

EL RANCHO UNIFIED SCHOOL DISTRICT
Pico Rivera, California

BOARD OF EDUCATION
Regular Meeting
7:00 PM

January 28, 2003
City Council Chambers
6615 Passons Blvd.

A G E N D A

CALL TO ORDER: Raul P. Salcido, President

PLEDGE OF ALLEGIANCE: Larry Mora, Valencia Elementary
Student Council President

ROLL CALL: Raul P. Salcido, President
Frank P. Boyce, Vice President
Lupe Salas, Clerk
Vincent Chavez, Member
Rita Jo Ramirez, Member

ADMINISTRATIVE CABINET: Norbert D. Genis, Superintendent
D. Anne Eichman, Assistant Superintendent
Alfred L. Ogas, Assistant Superintendent
Susanna S. Smith, Acting Assistant Superintendent
Barbara J. Moore-Brown, Director
David L. Fuller, Business Manager

ASB BOARD MEMBER: Adriana Arroyo, ASB President/El Rancho H.S.

RECORDER: Victoria N. Chavez

VISITORS: Register No. 13-2002/2003

ACKNOWLEDGMENT OF GUEST(S):

STUDENT GOVERNMENT, VALENCIA ELEMENTARY:

ASB REPORT:
Adriana 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.

- ◆ Completion of Library Media Assistant Certificate Program
Victoria Sartwell, Dean of Student Learning, Rio Hondo Community College

RECESS:

The Superintendent recommends that the Board of Education:

ADOPTION OF MINUTES:

141 Adopt the minutes of the Board of Education’s regular meeting held January 14, 2003.

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.

- ◆ District Budget Development Process

BOARD OF EDUCATION REPORTS:

Board members have an opportunity to report and discuss information regarding conference participation, committee updates, and other district-wide activities.

PUBLIC HEARING:

Hold public hearing for ERASA’s Initial Proposal between El Rancho Administrators and Supervisors Association (Certificated/Classified Bargaining Unit) and El Rancho Unified School District for the 2002-2003 school year. (Approved January 14, 2003, Item No. 131.1)

PUBLIC HEARING:

Hold public hearing for the District’s Initial proposal between the El Rancho Unified School District and El Rancho Administrators and Supervisors Association (Certificated/Classified Bargaining Unit) for the 2002-2003 school year. (Approved January 14, 2003, Item No. 131.2)

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 or general public agenda. Citizens desiring to introduce items not on the consent or general public 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 142 through 146)

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.

142 SUPERINTENDENT – Norbert Genis (562) 801-5199

- .1 Approve formation and initiation of the District Budget Development Process with inherent committees and timelines.

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

- .1 Approve attendance for one assistant principal from El Rancho High School to attend the Association for Supervision and Curriculum Development (ASCD) Annual Conference on March 6-10, 2003 in San Francisco. Expenditures of \$1,542 payable from El Rancho High School CSRD funds.
- .2 Approve attendance for one certificated staff member from El Rancho High School to attend the "How to Design Attention-Grabbing Brochures, Catalogs, Ads, Newsletters and Reports" workshop on February 13, 2003 in Ventura. Expenditures of \$357 payable from El Rancho High School CSRD funds.
- .3 Approve attendance for one certificated staff member from Valencia Elementary School to attend the Reading Recovery Council of California conference titled "Celebrating the 12th Anniversary of Reading Recovery in California" on March 7-8, 2003, in Sacramento. Expenditures of \$639.50 payable from Valencia Elementary School II/USP Grant funds.
- .4 Approve/ratify attendance for one certificated staff member from Birney Elementary School to attend the "How to Handle the Hard to Handle Student K-5" conference on January 22, 2003 in Anaheim. Expenditures of \$300 payable from Birney Elementary School Title I funds.
- .5 Approve participation for one certificated staff member from Burke Middle School in the "Engaging Middle School Girls in Science and Math" course offered by the U.S. Department of Education during the month of February 2003. Expenditure of \$80 payable from Burke Middle School Association of American University Women's (AAUW) Eleanor Roosevelt Teacher Fellowship funds.

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

- .6 Approve attendance for one certificated staff member from Burke Middle School to the "Girl's Circle Training" course offered by the Orange County Department of Education on February 13-14, 2003. Expenditure of \$375 payable from Burke Middle School Association of American University Women's (AAUW) Eleanor Roosevelt Teacher Fellowship funds.
- .7 Approve the performance of the Rivera Middle School Band at Disneyland on February 4, 2003. PTC will provide transportation. Expenditures for transportation not to exceed \$400 payable from Rivera Middle School ASB funds.
- .8 Approve educational field trip and participation for 45 students, 2 teachers and 2 parent volunteers from Rivera Middle School in the Outdoor Education Program at the Catalina Island Marine Institute on February 17-19, 2003. Land transportation provided by PTC. Water transportation provided by Catalina Cruises aboard a Coast Guard approved vessel. Expenditures of \$600 payable from Rivera Middle School Title I funds.
- .9 Approve educational field trip for 25 Outdoor Club/Fishing and Service Organization student members, 6 certificated staff members, and parent volunteers from El Rancho High School to Sandstone in Malibu on Saturday, February 1, 2003. The hikers will depart from El Rancho High School. Transportation to be provided by parents and faculty members. District driver insurance forms have been submitted for all drivers and students will be required to submit a parent permission slip indicating that private transportation is to be used. No cost to the District will be incurred.
- .10 Approve educational field trip for 60 members of the Biology Club and 4 teachers from El Rancho High School to the Catalina Island Marine Institute, on February 28-March 2, 2003 (Friday-Sunday). Land transportation provided by PTC. Water transportation provided by Catalina Cruises aboard a Coast Guard approved vessel. Total expenditures of \$8,882 will be raised through fundraisers with some financial assistance from UC Partners at no cost to the District.
- .11 Approve the participation of the El Rancho High School Wrestling Program in the State Championship at Pacific University in Stockton on March 6-8, 2003 (Thursday-Saturday). Accommodation will be at the Marriott. El Rancho van transportation will be provided and driven by Mr. Joe Alvarado, wrestling coach. Total expenditures of \$450 payable from the El Rancho Wrestling Team Program at no cost to the District.

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

- .12 Approve/ratify the agreement for the next phase of inservice for Renaissance Learning staff development training at Burke Middle School from January 13, 2003 through June 16, 2003. Expenditure of \$27,739.61 payable from Burke Middle School Title I and Governor's Performance Awards funds API.
- .13 Approve/ratify consultant agreement with Toby Larson Communications to provide six workshops in the area of writing and literacy development for the staff of Magee Elementary School on January 8, February 12, 13, 26, March 5 and 12, 2003. Expenditure of \$5,600.00 payable from Magee Elementary School Title I funds.
- .14 Approve consultant agreement with Toby Larson Communications to present one full day of training in the area of writing for Valencia Elementary School K-5th grade teachers on January 30, 2003, and one full day of classroom demonstrations on February 18, 2003. Expenditures of \$2,800 payable from II/USP funds.
- .15 Approve the donation/gift of a used Forester piano to the students and staff of Obregon Elementary School.
- .16 Approve the 2002-2003 SY one-time "Governor's Performance Awards" expenditures for North Ranchito Elementary School.
- .17 Approve the 2002-2003 SY one-time "Governor's Performance Awards" expenditures for Rivera Elementary School.
- .18 Approve agreement with the Rio Hondo Symphony Association to conduct Music Enrichment Programs for 4th and 5th grade students at seven elementary schools. The programs will be conducted from January 29, 2003 through February 28, 2003 and scheduled by the principals and the Symphony Association. Estimated expenditures of \$1,565.00 payable from Durfee Elementary PTO (\$250), Magee Elementary Title I funds (\$250), Meller Elementary Title I funds (\$250), Pio Pico Elementary Title I funds (\$125), Rivera Elementary Title I funds (\$250), Selby Grove Elementary Title I funds (\$190), and South Ranchito Elementary Title I funds (\$250).

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

- .1 Approve attendance of two preschool teachers to the "Zoo-phonics Workshop" in Anaheim on February 1, 2003. Expenditures of \$625.00 payable from State Preschool funds.

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

- . 2 Approve/ratify amendment to Educational Related Services contract, Bd. Item 85.3, approved November 12, 2002, to change estimated expenditures from \$17,174.96 to \$29,350.22, for the period between August 29, 2002 and July 31, 2003, to be reimbursed through Medi-Cal.
- . 3 Approve addendum to Board Item 21.12, approved August 27, 2002, for three additional days for Dr. Jean Davis of the Pulliam Group to provide instructional support of El Rancho High School's special education program, at the rate of \$4,500. Mileage to be paid at the rate of 36.5 cents per mile, and meals and other expenses incurred. Expenditures of \$2,400 will be payable from CalSTAT grant and \$2,100 payable from El Rancho High School CSRD funds.
- . 4 Approve/ratify General and Individual Service Tuition Agreements through the Whittier Area Cooperative Special Education Programs between ERUSD and *Zinsmeyer Academy*, effective December 2, 2002 through June 30, 2003, for an approximate total of \$43,346.02
- . 5 Approve/ratify Individual Service Tuition Agreements through the Whittier Area Cooperative Special Education Programs between ERUSD and *Gallagher Pediatric Therapy*, effective July 1, 2002 through June 30, 2003, \$75.00 per hour Occupational Therapy sessions, not to exceed 137 hours, for an approximate total of \$10,275.00.
- . 6 Approve/ratify Addendum to the Individual Agreement approved on December 10, 2002, Board Item 117.5, through the Whittier Area Cooperative Special Education Program and *Total Communication Center Inc.*, change the effective dates of the current Individual Agreement from August 7, 2002 through June 19, 2003, to August 7, 2002 through June 30, 2003, include additional services; new contract amount \$14,224.00.

145 DIVISION OF BUSINESS SERVICES -- David Fuller (562) 801-5294

- . 1 Accept the 2001/2002 Audit Report.
- . 2 Approve final payment of \$118,434.26 to Current Enterprises, Inc. for the completion of the Valencia Elementary School Modernization Project and authorize David L. Fuller, Business Manager, to sign all necessary paperwork. Total project payable from Modernization Funds.
- . 3 Approve final payment of \$128,816.65 to Morillo Construction for the completion of the North Park Middle School Modernization Project and authorize David L. Fuller, Business Manager, to sign all necessary paperwork. Total project payable from Modernization Funds.

145 DIVISION OF BUSINESS SERVICES -- David Fuller (562) 801-5294

- . 4 Approve the attendance of participants to the Eagle Software March 2003 Users' Conference on March 10-11, 2003 at the Ontario Convention Center, Ontario, California at a cost of \$1,125.00 from the California Technical Assistance Project Grant.

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

- . 1 Accept ERASA's Initial Proposal between the El Rancho Administrators and Supervisors Association (ERASA - Certificated/Classified Bargaining Unit) and El Rancho Unified School District (ERUSD) for negotiations for the 2002-2003 school year.
- . 2 Accept the District's Initial Proposal between El Rancho Unified School District (ERUSD) and El Rancho Administrators and Supervisors Association (ERASA) for negotiations for the 2002-2003 school year.

CONSENT AGENDA ITEMS 142 THROUGH 146:

M_____S_____Vote_____

(Exception:_____)

GENERAL PUBLIC:

Education Code 35145.5 provides that members of the public may place matters directly related to school district business on the agenda of school district governing board meetings.

147 GENERAL PUBLIC

- . 1 Approve and require the redistribution of current and complete Board Policy manuals to all school sites, offices, and district offices by February 1, 2003.
- . 2 Approve and require the posting of Board Policy on the district's web server in PDF format for public download by March 1, 2003.
- . 3 Approve the posting of the public, non-abbreviated versions of board agendas and addendums considered public record for all Board of Education meetings on the district's web site for Internet download by the public with the requirement that the version for download be in PDF format and posted on the Internet at least 72 hours before regular board meetings and addendums be posted within 48 hours of a board meeting's conclusion commencing by the second board meeting of March 2003.

147 GENERAL PUBLIC

- .4 Approve of and require a search for programs that might be used by the district to provide a career ladder for classified employees desiring to become teachers with a final report of the options available to the district to be publicly provided by the first board meeting of March 2003.
- .5 Approve the taping of Board of Education board meetings to be broadcast on cable television channel(s) accessible to the El Rancho Unified School District. Approve that a solution for broadcasting be presented by district administration for board approval at the next regularly scheduled board meeting, in open session, with the stipulation that re-broadcasting of meetings be regularly and reasonably scheduled for viewing at least three times weekly (on different days and intermixed between morning, mid-day, and evening) as well as at least once during weekends.
- .6 Approve and reasonably require that a functioning microphone for use by members of the community be available during Board of Education meetings while speaking at the podium commencing by the first board meeting in February 2003.
- .7 Approve and require a report/presentation in open session by the Business Manager on the affects of budget cuts, possible methods of conservation of funds, in a site/department level analysis of positions, expenses, overtime, capital outlay, etc. and options available to the district for stable fiscal operation, with the consideration that layoffs of bargaining unit members should be minimal (if any), by the first board meeting of March 2003.
- .8 Approve and order the freezing of fifteen percent (15%) of non-personnel expenditures (excluding modernization funds) in departments and school sites throughout the district.
- .9 Approve and order the termination of the block schedule system for the 2003/2004 school year at El Rancho High School.
- .10 Approve the creation of the "District Budgetary Advisory Council to the Board" to include one voting stakeholder and an alternate appointed by the individual organizations/chapters of both teacher unions in the El Rancho Unified School District, CSEA Chapter 107, the Committee for Improvement of Education in Pico Rivera, chairperson of the district advisory committee, and include one non-voting administrator to function as presiding officer. Meetings for said council to be held on the first Tuesday of each month and to be open to the public under the rules and guidelines of the Brown Act.

147 GENERAL PUBLIC

- .11 Approve and order that the parents who have signed statements of disapproval with the District Preparatory Academy at El Rancho High School (also known as the 8 1/2 grade) desiring to have their children removed from the program be accommodated and their children transferred out of the DPA into a standard class schedule at El Rancho High School.
- .12 Approve and require that minutes of board meetings be created in verbatim format retroactive to the January 14, 2003 board meeting.

GENERAL PUBLIC ITEMS 147.1-12:

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. 12-2002/2003

- Teachers (3) Day-To-Day Substitute Teachers
- Teacher (1) Signing Bonus
- Teacher (1) Adult School Substitute
- Teacher (1) Retirement

CLOSED SESSION:

- Teacher (1) Stipend Pay Assignment to assist in and monitor students on the yearbook staff/Salazar
- Teachers (2) Stipend Pay Assignment for attendance at a two-day Renaissance Reading Inservice/ Burke
- Teachers (3) Stipend Pay Assignment to complete the Single Plan for Student Achievement/Magee
- Teachers (2) Extra-Duty Extra-Pay Assignment to teach pupils in the Independent Study and Home/ Hospital Teaching program
- Teacher (1) Stipend Pay Assignment to provide supervision to one intern psychologist for t he 2002-2003 school year
- Teacher (1) Stipend Pay Assignment to provide special education services for the students

(2) Public Employee Appointment/Evaluation/Resignation/Dismissal/Release:
Classified Register No. 12-2002/2003

- Probationary (1) Cook/Baker
- Resignation (1) Instructional Aide II
- Release of Employment (10) Non-Compliance of Federal Legislation on the “No Child Left Behind Act of 2001” and Paraprofessional Requirements
- Leave of Absence (1) Instructional Aide I
- Working Out Of Category (1) Lead Custodian
- Working Out of Category (1) Head Custodian I
- Substitutes (3) Cafeteria Helper I
- Substitutes (3) Child Care Attendants
- Unclassified (3) ASB Workers
- Unclassified (2) Instructional Aide Trainees
- Unclassified (1) Safety/Violence Prevention Officer
- Unclassified (1) Walk/On Coach Asst. GAA Soccer
- Unclassified (1) Walk/On Coach JV Girls Soccer
- Unclassified (1) Walk/On Coach JV Water Polo GAA

(3) Student Disciplinary Matters: Students A through D

(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) _____

- 148 Approve/ratify Certificated Employment Register No. 12-2002/2003
- 149 Approve/ratify Classified Employment Register No. 12-2002/2003
- 150 Student Expulsion: Student A
- 151 Student Expulsion: Student B
- 152 Student Expulsion: Student C
Information: Student D

ACTION ITEMS 148 THROUGH 152:

M_____ S_____ Vote_____

(Exception:_____)

ADJOURNMENT:

M_____ S_____ Vote_____