

EL RANCHO UNIFIED SCHOOL DISTRICT
Pico Rivera, California

BOARD OF EDUCATION
Regular Meeting
7:00 PM

February 10, 2004
City Council Chambers
6615 Passons Blvd.

A G E N D A

CALL TO ORDER: Raul P. Salcido, President

PLEDGE OF ALLEGIANCE: Selby Grove 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

VISITORS: Register No. 13-2003/2004

INTERPRETER: Herlinda Acevedo

ACKNOWLEDGMENT OF GUEST(S):

STUDENT GOVERNMENT, SELBY GROVE ELEMENTARY:

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.

- ❖ Recognition of Mental Health Agencies for collaborative efforts with the District
Dr. Barbara Moore-Brown

The Superintendent recommends that the Board of Education:

ADOPTION OF MINUTES:

- 164** Adopt the minutes of the Board of Education’s regular meeting held January 27, 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.

- ❖ Bond Activities and Timelines, *Norbert Genis*

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 165 through 169)

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.

165 SUPERINTENDENT -- Norbert Genis (562) 801-5199

- .1 Approve transfer agreement for video equipment between the City of Pico Rivera and the El Rancho Unified School District.

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

- .1 Approve attendance for four classified staff members from District Office 2 to the Eagle Software Annual Users' Conference on March 8-9, 2004 in Ontario. Attendees will have the opportunity to participate in four workshops per day. Expenditures of \$1,350 payable from Regional Educational Technology Services (RETS) funds.
- .2 Approve conference attendance for one certificated staff member from Rivera Middle School to the "Making Algebra Child's Play!" Seminar on February 20, 2004 in Santa Barbara. Expenditures of \$305 payable from Title I funds.
- .3 Approve conference attendance for one certificated staff member from Rivera Middle School to the Annual California Association of Health, Physical Education, Recreation and Dance (CAHPERD) State Conference on March 4-7, 2004 in Pasadena. Total expenditures of \$359 payable from Title V funds.
- .4 Approve/ratify attendance for two certificated staff members from Birney Elementary School to the Distinguished School Recognition Program, "Writing A Winning Application" Workshop on November 12, 2004 in San Marcos. Expenditures of \$100 payable from Title I funds.
- .5 Approve/ratify attendance for four certificated staff members from Pio Pico Elementary School to the Distinguished School Recognition Program, "Writing A Winning Application" Workshop on November 12, 2004 in San Marcos. Expenditures of \$200 payable from Pio Pico Elementary School CSRD funds.
- .6 Approve attendance of six certificated staff members from Magee Elementary School to the Differentiated Classroom Seminar, focusing on individualized instruction and learning styles, on February 25, 2004 in Anaheim. Expenditures of \$1,590 payable from Title I funds.
- .7 Approve/ratify attendance for one certificated staff member, one classified staff member and one parent from Magee Elementary School to the Latino Family Workshop on January 29, 2004 at Pacific Oaks College in Pasadena. The focus of the workshop was how to establish a family reading routine while developing English Language skills. Expenditures of \$600 payable Title I funds.

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

- .8 Approve attendance for the site administrator of Durfee/Obregon Elementary Schools 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, participant will pay for own conference expenses at no cost to the District.
- .9 Approve attendance for 1 Student Council Advisor, 4 Student Council members from Durfee Elementary School, and 1 Student Council Advisor, and 4 Student Council members from Obregon Elementary School to the California Association of Student Council Conference on February 11, 2004 in Pasadena. Expenditures of \$635 payable as designated from Durfee and Obregon Elementary Schools Title V funds and Obregon Elementary School PTA funds.
- .10 Approve educational field trip for 18 student members of the El Rancho High School Executive Commission and 2 certificated staff members from El Rancho High School to the State Capitol in Sacramento on April 24-26, 2004 (Sat.-Mon.). Ground transportation to airport will be provided by El Rancho vans, air transportation through Southwest Airlines and ground transportation in Sacramento by Air West Coach Lines, with accommodations at the Hilton, Sacramento. Cost per participant is approximately \$275. Estimated total expenditures of \$5,650 payable from student fundraisers, donations from supportive organizations and ASB funds, at no cost to the District.
- .11 Approve educational field trip for 20 student members of the El Rancho High School Outdoor Club and 3 certificated staff members to the Cleveland National Forest in Orange County on Saturday, February 21, 2004. Faculty and parents will provide transportation. District Driver Insurance Forms have been submitted for all drivers and students will be required to submit parent permission slip indicating that private transportation will be provided. No cost to the District will be incurred.
- .12 Approve educational field trip for 30 students and 6 chaperones from Rivera Middle School to the UCLA's "I'm Going to College" event on February 29, 2004. PTC will provide transportation. Transportation expenditures of \$300 payable from Rivera Middle School Title I funds.
- .13 Approve educational field trip for 110 fourth grade students, 4 teachers and parent volunteers from Birney Elementary School to San Juan Capistrano Mission on April 15, 2004, and Transportation Agreement with Richmond Bus Company. Ground transportation by bus and train. Expenditures of \$1,600 payable as designated from class fundraisers and Birney Elementary School Dads' Club funds.

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

- .14 Approve promotional field trip for Salazar High School to Disneyland on June 3, 2004, and Transportation Agreement with Richmond Bus Company. Expenditures of \$395 payable from Salazar ASB funds, at no cost to the District.
- .15 Approve field trip to the Mt. SAC Relays AAF Youth Days at Mt. San Antonio College in Walnut on April 2, 2004 for 4 teachers and 160 students from Rivera Middle School. Transportation provided by PTC. Total expenditures of \$1,320 payable as designated from Title V and Rivera Middle School ASB funds.
- .16 Approve field trip to the Mt. SAC Relays AAF Youth Days at Mt. San Antonio College in Walnut on April 2, 2004 for 4 teachers and 75 students from North Park Middle School. Transportation provided by PTC. Expenditures of \$1,170 payable as designated from Title V and North Park Middle School ASB funds.
- .17 Approve/ratify consultant agreement with Aaron Eschagary, consultant, to provide Physical Fitness training for students in the After School Cal Works Enrichment Program at Magee Elementary School, effective January 5, 2004 through June 30, 2004. Total expenditures for consultant services not to exceed \$1,500 payable from Magee Elementary School After School Cal Works Enrichment Program. There is no cost to the District.
- .18 Approve/ratify consultant agreement with Jose Luis Orozco, consultant, for providing two musical assemblies for K-5 students from Pio Pico Elementary School on January 30, 2004. The objectives of the program are closely aligned with the State and District Standards in the Visual/ Performing Arts and Culture areas. Expenditures of \$1,500 payable from Pio Pico Elementary School CSRD funds.
- .19 Approve the submission of the District's 2003-04 Consolidated Application, Part II, to the California Department of Education. (Available for review in the Educational Services Office.)

167 DIVISION OF RESEARCH/EVALUATION/STAFF DEVELOPMENT --

Anne Eichman (562) 801-5197

- .1 Approve/Ratify the Student Teaching/Fieldwork Agreement between El Rancho Unified School District and the University of La Verne effective February 1, 2004 and remain in effect until terminated by mutual consent.
- .2 Approve field trip for (61) Adult School students, (3) teachers and (1) administrator to participate in a School Night with the Los Angeles Clippers at the Staples Center on Friday, February 27, 2004 from 6:00 to 10:00 p.m. A total cost not to exceed \$350.00 for transportation will be paid from El Rancho Adult School Body funds.

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

- . 3 Approve educational field trips to the Los Angeles Zoo on May 6, 7, 13, 14, 20, 21, 28, 2004 (as listed) for Child Development Center and Preschool students. Entrance fees and district transportation cost for Child Development Center not to exceed \$718.00 payable from Parent Advisory funds. Entrance fees and district transportation costs for State Preschool not to exceed \$4,158.00 payable from State Preschool funds. Transportation provided by Pupil Transportation Cooperative (PTC).
- . 4 Approve consultant agreement with Dr. Bonnie Singer for the West San Gabriel Valley SELF and Region 11 Coordinating Council workshop, "Why Can't They Write and What Can I Do About It? Instructional Strategies for Teaching Expository Writing," March 2 and 3, 2004 at the Duarte Performing Arts Center, Duarte, CA. Approximate expenditure of \$3,500 payable through Region 11 Coordinating Council at no cost to the district, with \$850 being allocated for training manuals for participants.
- . 5 Approve/Ratify Individual Service Tuition Agreement through the Whittier Area Cooperative Special Education program between ERUSD and Rossier Park Elementary School, effective November 3, 2003 through June 30, 2004, \$75.00 per hour Occupational Therapy sessions, not to exceed 39 sessions for a total sum not to exceed \$2,925.00.

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

- . 1 Adopt Resolution No. 29-2003/2004, "Implementing Pre-qualification of Construction Contractors of the El Rancho Unified School District," authorizing a pre-qualification process for general contractors for Group 4 Modernization Projects.

169 DIVISION OF HUMAN RESOURCES, BUSINESS & SUPPORT SERVICES –
Alfred Ogas (562) 801-5216

- . 1 Approve administrators and staff to attend local job fairs as listed during the 2003-2004 fiscal year, with necessary expenses payable from the District's Title II Funds.
- . 2 Approve Memorandum of Understanding between El Rancho Unified School District and the El Rancho Federation of Teachers dated October 30, 2003, Amendment to Article XIII, Compensation, Section 2 - Salary Regulations.
- . 3 Approve revised job description Child Development/School Readiness Supervisor and revised Certificated Administrators Salary Schedule reflecting the new title.

CONSENT AGENDA ITEMS 165 THROUGH 169:

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.

170 Approve first reading of new and revised Board Policies and Administrative Regulations:

- ❖ Revised BP/AR 1312.3: Uniform Complaint Procedures
- ❖ Delete AR 1312.3: Exhibit
- ❖ Revised BP/AR 4119.11, 4219.11, 4319.11: Sexual Harassment
- ❖ Revised AR 5111.12: Residency Based on Parent/Guardian Employment
- ❖ Revised BP/AR 5145.11 Questioning and Apprehension

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

- ❖ Revised BP/AR 5136: Gangs
- ❖ Revised BP/AR 5141.4: Child Abuse and Neglect Reporting Procedures
- ❖ Revised BP/AR 5123: Promotion/Acceleration/Retention
- ❖ Revised BP 5116: School Attendance Boundaries
- ❖ Revised BP 5117: Interdistrict Attendance
- ❖ New AR 5117.1: Interdistrict Attendance Agreement
- ❖ Delete AR 5116: School Attendance Boundaries
- ❖ Delete BP/AR 5116.2: Intradistrict Open Enrollment/School Choice
- ❖ Delete AR 5117: Interdistrict Attendance

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. 12-2003/2004

- Assistant Principal/North Park Middle (1) Appointment
- Assistant Superintendents (2) Early Retirement
- Principal (1) Early Retirement
- Teachers (4) Early Retirement
- Teacher (1) Retirement
- Teachers (4) Supplemental Pay Assignment to serve on Newspaper, Annual, Band and Marching Band for the second semester of 2003-2004 school year/North Park
- Teacher (1) Extra-Duty Extra-Pay Assignment to provide instruction and intervention to students who have been referred to the Student Study Team from February 11, 2004 through May 31, 2004/Valencia
- Teacher (1) Extra-Duty Extra-Pay Assignment to conduct the After-School Tutoring Program from February 11, 2004 through May 21, 2004/Rivera Middle
- Teachers (14) Extra-Duty Extra-Pay Assignment to provide evening workshops in reading, writing, mathematics, test taking skills, and homework for parents from February 11, 2004 through June 30, 2004/South Ranchito
- Teachers (14) Extra-Duty Extra-Pay Assignment to conduct the Extended Programs Academy (EPA) from February 11, 2004 through June 4, 2004/North Park
- Teachers (3) Stipend Pay to assist Educational Services with English Language Arts Master Plan, School Plan for Student Achievement, Coordinate Compliance Review, R-30 Report, School Accountability Report Card, Master Identification List, English Learners Literacy Support Class and Assessment from February 11, 2004 through June 16, 2004/Title I & Title III
- Teachers (3) Extra-Duty Extra-Pay Assignment to conduct the After-School Program from January 5, 2004 through April 30, 2004/Magee
- Teachers (2) Stipend Pay to serve as the STAR/SABE Testing Facilitators from February 11, 2004 through June 30, 2004/Rio Vista
- Teachers (3) Extra-Duty Extra-Pay to develop materials and facilitate technology workshops from January 29, 2004 through April 4, 2004 for El Rancho Employees
- Teacher (1) Extra-Duty Extra-Pay Assignment to implement the CBET Program from January 20, 2004 through May 31, 2004/Adult School
- Teacher (1) Stipend Pay Assignment to serve as California State University, Long Beach Master Teacher - Staff Development/North Park
- Teachers (2) Stipend Pay Assignment to serve as University of Phoenix Southern California Master Teacher - Staff Development/North Park
- Teachers (2) Stipend Pay Assignment to serve as National University Master Teacher - Staff Development/South Ranchito
- Teacher (1) Extra-Duty Extra-Pay Assignment to teach pupils in the Independent Study and Home Teaching Programs for the 2003-2004 school year/ERHS

CLOSED SESSION:

(2) Public Employee Appointment/Evaluation/Resignation/Dismissal/Release:
Classified Register No. 12-2003/2004

- Probationary Employment (1) Director of Fiscal Services
- Probationary Employment (1) Instructional Aide/L.H.
- Working Out of Classification (4) Cook/Baker
- Working Out of Classification (1) Cafeteria Helper II
- Working Out of Classification (1) Cafeteria Manager I
- Working Out of Classification (1) Grounds Crew Leader
- Retirement (1) School Secretary/Bilingual
- Substitute Employment (4) Cafeteria Helper I
- Substitute Employment (1) Health Services Assistant
- Unclassified (2) Instructional Aide Trainee
- Unclassified (1) Walk-On Coach/Fr. Boys Basketball

(3) Student Disciplinary Matters: Students A through F

(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) _____

172 Approve/Ratify Certificated Employment Register No. 12-2003/2004

173 Approve/Ratify Classified Employment Register No. 12-2003/2004

174 Student Expulsion: Student A

175 Student Expulsion: Student B

176 Student Expulsion: Student C

177 Expulsion Review: Student D

178 Expulsion Review: Student E

179 Expulsion Review: Student F

ACTION ITEMS 172 THROUGH 179:

M_____S_____Vote_____

(Exception:_____)

ADJOURNMENT:

M_____S_____Vote_____