

EL RANCHO UNIFIED SCHOOL DISTRICT
Pico Rivera, California

BOARD OF EDUCATION
Regular Meeting
7:00 PM

July 27, 2004
City Council Chambers
6615 Passons Blvd.

A G E N D A

CALL TO ORDER: Raul P. Salcido, President

PLEDGE OF ALLEGIANCE: Frank P. Boyce, Member

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

RECORDER: Victoria N. Chavez

INTERPRETER: Herlinda Acevedo

VISITORS: Register No. 2-2004/2005

ACKNOWLEDGMENT OF GUEST(S):

The Superintendent recommends that the Board of Education:

ADOPTION OF MINUTES:

12 Adopt the minutes of the Board of Education's regular meeting held July 13, 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.

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 13 through 17)

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.

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

- .1 Approve Resolution No. 5-2004/2005 declaring that Board Member Lupe Salas was absent from the July 13, 2004 regular board meeting due to illness. Education Code 35120 allows Governing Board of Education members to be absent from board meetings and not have their monthly stipend affected.

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

- .1 Approve attendance for four classified staff members from the Categorical Programs Office to the "How to Build Power Point Presentations" work shop on August 12, 2004 in Anaheim. Expenditures of \$956 payable from Centralized Title II funds.
- .2 Approve amendment to board item #277.1 approved June 8, 2004, for conference attendance for one certificated staff member from El Rancho High School to U.S. History AP Conferences and Workshops on August 2-6, 2004 in Riverside, California. Amendment is due to replacement of participant. Expenditure of \$676.25, remains the same as approved, and will be payable from El Rancho High School CSRD funds.
- .3 Approve attendance for two certificated staff members from El Rancho High School to the Pre AP: Vertical Teams for English Conference and Workshops on August 2-6, 2004 in Riverside. Expenditures of \$1,352.59 payable from El Rancho High School CSRD funds.

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

- .4 Approve attendance for nine certificated staff members from El Rancho High School to the California Science Education Conference on October 14-17, 2004 in San Jose. Expenditures of \$4,772.10 payable from El Rancho High School CSRD funds.
- .5 Approve Consultant Agreement with Toby Larson, consultant from Larson Communications, Inc., for professional development in the area of English Language Arts & Writing for Obregon and Durfee Elementary Schools. Workshops will be conducted on September 14, October 12, and November 9, 2004 and will include three half-day staff development and three full days of classroom demonstrations. Expenditures of \$6,150 payable from Centralized Title II funds (50%) and Durfee Elementary School Title I funds (50%).
- .6 Approve Consultant Agreement with Armando Briones Jr. for services rendered as related to public address announcements at athletic events for the 2004-2005 school year, beginning September 10, 2004, on an event-to-event basis. Expenditures of \$90 per event, total not to exceed \$630, payable from El Rancho High School ASB funds.
- .7 Approve Consultant Agreement with Mark Wheat, video recording consultant, to provide video recording services for the El Rancho High School varsity football games during the 2004-2005 school year, effective September 3, 2004 through November 30, 2004. Mr. Wheat is hired to videotape at away football games as well as all home games. Expenditures of \$30 each per 11 football games and one CIF finals is payable equally from El Rancho High School ASB funds and Football funds.
- .8 Approve Consultant Agreement with Ms. Rhonda Choat, consultant, to provide colorguard services to the El Rancho Colorguard for the 2004-2005 school year, effective August 1, 2004 through May 30, 2005. Expenditures of \$4,500 payable from El Rancho High School Unrestricted General Fund.
- .9 Approve Consultant Agreement with Mr. Jeremy Riley for services rendered as related to band percussion for the El Rancho Drum Line for the 2004-2005 school year, effective August 27, 2004 through May 30, 2005. Expenditure of \$4,000 payable from El Rancho High School Unrestricted General Fund.
- .10 Approve Consultant Agreement with Dr. Hector Gonzalez for services rendered as related to medical services to the El Rancho Football Team at athletic on an event-to-event basis for the 2004-2005 school year, effective September 1, 2004 through December 1, 2004. Expenditures of \$65 per event for a total of \$390 for six home games is payable from El Rancho High School Paramedic Physicians Account.

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

- .11 Approve the Consultant Agreement with Marcy Romero, consultant, to provide translations and desktop publishing services to various schools and departments for the 2004-2005 school year, effective July 28, 2004 through June 30, 2005. Fees for these services shall not exceed \$9,500 payable from Welfare & Attendance, Safe and Drug Free Schools, Research/Evaluation/Staff Development, SIP, Title I, and EIA/LEP funds as listed.
- .12 Approve Consultant Agreement with Dr. Delores Lindsey, Robins Group, to provide technical assistance to the members of the District's administrative and supervisory leadership team effective August 19, 2004. Content of the workshop will include, but will not be limited to, effective strategies for high performing teams, leadership and management styles, and effective leadership behaviors. Total expenditures of \$2,200 payable from Centralized Title II funds.
- .13 Approve Consultant Agreement with Kelly Howard of Mountain Math/Language, LLC, to provide a half-day instructional workshop in the area of Math and Language Arts for teachers of Meller Elementary School on August 23, 2004. Estimated expenditures of \$350 payable from Meller II/USP funds.
- .14 Approve agreement with Steven J. Andelson, proprietor of the FRISK Documentation Model to provide training to the administrative and supervisory leadership team, effective August 20, 2004. The consultant will be paid a total of \$1,560.00, payable from Centralized Title II, Professional Development funds.
- .15 Approve participation of the North Park Middle School Band in the "Celebrate Family" parade at Big Bear on August 1, 2004. Transportation to be provided by PTC. Transportation expenditures of \$3,600 payable as designated from North Park Middle School Title I and SIP funds.

15 DIVISION OF RESEARCH/EVALUATION/STAFF DEVELOPMENT --

Anne Eichman (562) 801-5197

- .1 Approve the 2004 Management Team Planning Retreat on August 19 – 20, 2004 at Aliso Creek in Laguna Beach, CA. All costs will be paid for from specific vendor donations and will be at no cost to the district.
- .2 Approve/Ratify consultant agreement with Carrie Lopez, Executive Director from CORO Southern California Foundation. Consultant provided services to El Rancho's Management Team Members on August 22 & 23, 2003. Expenditure of \$3,000.00 payable from Centralized Services Title II funds.

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

- . 3 Approve/ratify Modification Three to Memorandum of Agreement between ARC Associates (Art, Research and Curriculum) for the De Colores 21st Century Community Learning Center Program and ERUSD for additional increased funds of \$140,629.00 for a total of \$1,081,547.00. The period of performance is extended from May 31, 2004 to May 31, 2005.
- . 4 Approve consultant contract with Speech-Language Pathologist, Miriam Hsieh, for the 2004-2005 school year, one day per week for (40) days at a per diem rate of \$417.89 payable from Medi-Cal funds.
- . 5 Approve/Ratify Amendment to Board Item 291.10, approved June 22, 2004 to include the Psychologists and adjust the School Nurse monthly mileage allowance for the 2004-2005 fiscal year, effective July 1, 2004, payable from General Fund.
- . 6 Approve/Ratify Amendment to Board Item 254.3, approved May 11, 2004 with *SLP Therapy, Inc.* for contracting a Speech-Language Pathologist for an additional 4 days, 8 hrs. per day not to exceed \$2,240. Change original contract from \$30,800 to \$33,040 with effective period of June 14 -17, 2004.
- . 7 Approve/Ratify General and Individual Service Tuition Agreement through the Whittier Area Cooperative Special Education Program between ERUSD and *Alton School*, effective July 6, 2004 through June 22, 2005 for a total sum not to exceed \$60,544.
- . 8 Approve/Ratify Individual Service Tuition Agreement through the Whittier Area Cooperative Special Education Program between ERUSD and *Barbara Dawson Educational Center*, effective June 15, 2004 through June 18, 2004 for a total sum not to exceed \$563.10.

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

- . 1 Business Office Reports:
 - a. Miscellaneous Cash Collections Receipt Nos. 20613 through 20678 totaling \$959,456.50.
 - b. Purchase Order Nos. P166156 through P166389 and including prior numbered confirming orders totaling \$377,444.00 and Cafeteria Purchase Orders totaling \$239,012.27.
 - c. "A" Warrants Schedule CIK through HIW totaling \$5,477,223.52.
 - d. "B" Warrants Nos. 1127 through 1169 totaling \$2,730,661.43.
 - e. Revolving Cash No. 4893 through 4896 totaling \$12,316.76. Clearing Account Nos. 1320 through 1325 totaling \$385,321.07.

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

- .2 Approve three-year contract for services with Keenan & Associates for the supervision and administration of the Liability Claims Program of the El Rancho Unified School District, at a cost not to exceed \$20,000 per year for school years 2004-2005, 2005-2006, and 2006-2007. All costs to be paid through the Property & Liability funds and authorize Lydia Cano, Chief Business Officer, to sign all appropriate documents.
- .3 Approve contract agreement between El Rancho Unified School District and Koury Engineering and Testing, Inc. for specialized testing at Group 4 Modernization Sites at a cost of \$7,000.00 per site, and authorize Lydia Cano, Chief Business Officer, to sign all appropriate documents. Total cost not to exceed \$28,000.00, payable from Modernization Funds.
- .4 Approve to advertise for bids for site work necessary for the installation of eight portable classrooms and one student restroom and one staff restroom at So. Ranchito Elementary School. Total estimated budget of \$1,114,629.00 for the site work only, payable from the 50/50 Matching Funds from Bond Proceeds Measure "A" and the State Hardship Grant.
- .5 Approve to advertise for bids for the reconstruction of the So. Ranchito Elementary Kindergarten playground. Estimated cost of \$282,523.00 payable from General Obligation Bond Funds and State Hardship Grant.
- .6 Approve acceptance of low bid in the amount of \$257,000 submitted by Southern California Roofing Co. for roof replacement and roof management program at eight (8) school sites. Total project cost is payable from the State Deferred Maintenance Fund.

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

- .1 Amendment to Item 5.1 dated July 13, 2004 to include Rivera Elementary's Regular, Minimum and Modified Instructional Schedule for the 2004-2005 school year.

CONSENT AGENDA ITEMS 13 THROUGH 17:

M_____ S_____ Vote_____

(Exception:_____)

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 4 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. 2-2004/2005

- Teachers (58) Temporary Contracts
- Teachers (24) First-Year Probationary Contracts (Former Temps)
- Teachers (25) Second-Year Probationary Contracts
- Teachers (30) Permanent Contracts
- Teachers (10) First-Year Probationary Contracts (New)
- Dean/ERHS (1) Resignation
- Teachers (3) Resignations
- Teachers (3) Unpaid Leave of Absences
- Assistant Principal/ERHS (1) Appointment
- Technology Resource Teacher (1) Appointment
- Teachers (2) Extra-Duty Extra-Pay Assignment to develop technology-based individual student learning plans from July 28, 2004 through August 20, 2004/North Park
- Teacher (1) Stipend Pay Assignment to serve as Testing Facilitator from April 28, 2004 through May 31, 2004/Meller
- Replacement Teacher (1) Extra-Duty Extra-Pay Assignment to attend to the responsibilities of EQT Liaison, not to exceed 20 hours (Amendment to Board Item 281, Register No. 20/2003-2004, Section H dated June 8, 2004)/ERHS
- Teacher (1) Extra-Duty Extra-Pay Assignment to learn and inservice teachers on the Mathematica program from July 28, 2004 through October 10, 2004/ERHS
- Teacher (1) Extra-Duty Extra-Pay Assignment to provide a GATE summer program for students on English, Writing, Math and Science from June 21, 2004 through July 16, 2004/Pio Pico

(2) Public Employee Appointment/Evaluation/Resignation/Dismissal/Release:

Classified Register No. 2-2004/2005

- Probationary Employment (1) Energy Educator/Manager
- Resignation (1) Instructional Aide III
- Resignation (1) Child Care Attendant

CLOSED SESSION:

- Unpaid Leave of Absence (1) Payroll Technician
- Temporary Employment (2) Data Processing Clerk I
- Summer Assignment (1) Cafeteria Helper I
- Summer Assignment (1) Data Processing Clerk I
- Summer Assignment (1) Instructional Aide II
- Summer Assignment (4) Instructional Aide III
- Summer Assignment (2) Instructional Aide/S.D.L.
- Summer Assignment (3) Instructional Aide/L.H.
- Summer Assignment (5) Instructional Aide/S.H.
- Summer Substitute Employment (2) Instructional Aide/R.S.P
- Summer Substitute Employment (2) Instructional Aide/S.D.L.
- Summer Substitute Employment (2) Instructional Aide/L.H.
- Summer Substitute Employment (5) Instructional Aide/S.H.
- Unclassified Employment (2) College Tutor
- Unclassified Employment (3) Instructional Aide Trainee
- Unclassified Employment (3) Noon Supervisor

(3) Student Disciplinary Matters: Student A

(4) Public Employee Discipline/Dismissal/Release

RECONVENE INTO OPEN SESSION:

PUBLIC REPORT OF CLOSED SESSION ACTION:

- (1) _____
- (2) _____
- (3) _____
- (4) _____

18 Approve/Ratify Certificated Employment Register No. 2-2004/2005

19 Approve/Ratify Classified Employment Register No. 2-2004/2005

20 Student Expulsion: Student A

ACTION ITEMS 18 THROUGH 20:

M_____ S_____ Vote_____

(Exception:_____)

ADJOURNMENT:

M_____ S_____ Vote_____