

EL RANCHO UNIFIED SCHOOL DISTRICT
Pico Rivera, California

BOARD OF EDUCATION
Organizational Meeting

December 14, 2006
City Council Chambers

MINUTES OF BOARD ACTIONS

CALL TO ORDER: 7:00 PM

ORGANIZATION OF THE BOARD:

- 91 Nominated and elected the Board of Education 2007 **President**.
Delia Alvidrez nominated Vincent Chavez.
- 92 Nominated and elected the Board of Education 2007 **Vice President**.
Lupe Salas nominated Joe Rivera; Dr. Rivera declined.
Lupe Salas nominated Rita Jo Ramirez; Mrs. Ramirez declined.
Rita Jo Ramirez nominated Delia Alvidrez.
- 93 Nominated and elected the Board of Education 2007 **Clerk**.
Rita Jo Ramirez nominated Joe Rivera.
- 94 Adopted the Board of Education calendar of regular meetings for 2007, to be held on the 2nd and 4th Thursday of each month in the Pico Rivera City Council Chambers, 6615 Passons Blvd., Pico Rivera at 7:00 p.m.
- | | | |
|-------------------|----------------|--------------------|
| January 11, 2007 | April 26, 2007 | August 23, 2007 |
| January 25, 2007 | May 10, 2007 | September 13, 2007 |
| February 8, 2007 | May 24, 2007 | September 27, 2007 |
| February 22, 2007 | June 14, 2007 | October 11, 2007 |
| March 8, 2007 | June 28, 2007 | October 25, 2007 |
| March 22, 2007 | July 12, 2007 | November 8, 2007 |
| April 12, 2007 | July 26, 2007 | December 13, 2007 |

Mrs. Salas made the motion, with a stipulation that a second meeting be added to the month of November 2007.

- 95 Approved/appointed Governing Board members to participate and become voting members on the following committees for 2007:
- | | |
|---|---|
| a. Voting Rep. to the LACOE Committee on School District Organization | <u>L. Salas</u> |
| b. Los Angeles County School Trustees Association (LACSTA) | <u>J. Rivera</u> |
| c. Pupil Transportation Cooperative Trustee Review Committee | <u>V. Chavez</u> |
| d. Tri-Cities ROP Board of Management | (2 members)(1 st of 2 yrs) <u>R. Ramirez</u> |
| | (2 nd of 2 yrs) <u>L. Salas</u> |
| e. WACSEP Trustees Review Committee | (2 nd of 2 yrs) <u>R. Ramirez</u> |
| f. Whittier Area School Trustees Assoc. Executive Board | (2 nd of 2 yrs) <u>J. Rivera</u> |

ADOPTION OF MINUTES:

- 96 Adopted the minutes of the Board of Education's regular meeting held November 9, 2006.

CONSENT AGENDA: (Items 97 through 101)

97 SUPERINTENDENT – Norbert Genis (562) 801-5199

- . 1 Approved Resolution 20-2006/2007, honoring Dr. Rose Marie Joyce, President of Rio Hondo Community College, for Outstanding Service to Students.
- . 2 Approved Resolution 21-2006/2007, declaring that Board Member Delia Alvidrez was absent from the November 9, 2006 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.
- . 3 Approved agreement with the *Iceman Show Company* to provide a hands-on sensory experience with snow appropriate for young children at Maizeland Early Learning Program, January 31, 2007. Total expenditure not to exceed \$2,360.00 payable from the Parent Advisory Committee fund.
- . 4 Approved CSBA to conduct a Policy Audit of the district's Board Policies and Administrative Regulations to determine if they reflect current state and federal law. Expenditure of \$750.00 payable from the General Fund.

98 SPECIAL & ALTERNATIVE EDUCATION – Arnold Tovar (562) 801-4810

- . 1 Approved conference attendance for one (1) special education teacher from El Rancho High School to the *Asperger's Disorder & Autism Conference* on January 26, 2007, at the Hilton, Los Angeles Airport. Expenditure of \$299.00 for registration and substitute fees is payable from El Rancho High School General Fund.
- . 2 Approved Memorandum of Understanding between Intercommunity Child Guidance and the El Rancho Unified School District for the 2006-2007 school year. Contracted services for the 2006-2007 school year shall be at \$80.00 per hour, total not to exceed \$8,640.00. All funds are to be paid through the Early Mental Health Initiative Grant.
- . 3 Approved attendance for twenty-two (22) participants to attend the mandatory *Department of Mental Health Early Initiative Conference – Each Child A Treasure*, on January 19, 2007 at the Marriott Los Angeles Airport, 5855 W. Century Blvd., Los Angeles, CA. Includes registration, lodging and meals. Eleven (11) are El Rancho Unified School District employees, one (1) is an Agency employee, and the other remaining ten (10) participants are to be hired. Expenditure payable from Early Mental Health Initiative Grant in the amount of \$5,755.00.
- . 4 Approved attendance for (1) Nurse to attend the *California School Nurses Organization National Conference (CSNO) conference* at the Hyatt Regency in Santa Clara, CA. Includes registration, lodging, meals and transportation. Expenditure payable from Special Education account in the amount of \$1,246.20.
- . 5 Approved contract with Consultant Darlene Hanson, M.A., CCC-SP to provide a Functional Communication Evaluation to student. Payment for services rendered will be \$500.00 for evaluation from December 14, 2006 to February 15, 2007 to be paid from Special Education Account.

98 SPECIAL & ALTERNATIVE EDUCATION – Arnold Tovar (562) 801-4810

- .6 Ratified contract for services rendered by parents for transportation services calculated at the federal reimbursement mileage rate from October 1, 2005 to June 30, 2006, for Speech–Language Services. Payment of funds not to exceed \$4,000.00 to be charged to Special Education Account.
- .7 Approved contract with *DG Therapy Group, Inc.* for Speech and Language services one (1) time per week from December 14, 2006 to June 30, 2007 for student. Total expenditures for the services are \$100.00 per session for an estimated total of \$3,000.00, payable from the Special Education Account.
- .8 Approved Consultant agreement with *Autism Spectrum Therapies* who will provide Behavioral Needs Assessment of ten (10) hours at the rate of \$150.00 per hour; Direction Interventions for 100 hours at the rate of \$75.00 per hour and Consultation Services for 3 hours at the rate of \$125.00 per hour for student from December 14, 2006 to June 30, 2007 to be paid from Special Education Account. Total not to exceed \$9,375.00.
- .9 Ratified contract for services by parents for transportation of student to *DG Therapy Group, Inc.*, from October 1, 2005 to June 30, 2006 for Speech and Occupational Therapy. Mileage is calculated at the federal reimbursement rate. Payment of funds not to exceed \$3,000.00, to be charged to Special Education Account.
- .10 Ratified contract with *DG Therapy Group, Inc.* for Speech and Language services three (3) times per week for student from June 23, 2006 to June 30, 2007. Total expenditures for the services are \$100.00 per hour for an estimated total of \$18,300.00 which is payable from the Special Education Account.
- .11 Ratified Addendum to Individual Service Tuition Agreement approved on September 14, 2006 Board Item 42.4 through the Whittier Area Cooperative Special Education Program between El Rancho Unified School District and *Zinsmeyer Academy*, nonpublic agency for special education student. The purpose of this addendum is to add Speech Services for 6 hours total effective 7/3/06 thru 8/31/06 \$86.70 per hour x 6 hours. New Individual Service Agreement amount is \$8,132.34.
- .12 Ratified Addendum to Individual Service Tuition Agreement approved on September 14, 2006, Board Item 42.9 through the Whittier Area Cooperative Special Education Program between El Rancho Unified School District and *Beacon Day School* nonpublic agency for special education student. The purpose of this addendum is to add a 1:1 Aide – 4 hours per day at \$35.00 per hour effective 9/6/06 through 6/29/07 \$140.00 per day x 185 days = \$25,900.00. New Individual Service Agreement is \$64,465.10.
- .13 Ratified Addendum to Individual Service Agreement approved on September 14, 2006 Board Item 42.9 through the Whittier Area Cooperative Special Education Program between El Rancho Unified School District and *Beacon Day School* adding Occupational Therapy services – 2 hours per week for 30 weeks effective 11/13/06 through 6/29/07 \$100 per hour x 60 hours = \$6,000.00 for student. New Individual Service Agreement is \$70,465.10.

98 SPECIAL & ALTERNATIVE EDUCATION – Arnold Tovar (562) 801-4810

- .14 Ratified Addendum to Individual Service Tuition Agreement approved on August 24, 2006, Board Item 33.17 through the Whittier Area Cooperative Special Education Program between El Rancho Unified School District and *Speech and Language Development Center* nonpublic agency for special education student. The purpose of this addendum is to add 1:1 Aide at 6 hours per day effective 11/7/06 thru 6/15/07 \$73.50 per day x 136 days = \$9,996.00. New Individual Agreement is \$52,558.83.
- .15 Ratified Addendum to Individual Service Tuition Agreement approved on September 28, 2006, Board Item 51.8 through the Whittier Area Cooperative Special Education Program between El Rancho Unified School District and *The Sycamores* nonpublic agency for special education student. The purpose of this addendum is to add an Aide (6 hours per day at \$18.00 per hour) effective 10/24/06 through 6/29/07 \$108.00 per day x 147 days = \$15,876.00. New Individual Service Agreement is \$39,952.25.
- .16 Ratified Individual Service Tuition Agreements through the Whittier Area Cooperative Special Education Program between El Rancho Unified School District and *Gallagher Pediatric Therapy* non-public school for special education student, authorize identified and Board approved El Rancho pupil to attend this school as defined in item 18 under General Provisions with payment to be made by the District as specified in the Individual Service Agreements in accordance with Education Code Sections 56157, and 56365-56366.7 in the sum of \$2,706.00.

99 DIVISION OF EDUCATIONAL SERVICES – Susanna Smith (562) 801-5206

- . 1 Approved attendance for six (16) Model United Nations Club Student Members, two (2) certificated staff members, and one (1) parent chaperone from El Rancho High School to the *World Conference Institute Model United Nations (WCIMUN) conference* at Mission Viejo High School in Mission Viejo, California from Saturday January 13, 2007 to Sunday, January 14, 2007. Cost per participant is \$100.00, which includes registration, meals, transportation by private transportation, and lodging at the Holiday Inn Mission Viejo. Adults will pay their own costs. Total expenditure of \$1,600.00 for students is payable from ASB funds and student fundraising, at no cost to the District.
- . 2 Approved attendance for six (6) Model United Nations Club Student Members and one (1) certificated staff member from El Rancho High School to the *World Conference Institute Model United Nations (WCIMUN) conference* at the UC Berkeley campus in Berkeley, California from Thursday, March 15 (students will depart at lunch) to Saturday, March 17, 2006. Cost per participant is \$245.00, which includes registration, meals, transportation by private transportation, and lodging at the Motel 8 Berkeley. Teacher will pay her own costs. Total expenditure of \$1,470.00 is payable from ASB funds and student fundraising, at no cost to the District.
- . 3 Approved attendance for one (1) certificated staff member from the Categorical Programs Office to the one-day "*Focus: Achieving Your Highest Priorities,*" a project management skills training by Franklin Covey, on January 25, 2007 in Los Angeles, California. Estimated expenditures of \$324.82 are payable from Title II funds.
- . 4 Approved mandatory attendance for twelve (12) certificated staff members to the *California Reading First Principal-Coach Summit Conference* in Long Beach, California on January 25, 2007. Total cost not to exceed \$1860.00 is payable from Reading First funds.

99 DIVISION OF EDUCATIONAL SERVICES – Susanna Smith (562) 801-5206

- . 5 Approved participation for 60 students, four (4) teachers and three (3) parent volunteers in the *Outdoor Education Program at the Catalina Island Marine Institute* on February 12–14, 2007. PTC will provide transportation to and from the Catalina Terminal in San Pedro. Participating students will pay individual fees of \$245.00. Expenditures of \$1,980.00, for transportation and substitutes, will be payable from Rivera Middle School SLIBG (School and Library Improvement Grant) funds.
- . 6 Approved consultant agreement with the Rio Hondo Symphony Association to conduct Music Enrichment Programs for third, fourth and fifth grade students at eight (8) elementary schools. These programs will be conducted from February 1, 2007 through May 31, 2007, and scheduled by the principals and the Symphony Association. Estimated expenditures of \$2,100.00 are payable from Birney Elementary Arts & Music Block Grant funds (\$280.00), Durfee Elementary PTO funds (\$280.00), Magee Elementary Arts & Music Block Grant funds (\$420.00), Obregon Elementary PTA funds (\$70.00), Rio Vista Elementary Arts & Music Block Grant funds (\$350.00), Rivera Elementary Arts & Music Block Grant funds (\$280), Selby Grove Elementary Arts & Music Block Grant funds (\$210), and Valencia Elementary Arts & Music Block Grant funds (\$210).
- . 7 Approved consultant agreement with three (3) consultants, Danielle Collins, Justin Sun and Alexander Zendejas, for assistance with El Rancho High School Band's music and percussion technique, effective January 1, 2007 to May 31, 2007. Total expenditure of \$4,250.00 for consultant fees is payable from El Rancho High School General Fund.
- . 8 Approved consultant agreement with Armando Briones, Jr. for public address and statistician services rendered to El Rancho High School Varsity Basketball Team during athletic events, effective December 15, 2006 through March 1, 2007. Expenditure of \$100.00 per event, not to exceed \$600.00 total, is payable from El Rancho High School ASB/Supervision Funds.
- . 9 Approved consultant agreement with Maria Elsa Barajas for a series of parent literature workshops at North Ranchito Elementary School on January 23, 24, 25, 26, 29, 30 and 31, 2007. Expenditure of \$2,000.00 for consultant fees is payable from North Ranchito Elementary School SLIBG (School and Library Improvement Grant) funds.
- .10 Approved consultant agreement with, and grant from, the Italian Consulate to provide and fund after-school Italian Language classes for students at Rio Vista Elementary School, effective January 8, 2007 through July 30, 2007, at the District hourly rate of \$33.32. Expenditure of \$3,973.01 for instructor wages, which includes 16.9% for benefits, are payable from Rio Vista Elementary School's School and Library Improvement Block Grant funds; the Italian Consulate will reimburse wages up to \$3,500.00 to Rio Vista Elementary School. Rio Vista will pay for the benefits cost of the program.
- .11 Approved amendment to El Rancho High School Board Item No. 52.12, Approved 9/28/06, to increase consultant agreement, from \$350.00 per month to \$450.00 per month with band consultant, Rhonda Choat, according to services rendered, during the 2006-2007 school year. Amendment is needed due to consultant's fee increase and additional month of service. Total expenditure of \$4,500.00 for consultant fees is payable from El Rancho High School General Fund.

99 DIVISION OF EDUCATIONAL SERVICES – Susanna Smith (562) 801-5206

- .12 Approved consultant agreement with *DataWORKS Educational Research* to provide expert technical assistance to Rivera Middle School certificated staff during the 2006/07 school year, effective December 15, 2006 through April 20, 2007. Total expenditures of \$33,295.50 are payable from Rivera Middle School Title I funds.
- .13 Approved consultant agreement with Apple Computer Inc., to provide 3 full days of staff development training to middle school teachers in the area of technology. Training will be as follows: Burke Middle School on January 22, 2007, Rivera Middle School on January 22, 2007 and North Park Middle School on March 12, 2007. Expenditure of \$8,700.00 is payable from EETT Competitive Grant funds.
- .14 Approved/Ratified contract No. C-8366:06:07 with the Los Angeles County Office of Education (LACOE) for After-School Enrichment Program Bridge Funding for Magee Elementary School in the amount of \$20,438.00, effective October 1, 2006 through March 31, 2007.
- .15 Approved agreement with Los Angeles County Office of Education (LACOE): Multimedia Services for a one-year license and support for Multimedia Services Comprehensive Media Package with United Streaming for the 2006-2007 school year. Expenditure of \$5,970.30 will be payable from EETT Competitive Grant funds.
- .16 Approved the Middle and High School Supplemental Counseling Program Plan as drawn, following the provisions laid out by the state regarding grant funding and guidelines, effective December 15, 2006.

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

- .1 Approved/Ratified Business Office Reports for the months of October and November 2006.
 - a. Miscellaneous Cash Collections Receipt Nos. 24191 through 24543 totaling \$1,537,975.23.
Receipts include the following donations:

<u>Vendor</u>	<u>Amount</u>	<u>Recipient</u>
Christmas Basket for the Needy Committee	\$ 100.00	Magee Elementary
Target	\$ 107.43	Magee Elementary
Target	\$ 141.20	Magee Elementary
Target	\$ 44.39	Magee Elementary
Target	\$ 137.39	Magee Elementary
Coca-Cola Bottling Company	\$ 112.77	Durfee Elementary
Coca-Cola Bottling Company	\$ 87.05	Durfee Elementary
 - b. Purchase Order Nos. 172766 through 173246 and including prior numbered confirming orders totaling \$1,329,947.15 and Cafeteria Purchase Orders totaling \$313,341.87.
 - c. "A" Warrants Schedule C1C through 325 totaling \$11,065,170.21.
 - d. "B" Warrants No. 2284 through 2360 totaling \$4,714,713.89.
 - e. Revolving Cash No. 3151 through 3158 totaling \$24,125.89.
 - f. Clearing Account No. 3082 through 3090 totaling \$757,590.63.
- .2 Approved the selection of *Pacifica Services, Inc.* through the Request for Proposal process and contract agreement between El Rancho Unified School District and Pacifica Services, Inc. for project management services for the district's remaining Bond projects. The total cost of the contract is not to exceed \$504,000.00 payable from Budgeted Bond Funds.

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

- .3 Adopted/Ratified Resolution No. 22-2006/2007 to temporarily increase the Revolving Cash Fund from \$25,000 to \$125,000 in order to meet district financial obligations.
- .4 Approved attendance for five classified staff members from the Maintenance and Operations Division to attend the “*How to Supervisor People*” seminar presented by Fred Pryor Seminars on February 8, 9, 2007. Total expenditure of \$495.00 payable from restricted maintenance funds.
- .5 Adopted Resolution No. 23-2006/2007 Certification of Signatures, authorizing the signature of either the Superintendent, Assistant Superintendent of Education, Assistant Superintendent of Human Resources, Chief Business Officer and Director of Fiscal Services on warrants, Cafeteria Account, Revolving Cash Checks, Orders for Salary Payment, Notices of Employment and Contracts.
- .6 Approved to declare four (4) district vehicles as obsolete and accept cash value offer from Ecology Auto Parts. Funds received will be deposited in the District’s General Fund.
- .7 Approved Change Order No. 1 and final payment of \$79,800.00 including all change orders, to ACC Contractors, Inc. and accept Restroom Modernization Bond Project - Bid Package No. 05 for North Ranchito Elementary, South Ranchito Elementary and El Rancho High School as complete. Total project cost payable from Budgeted Bond Funds.
- .8 Approved continuation of contract with *School Services of California, Inc.*, for services and assistance with all issues regarding school finances, legislation, school budgeting, and general fiscal issues, for the calendar year 2007 at a cost of \$1,980, plus expenses, and Addendum A, Special Services Agreement, for the CADIE and SABRE Reports at an additional cost of \$600 for the year. Total costs of \$2,580 payable from the General Fund.
- .9 Approved agreement with Verizon Wireless for cellular phone and push to talk service as a cost-effective emergency preparedness measure for the District. Total annual cost payable through General Funds.
- .10 Approved contract agreement with TruBrite Energy Management to provide a cost-effective, energy-efficient lighting system upgrade for the Gymnasium at El Rancho High School. Total expenditure of \$21,335.00 payable from the District General Funds.
- .11 Approved first interim report and a positive certification of El Rancho Unified School District’s ability to meet its 2006-2007 obligations.
- .12 Approved Change Order No. 1 and final payment of \$25,846.00 for the Evaporative Cooler Systems Project – Bid Package No. 1 for Pio Pico Elementary, Obregon Elementary, Durfee Elementary, North Ranchito Elementary, South Ranchito Elementary, Valencia Elementary, Meller Elementary and North Park Middle School by RSU Construction. Total project cost payable from Budgeted Bond Funds.
- .13 Approved/Ratified contract agreement with the Los Angeles County Office of Education for 2006-2007 AFDC Data Processing Services, to provide the District access to computer records or other documents maintained by the L.A. County for the purpose of validating Free and Reduced Lunch Applications as required by law. Annual District fee of \$1,985.00 payable from District General Funds.

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

- . 1 Approved Memorandum of Understanding Agreement between Point Loma Nazarene University and the El Rancho Unified School District to engage in a partnership to provide the highest quality of support for Point Loma Nazarene University Intern candidates in the District.
- . 2 Approved Memorandum of Understanding, dated December 5, 2006, between the El Rancho Unified School District and California School Employees Association and its El Rancho Classified Employees Union, Inc., Chapter 107, regarding the 2006-2007 work calendar during the Winter Recess.
- . 3 Approved attendance for two participants from the Human Resources Division to the one-day "Focus: Achieving Your Highest Priorities," a project management skills training by Franklin Covey, on January 23, 2007 in Anaheim, California. Total cost for the training of \$548.46, plus expenses, payable from General Funds.

DISCUSSION/ACTION:

102 Adopted Second Reading of *revised* Board Policy 6020, Parent Involvement

103 Approved First Reading of *revised* Board Bylaw 9322, Agenda/Meeting Materials, increasing the number of days for members of the public to submit agenda items for consideration by the Board from five to seven workdays, due to board meetings being held on Thursdays.

CLOSED SESSION:

104 Approved/Ratified Certificated Employment Register No. 9-2006/2007

105 Approved/Ratified Classified Employment Register No. 9-2006/2007

106 Approved Student Expulsion: Student A

107 Approved Student Expulsion: Student B

ADJOURNMENT: 10:03 PM