LEP Funds.

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- .8 Approved amendment to Board Item #108.9, approved on March 12, 2009, consultant agreement with Parent Institute for Quality Education (PIQE) for parent educational program, from April 22nd through June 17, 2009 at South Ranchito Elementary School. Amendment is requested because the number of participants and classes needed were underestimated. Additional expenditure of \$4,160 payable from South Ranchito Title I, Parent Involvement funds.
- .9 **PULLED** service agreement with TeleParent Educational Systems to provide a multilingual communication system to Burke Middle School, which will allow staff to conduct customized student calls and school broadcasts, effective August 29, 2009 through August 28, 2010. Total expenditure of \$3,500.00 payable from Burke Middle School EIA/LEP funds.
- .10 **PULLED** consultant agreement with TeleParent Educational Systems to provide expert technical assistance to El Rancho High School with customized student calls and school broadcasts for 12 months starting July 22, 2009 until July 21, 2010. Total expenditure of \$12,375.50 is payable from El Rancho High School EIA/SCE and EIA/LEP funds, 50% from each account.
- .11 Approved/Ratified site license agreement renewal with Discovery Education for 12 months starting July 1, 2009 to June 30, 2010, for the service of fast access to digital media for the classroom. The expenditure of \$2,615.00 will be paid out of El Rancho High School EIA/SCE and EIA/LEP funds, 50% from each account.
- .12 Approved agreement with School Innovations and Advocacy, Inc. to assist the District in completing the enhanced School Accountability Report Cards (SARC) reporting requirements, for all District schools, as specified by the Williams settlement. Agreement will be for the 2009-2010 school year, effective from July 10, 2009 through June 30, 2010 and will include SI Plan Subscriptions for all school sites and a one-day training. Total expenditure of \$27,200.00, which includes fees for required translation, will be payable as follows: \$19,700.00 from Centralized Title I funds and \$7,500.00 from Title III funds.
- .13 Approved the Adult School courses for the 2009 – 2010 school year.
- .14 Approved the submission of the District’s 2009-2010 Consolidated Application, Part I, to the California Department of Education.
- .15 Approved submission of the 2009 – 2010 Title I School-Wide Program Plans for all eight elementary schools in El Rancho Unified School District.

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

- .1 Approved/Ratified Business Office Reports for the month of June 2009.
  - a. Miscellaneous Cash Collections Receipt Nos. 78058 through 78204 totaling \$459,287.81. *Receipts include the following donations:*

<u>Vendor</u>	<u>Amount</u>	<u>Recipient</u>
Coca-Cola Bottling Company	\$ 36.88	Durfee Elementary
Edison International	\$ 25.00	Durfee Elementary
Sonora Face Co., Inc.	\$ 200.00	Durfee Elementary
Lifetouch	\$ 613.00	Magee Elementary
McDonald’s	\$ 546.89	Maizeland School

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Wells Fargo & Company Issuer	\$7216.00	Maizeland School
Wal-Mart Foundation	\$ 890.00	Rivera Elementary
Credit Union of Southern California	\$ 162.00	Durfee Elementary
Coca-Cola Bottling Company	\$ 40.92	Durfee Elementary
Wells Fargo Foundation	\$ 120.00	Durfee Elementary

- b. Purchase Order Nos. P177769 through P177797 and including prior numbered confirming orders totaling \$145,245.78 and Cafeteria Purchase Orders totaling \$108,414.71.
- c. Revolving Cash No. 3277 through 3280 totaling \$729.53.
- . 2 Approved annual service agreement with ThyssenKrupp Elevator Corporation to service four (4) passenger elevators; three (3) at El Rancho High School and one (1) for North Park Middle School. Total cost of \$7,104.00 payable from Restricted Maintenance Funds
- . 3 Approved/Ratified to declare 536 items of electronic waste as obsolete and authorize disposal of equipment, which is no longer usable by the District.
- . 4 Approved five-year lease agreement between El Rancho Unified School District and Plaza de la Raza Child Development Services, Inc. for the use of Selby Grove Elementary School. Lease agreement shall be effective September 1, 2009 through June 30, 2014. Monthly rental fee of \$3,000.00 per month shall be deposited in the General Fund.
- . 5 Approved/Ratified contract agreement between the El Rancho Unified School District and Caliber Commercial Pool Services to professionally maintain the swimming pool at El Rancho High School for the 2009-2010 school year. Total contract cost for services is \$23,400.00 payable from General Funds.
- . 6 Approved Change Order No. 01 for the Parking Lot Pick-up/Drop-off Project for South Ranchito Elementary School by Two Horse Construction, for a total cost of \$5,887.60 payable from Budgeted Bond Funds.
- . 7 Approved award of mandated lowest bid for the Heating Ventilation and Air Conditioning (HVAC) project for Durfee Elementary School and North Ranchito Elementary School administration buildings to Stat Mechanical Inc. for a total low bid contract cost of \$152,900.00. Total contract cost payable from Budgeted Bond Funds.

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

- . 1 Accepted the District’s Initial Proposal between El Rancho Unified School District and El Rancho Federation of Teachers (ERFT) for the 2009-2012 school year.
- . 2 Accepted the District’s Initial Proposal between El Rancho Unified School District and California Schools Employees Association, El Rancho Chapter 107 (CSEA) for the 2009-2010 school year.
- . 3 Accepted the District’s Initial Proposal between El Rancho Unified School District and El Rancho Administrators and Supervisors Association (ERASA) for the 2009-2010 school year.

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

- . 4 Adopted/Ratified the Declaration of Need to the effect there are insufficient numbers of fully credentialed persons to meet the employment for the 2009-2010 school year, effective July 1, 2009.
- . 5 Approved the 2009-2010 Elementary/Secondary Regular, Minimum, and Modified Day Instructional Schedules. **(as amended)**
- . 6 Approved the contract for Norbert D. Genis as Interim Superintendent, effective September 01, 2009 in accordance with the provisions of the contract.
- . 7 Approved the contract for Kathryn Enloe as Interim Assistant Superintendent, Human Resources effective July 01, 2009 in accordance with the provisions of the contract.

*HEARING SESSION:*

*The public is invited to speak to any action item on the DISCUSSION/ACTION items.*

- ❖ No comments.

*DISCUSSION/ACTION ITEMS 07 THROUGH 09:*

*The Board President will call for a motion and second to open Board discussion on the Discussion/Action items.*

- 07** Adopted Second Reading of *revised* Board Policy 3400 Business and Noninstructional Operations, Management of District Assets/Accounts, to include sections on Capital Assets and Fraud Prevention and Investigation.
- 08** Approved First Reading of *revised* Board Policy 4030 Nondiscrimination in Employment, to include sections on Harassment and Complaints Concerning Discrimination in Employment.
- 09** Approved First Reading of *revised* Administrative Regulation 4031 Complaints Concerning Discrimination in Employment, to include an addendum to the complaint procedures, and additional cross-references and legal references.

*CLOSED SESSION: (Items 10 through 16)*

- 10** Approved/Ratified Certificated Employment Register No. 1-2009/2010, **as amended.**
- 11** Approved/Ratified Classified Employment Register No. 1-2009/2010, **as amended.**
- 12** Approved Student Expulsion: Student A
- 13** Approved Student Expulsion: Student B
- 14** Approved Student Expulsion: Student C
- 15** Approved Student Expulsion: Student D
- 16** Approved Student Expulsion: Student E

*ADJOURNMENT: 8:45 PM*