

EL RANCHO UNIFIED SCHOOL DISTRICT  
Pico Rivera, California

BOARD OF EDUCATION  
Regular Meeting  
7:00 PM

August 24, 2004  
City Council Chambers  
6615 Passons Blvd.

A G E N D A

CALL TO ORDER: Raul P. Salcido, President

PLEDGE OF ALLEGIANCE: Lupe Salas, 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. 3-2004/2005

ACKNOWLEDGMENT OF GUEST(S):

**The Superintendent recommends that the Board of Education:**

ADOPTION OF MINUTES:

**21** Adopt the minutes of the Board of Education's regular meeting held July 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.*

❖ STAR Testing Report, Anne Eichman

**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 22 through 25)**

*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.*

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

- . 1 Approve attendance for two classified staff members from the Categorical Programs Office to the "How to Design Attention-Grabbing Brochures, Catalogs, Ads, Newsletters and Reports" workshop on September 23, 2004 in Pasadena. Expenditures of \$298 payable from the Title II funds.
- . 2 Approve attendance for eight 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.
- . 3 Approve/ratify attendance for seven certificated staff members from El Rancho High School to the "LANGUAGE! Training" workshop held on August 9-13, 2004 in Los Angeles. Training sponsored by the Los Angeles Unified School District at no cost to the District.
- . 4 Approve amendment to Board Item 291.1 approved on June 22, 2004 to increase expenditures by \$50 for one certificated staff member from El Rancho High School for attendance to the English Language & Composition AP Conference and Workshops on August 9-13, 2004 in Palos Verdes. This became necessary because the registration fee was not received in time for the early discount price. Therefore, cost of registration increased from \$550 to \$600. Expenditure of \$50 payable from El Rancho High School CSRD funds.

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

- .5 Approve Contract C-5714:04:05 with the Los Angeles County Office of Education in order to participate in the outdoor science and conservation education programs for the 2004-2005 school year, effective September 1, 2004 through June 30, 2005.

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

- .1 Approve Student Teaching Agreement between Chapman University, School of Orange, California and El Rancho Unified School District to provide teaching experience through practice teaching to students enrolled in teacher training curricula of the University. Chapman University shall pay the District for such services at the rate of \$250.00 to the Master Teacher per session of full-time directed teaching consisting of six units, payable from Staff Development funds. The term of this agreement shall be effective September 1, 2004 and shall continue through December 31, 2007.
- .2 Approve Student Teaching Fieldwork Agreement between the University of La Verne and El Rancho Unified School District to provide teaching experience through practice teaching to students enrolled in teacher training curricula of the University. La Verne University shall pay the District for such services at the rate not to exceed \$100.00 for each student in full-day directed teaching, payable from Staff Development funds. The term of this agreement shall be effective July 1, 2004 and will remain in effect until a new or altered contracted is requested by either the District or the University.
- .3 Approve Los Angeles County Children and Families First Proposition 10 Commission (AKA FIRST 5 LA) School Readiness Initiative Grant Agreement #00511 for \$589,926.00 beginning July 1, 2004 and ending June 30, 2005.
- .4 Approve Contract No. 04-908 with the City of Pico Rivera for joint funding of Special Event Law Enforcement Services, Truancy Officer. The total cost of \$48,110.00 for ten months from September 1, 2004 through June 30, 2005 will be payable from Special & Alternative Education funds.
- .5 Approve attendance of three SH (Severely Handicapped) Teachers, (two Birney Elementary and one Burke Middle School) at the TEACCH Core Training, on October 11-14, 2004, in Vista, CA. Estimated expenditure of \$5,925.00 payable from Special & Alternative Education/SH account.
- .6 Approve agreement for Vision Screening with Dr. Wayne W. Hoeft, O.D., for 2004-2005 school year. A complete vision screening of K, 2, 5 & 8<sup>th</sup> grade students at each school site during January with cost of services at (\$3.20) per student, not to exceed \$13,000.00 will be payable from the Health Services/General Fund Budget.

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

- .7 Approve reimbursement to the parents of an El Rancho Unified School District student for services rendered, heard before the California Special Education Hearing Office, in Whittier, CA on July 2, 2004. Expenditure of \$23,410.75 payable from Special & Alternative Education/Non Public School account.
- .8 Approve/Ratify Individual Service Tuition Agreement through the Whittier Area Cooperative Special Education Program between ERUSD and *Speech and Language Development Center*, effective July 6, 2004 through June 17, 2005, for a total sum not to exceed \$169,400.63.
- .9 Approve/Ratify Individual Service Tuition Agreement through the Whittier Area Cooperative Special Education Program between ERUSD and *Oralingua School for the Hearing Impaired, Inc.*, effective July 2, 2004 through June 16, 2005, for a total sum not to exceed \$57,460.00.
- .10 Approve/Ratify Addendum to General Service Tuition Agreement approved on September 23, 2003, Board Item 72.8, through the Whittier Area Cooperative Special Education Program and *Zinsmeyer Academy*. Change effective dates of July 1, 2003 through June 25, 2004, to the effective dates of July 1, 2003 through June 30, 2004. All other terms and conditions of the contract shall remain the same.
- .11 Approve/Ratify Addendum to the Individual Service Tuition Agreement approved on November 25, 2003, Board Item 108.7, through the Whittier Area Cooperative Special Education Program and *Zinsmeyer Academy*. Change effective dates of October 30, 2003 through June 25, 2004, to the effective dates of October 30, 2003 through June 30, 2004. No change in the original contract amount of \$25,860.16.
- .12 Approve/Ratify Individual Service Tuition Agreement through the Whittier Area Cooperative Special Education Program between ERUSD and *Mid Valley Learning Center*, effective June 17, 2004 through June 15, 2005, for a total sum not to exceed \$55,620.60.
- .13 Approve/Ratify Individual Service Tuition Agreement through the Whittier Area Cooperative Special Education Program between ERUSD and *Applied Behavior Consultants, Inc.*, effective July 6, 2004 through June 17, 2005, for a total sum not to exceed \$40,691.88.
- .14 Approve/Ratify Individual Service Tuition Agreement through the Whittier Area Cooperative Special Education Program between ERUSD and *Barbara Dawson Educational Center*, effective July 1, 2004 through June 23, 2005, for a total sum not to exceed \$55,725.98.

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

- . 1 Business Office Reports:
  - a. Miscellaneous Cash Collections Receipt Nos. 20769 through 20879 totaling \$419,109.24.
  - b. Purchase Order Nos. P166156 through P166389 and including prior numbered confirming orders totaling \$377,444.00 and Cafeteria Purchase Orders totaling \$5,420.00.
  - c. "A" Warrants Schedule C2K through 208 totaling \$5,876,242.72.
  - d. "B" Warrants Nos. 1171 through 1211 totaling \$2,724,539.41.
  - e. Revolving Cash No. 4897 through 4923 totaling \$20,700.93.
  - f. Clearing Account Nos. 1326 through 1327 totaling \$111,630.30.
- . 2 Adopt Resolution No. 6-2004/2005 approving Interfund Transfers from the District's unrestricted General Fund of \$300,000 into the Cafeteria Fund 13 and \$42,000 to the District's Child Development Fund 12.
- . 3 Approve annual contract with the Los Angeles County Office of Education for PeopleSoft Financial Systems Services for the 2004-2005 school year in the amount of \$77,490.54 payable from the General Fund.
- . 4 Approve two-year contract between the El Rancho Unified School District and the Los Angeles County Office of Education for professional services, as specified in the Enhancing Education through Technology (EETT) Grant, for the 2004-2005 and 2005-2006 school year. Total costs in the amount of \$60,000.00 are payable from the EETT Grant.
- . 5 Approve to have five (5) computers and four (4) monitors from Ruben Salazar High School declared obsolete and have them discarded.
- . 6 Approve final payment of \$105,595.67 to Morillo Construction, Inc. for the completion of the Rio Vista Elementary School Modernization Project. Total project payable from Modernization Funds.
- . 7 Approve final payment of \$97,481.37 to Morillo Construction, Inc. for the completion of the Magee Elementary School Modernization Project. Total project payable from Modernization Funds.
- . 8 Approve/Ratify the award for the South Ranchito Elementary School Demolition of Portable Classrooms contract to J & G Industries for a total low bid contract cost of \$16,470.00 payable from the 50/50 Matching Funds from Bond Proceeds Measure "A" and the State Hardship Grant.
- . 9 Approve to award the South Ranchito Elementary School Hardship Project to Atlas Allied, Incorporated for a total low bid contract cost of \$918,000.00, payable from the 50/50 Matching Funds from Bond Proceeds Measure "A" and the State Hardship Grant.

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

- .10 Approve lease-purchase of nine iBook wireless labs at a total cost of \$207,063.00, plus tax, payable through the Enhancing Education through Technology Grant.

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

- . 1 Presentation of ERFT’s Initial Proposal between El Rancho Federation of Teachers (ERFT) and El Rancho Unified School District (ERUSD) for the 2004-2005 school year and approve a public hearing for the regular meeting of September 14, 2004.
- . 2 Presentation of the District’s Initial Proposal between El Rancho Unified School District and El Rancho Federation of Teachers (ERFT) for the 2004-2004 school year and approve a public hearing for the regular meeting of September 14, 2004.
- . 3 Approve new job description for the position of Reading First Coordinator for the 2004-2005 school year.
- . 4 Approve new job description for the position of California Reading First Coach for the 2004-2005 school year.
- . 5 Approve 60-month New Lease Option for a Gestetner 6002 copier at a rate of \$600.79 per month for the duration of the lease/South Ranchito Elementary.
- . 6 Approve 60-month New Lease Option for a Gestetner 9002 Digital Copier and a Gestetner 332 Digital Color Copier at a rate of \$893.60 per month for the duration of the lease/District Office I.

*CONSENT AGENDA ITEMS 22 THROUGH 25:*

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.*

**26 First Reading of Board Policy and Administrative Regulation:**

- BP and AR 3511, Energy Management Conservation

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 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. 3-2004/2005**

- Teachers (11) Temporary Contracts
- Teachers (5) First-Year Probationary Contracts after completing one or more years of temporary service
- Teachers (8) First-Year Probationary Contracts
- Teachers (7) Resignations
- Teacher (2) Unpaid Leave of Absence
- Teachers (3) Permanent/Reemployment Status
- Teacher (1) State Pre-School Certificated Substitute/CDC
- Dean of Students/ERHS (1) Appointment
- Teacher (1) Extra-Duty Extra-Pay Assignment for attendance at the Participating Training as designated in the EETT (Enhancing Education Through Technology) Competitive Grant from August 16-19, 2004/North Park
- Counselor (1) Extra-Duty Extra-Pay Assignment for participation in 20 hours of EAGLE training effective July 28, 2004/ERHS
- Teachers (3) Extra-Duty Extra-Pay Assignment for attendance at the participating Teacher Training as designated in the EETT (Enhancing Through Technology) Competitive Grant from August 16-19, 2004/Rivera Middle
- Teacher (1) Per Diem Pay to attend the Participating Teaching Training as designated in the EETT (Enhancing Education Through Technology) Competitive Grant on August 9, 16 & 19, 2004
- Teacher (1) Stipend Pay Assignment to establish the After-School Vocal Music Club from October 1, 2004 through June 30, 2005/Rivera Middle

*CLOSED SESSION:*

- Teacher (1) Stipend Pay Assignment to establish the After-School Drama Club from October 1, 2004 through June 30, 2004/Rivera Middle
- Teachers (38) Extra-Duty Extra-Pay Assignment to conduct the Saturday School Program from October 9, 2004 through May 21, 2005/Rivera Middle
- Teachers (38) Extra-Duty Extra-Pay Assignment to conduct the After-School Tutoring Program from October 4, 2004 through May 20, 2005 on an as needed basis for the 2004-2005 school year/Rivera Middle
- Administrators (3) Extra-Duty Extra-Pay Assignment to serve on a rotating supervising assignment for the Saturday School Program from October 9, 2004 through May 21, 2005/Rivera Middle
- Teacher (1) Stipend Pay Assignment to serve as the Testing Coordinator from September 1, 2004 through May 31, 2005/Rivera Middle
- Teachers (26) Extra-Duty Extra-Pay Assignment to participate in after-school follow-up Project ALPHA meetings from September 2004 through June 2005/ERHS & Salazar
- Teachers (27) Extra-Duty Extra-Pay Assignment to participate in after-school follow-up Project ALPHA meetings from September 2004 through June 2005/Elementary Schools
- Teachers (50) Extra-Duty Extra-Pay Assignment to participate in after-school Project ALPHA follow-up meetings/Burke, North Park & Rivera Middle
- Teachers (7) Extra-Duty Extra-Pay Assignment for attendance at the LANGUAGE! Training workshop held on August 9-13, 2004/ERHS
- Teachers (8) Extra-Duty Extra-Pay Assignment to conduct the Saturday School, one Saturday per month, one teacher per month, from August 28, 2004 through June 4, 2005/Salazar
- Teacher (1) Stipend Pay Assignment to serve as National University Master Teacher/Salazar
- Teacher (1) Extra-Duty Extra-Pay Assignment to provide Resource Specialist services to students from July 28, 2004 through August 20, 2004/Salazar
- Teachers (4) Extra-Duty Extra-Pay Assignment to facilitate a "model classroom" environment for elementary and secondary teachers from August 16-17, 2004/BTSA
- Teachers (93) Day-To-Day Substitutes

(2) Public Employee Appointment/Evaluation/Resignation/Dismissal/Release:  
Classified Register No. 3-2004/2005

- Probationary Employment (1) Clerk Typist II
- Probationary Employment (1) Director of Fiscal Services
- Probationary Employment (1) Secretary/School Secretary
- Resgnation (1) School Secretary
- Resgnation (1) Child Care Attendant
- Temporary Employment (1) Clerk Typist I
- Temporary Employment (2) Data Processing Clerk I
- Assignment Change (1) Clerk Typist II
- Assignment Change (1) Computer Resource Aide
- Assignment Change (1) Data Processing Clerk I
- Assignment Change (2) Cafeteria Helper I
- Working Out of Category (1) School Secretary
- Working Out of Category (1) Bookkeeper
- Summer Assignment (1) Child Care Attendant
- Summer Assignment (2) Computer Resource Aide
- Summer Assignment (2) Instructional Aide I
- Summer Assignment (3) Instructional Aide III
- Summer Assignment (3) Library Media Technician
- Summer Assignment (1) School Secretary



*CLOSED SESSION:*

- Summer Assignment (1) Custodian
- Summer Substitute Employment (1) Custodian
- Summer Substitute Employment (1) Child Care Attendant
- Summer Substitute Employment (1) Instructional Aide/S.H.
- Substitute Employment (1) Account Clerk
- Substitute Employment (3) Child Care Attendant
- Substitute Employment (1) Clerk Typist II
- Substitute Employment (1) Custodian
- Substitute Employment (1) School Secretary
- Substitute Employment (48) Instructional Aide/R.S.P.
- Substitute Employment (48) Instructional Aide/S.D.L.
- Substitute Employment (48) Instructional Aide/L.H.
- Substitute Employment (48) Instructional Aide/S.H.
- Substitute Employment (11) Cafeteria Helper I
- Unclassified Employment (2) ASB Worker
- Unclassified Employment (2) College Tutor
- Unclassified Employment (1) Instructional Aide Trainee
- Unclassified Employment (1) School Safety Officer

(3) Conference with Labor Negotiators Edward L. Kunkel and Alfred L. Ogas:  
ERFT/CSEA/ERASA/Other Unrepresented Employees

(4) Conference with Legal Counsel – Anticipated Litigation; Government Code section  
54956.9(b) - one case

*RECONVENE INTO OPEN SESSION:*

*PUBLIC REPORT OF CLOSED SESSION ACTION:*

- (1) \_\_\_\_\_
- (2) \_\_\_\_\_
- (3) \_\_\_\_\_
- (4) \_\_\_\_\_

**27** Approve/Ratify Certificated Employment Register No. 3-2004/2005

**28** Approve/Ratify Classified Employment Register No. 3-2004/2005

*ACTION ITEMS 27 THROUGH 28:*

M\_\_\_\_\_S\_\_\_\_\_Vote\_\_\_\_\_

(Exception:\_\_\_\_\_)

*ADJOURNMENT:*

M\_\_\_\_\_S\_\_\_\_\_Vote\_\_\_\_\_