

EL RANCHO UNIFIED SCHOOL DISTRICT
Pico Rivera, California

BOARD OF EDUCATION
Regular Meeting
7:00 PM

October 14, 2003
City Council Chambers
6615 Passons Blvd.

A G E N D A

- CALL TO ORDER:* Raul P. Salcido, President
- PLEDGE OF ALLEGIANCE:* Pio Pico Elementary School
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, Assistant Superintendent
Barbara J. Moore-Brown, Director
- ASB BOARD MEMBER:* Chris Arroyo, ASB Vice President/El Rancho H.S.
- RECORDER:* Victoria N. Chavez
- VISITORS:* Register No. 6-2003/2004
- ACKNOWLEDGMENT OF GUEST(S):*
- STUDENT GOVERNMENT, PIO PICO ELEMENTARY:*

ASB REPORT:
Chris Arroyo, ASB President at El Rancho High School, will report on past and future activities.

The Superintendent recommends that the Board of Education:

ADOPTION OF MINUTES:

78 Adopt the minutes of the Board of Education’s regular meeting held September 23, 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.

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 79 through 82)

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.

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

- . 1 Approve attendance for two fourth grade teachers from Valencia Elementary School to attend the “Teaching Word Problems Made Easy” conference on November 13, 2003, in San Bernardino, California. Total expenditures of \$578.00 payable from Valencia’s II/USP funds.
- . 2 Approve attendance for two fourth grade teachers from Valencia Elementary School to attend the “Rick Morris” Classroom Management seminar on October 21, 2003, in Pomona, California. Total expenditures of \$618.00 payable from Valencia’s II/USP funds.

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

- . 3 Approve/ratify conference attendance for one certificated staff member from El Rancho High School to the California Science Education Conference on October 9-12, 2003 in Long Beach, California. Expenditures of \$615.50 payable from El Rancho High School CSRD funds.
- . 4 Approve workshop attendance for four certificated staff members from El Rancho High School to the Graphing Calculator Workshop on November 14, 2003 in Fullerton, California. Expenditures of \$720.00 payable from El Rancho High School CSRD funds.
- . 5 Approve participation/attendance for four certificated staff members from El Rancho High School to the Co-nect National Conference on October 15-18, 2003 in Atlanta, Georgia. Registration costs for teachers are covered by contract with Co-nect as part of the CSRD Program Grant. Expenditures of \$1,175.38 payable from El Rancho High School CSRD Program funds.
- . 6 Approve educational field trip for 20 El Rancho High School Outdoor Club Members and six teachers to Mount Lowe, California, on Saturday, October 25, 2003. Parents and faculty members 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.
- . 7 Approve educational field trip for 80 first grade students, four teachers, instructional aides and parent volunteers from Birney Elementary School to Rubidoux Nature Center in Rubidoux, California on January 16, 2004; and Transportation Agreement with Richmond Bus Company. Expenditures of \$625.00, for admission and transportation, payable from Birney Dad's Club funds.
- . 8 Approve participation of the North Park Middle School Band in the National Band Festival in New York City from April 5-10, 2004. PTC will provide transportation to and from airport. Transportation expenses of \$500.00 payable from ASB funds. North Park Band Boosters will raise funds and seek donations to cover all other costs.
- . 9 Approve consultant agreement with Valentine's Traveling Nature Class to provide four workshops (one hour per classroom) for first grade students at Birney Elementary School on May 6, 2004. The focus of the workshops will be on reptiles and insects. Expenditures of \$375.00 payable from Birney Elementary Dad's Club funds.

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- .10 Approve consultant agreement with John Valentine's Traveling Nature Class to provide structured classes and live animal demonstrations at Meller Elementary School for three and one half full-day sessions on March 30, March 31, April 1 and April 2, 2004. Expenditures of \$1,650.00 payable from Meller Elementary SIP funds.
- .11 Approve consultant agreement with Toby Larson, consultant, to inservice North Ranchito Elementary School staff on the Step Up To Writing Program on October 22, 2003 and January 12, 2004. Expenditures of \$2,100 payable from North Ranchito Elementary School Title I funds.
- .12 Approve consultant agreement with Toby Larson Communications to present an all-day in-service for Valencia Elementary School Kindergarten through Fifth grade teachers on October 22, 2003. Expenditures of \$750.00 payable from Valencia Elementary School II/USP funds.
- .13 Approve consultant agreement with Tony Wold, consultant, to inservice administrators and teacher representatives on the systematic approach for the identification of "power standards" in the following curricular areas: mathematics and language arts (K-9). Inservices will be conducted on October 23, November 5, November 17, and December 2, 2003, not to exceed a total of four days. Expenditures of \$6,800.00 payable from Centralized Title II Professional Development funds.
- .14 Approve consultant agreement with Peter A. "Tony" Wold, consultant, for services and training provided to Mary E. Meller Elementary School's certificated staff. Mr. Wold will provide a one-day training seminar at Meller Elementary School on October 22, 2003. Expenditure of \$750.00 payable from Meller Elementary School II/USP funds.
- .15 Approve agreement with Marcy Romero, consultant, to provide translations and desktop publishing services to Durfee Elementary School for the 2003-04 school year, effective October 15, 2003 through June 30, 2004. Fees for these services shall not exceed \$500.00 payable from Durfee Elementary School EIA/LEP funds.
- .16 Approve donation of technology equipment from California State University, Los Angeles to El Rancho Adult School to be used in the ESL Technology class. Estimated value of the equipment is \$3,000.00.

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

- .1 Approve Resolution No. 13 - 2003/04 honoring Stephen W. McCluer as Hall of Fame 2003 Inductee.

80 DIVISION OF RESEARCH/EVALUATION/STAFF DEVELOPMENT --

Anne Eichman (562) 801-5197

- . 2 Approve Resolution No. 14 - 2003/04 honoring Anthony M. Peters as Hall of Fame 2003 Inductee.
- . 3 Approve Resolution No. 15 - 2003/04 honoring Mike T. Sepulveda as Hall of Fame 2003 Inductee.
- . 4 Approve/Ratify Amendment #2 to Board Item 260.2 dated 6/10/03 between El Rancho Unified School District and Ira Nelken & Associates for proposal additions and revisions on the School Readiness Grant through October 30, 2003 for an additional cost of \$3,000.00. Total additional expenditure of \$3,000.00 payable from First 5 LA Planning Grant.
- . 5 Approve/Ratify appointment of Ruth Villaneda, two-year term (2003-2005), as Parent Representative to the Community Advisory Council of the Whittier Area Cooperative Special Education Program.
- . 6 Approve consultant agreement with Dr. Judy Montgomery of Chapman University to conduct training for elementary Resource Specialists, Special Day Class teachers, speech-language pathologists and psychologists on October 17, 2003. Estimated expenditure of \$3,000.00 payable from California Reading Initiative and Special Education account.
- . 7 Approve/Ratify General and Individual Service Tuition Agreement through the Whittier Area Cooperative Special Education Program between ERUSD and Leeway School for Educational Therapy, effective July 1, 2003 through June 30, 2004, as per Individualized Education Program, for a total sum not to exceed \$29,870.50.
- . 8 Approve/Ratify Individual Service Tuition Agreement through the Whittier Area Cooperative Special Education Program between ERUSD and Rossier Park Elementary School for Educational Therapy, effective September 8, 2003 through June 18, 2004, as per Individualized Education Program, for a total sum not to exceed \$33,270.00.
- . 9 Approve/Ratify General and Individual Service Tuition Agreement through the Whittier Area Cooperative Special Education Program between ERUSD and Gallagher Pediatric Therapy, effective July 1, 2003 through June 30, 2004, as per Occupational Therapy sessions, not to exceed 76 sessions, for a total sum not to exceed \$5,700.00.
- . 10 Approve/Ratify General and Individual Service Tuition Agreement through the Whittier Area Cooperative Special Education Program between ERUSD and The Cleta Harder Developmental School, effective July 7, 2003 through June 10, 2004, as per Individualized Education Program, for a total sum not to exceed \$48,202.40.

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

- .11 Approve/Ratify Individual Service Tuition Agreement through the Whittier Area Cooperative Special Education Program between ERUSD and Rossier Park Elementary School, effective September 8, 2003 through June 18, 2004, as per Individualized Education Program, for a total sum not to exceed \$62,220.00.
- .12 Approve/Ratify Addendum to General Service Tuition Agreement, approved on September 9, 2003, Board Item 53.10, through the Whittier Area Cooperative Special Education Program between ERUSD and Barbara Dawson Educational Center. The purpose is to delete Counseling \$58.56 per hour and add Counseling \$58.86 per hour (increase \$.30 per hour) effective July 1, 2003 through June 18, 2004.
- .13 Approve/Ratify Addendum to General Service Tuition Agreement, approved on September 9, 2003, Board Item 53.10, through the Whittier Area Cooperative Special Education Program between ERUSD and Barbara Dawson Educational Center, non-public school for special education students: add \$.30 per hour per student for Counseling Services. Total new contract not to exceed \$86,439.96.

81 DIVISION OF BUSINESS SERVICES -- (562) 801-5294

- . 1 Approve/Ratify Business Office Reports:
 - a. Miscellaneous Cash Collections Receipt Nos. 19482 through 19579 totaling \$1,137,435.53.
 - b. Purchase Order Nos. P164740 through P164973 and including prior numbered confirming orders totaling \$1,099,303.28 and Cafeteria Purchase Orders totaling \$205,391.31.
 - c. "A" Warrants Schedule C1B through 267 totaling \$1,277,978.08.
 - d. "B" Warrants Nos. 761 through 799 totaling \$1,217,574.25.
 - e. Revolving Cash Check No. 4848 through 4857 totaling \$14,658.83.
 - f. Clearing Account Nos. 1292 through 1294 totaling \$332,384.20.
- . 2 Adopt Resolution 11-2003/2004 authorizing temporary interfund borrowing of cash to meet cash flow shortages in specific funds in fiscal year 2003/2004 and authorize Lydia Cano, Director of Fiscal Services, to sign any necessary paperwork.
- . 3 Adopt Resolution No. 12-2003/2004 approving Interfund Transfers not to exceed \$300,000 from the District's unrestricted General Fund to the District's Self Insurance Fund.

81 DIVISION OF BUSINESS SERVICES -- (562) 801-5294

- .4 Approve contract renewal with Business Machines & Equipment Corporation for the 2003-2004 fiscal year for district-wide typewriter repair and service. Total cost not to exceed \$4,000 payable from Maintenance & Operations Division account.
- .5 Approve funding for Billie Saavedra to attend the Dealing Effectively With Unacceptable Employee Behavior Seminar, December 3, 2003 in Anaheim. Cost of \$149.00 to be paid from Cafeteria Funds.

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

- .1 Approve 60-month lease/purchase of a copier for Magee Elementary (SIP Funds). The funds used to purchase copier will be funds that have been encumbered for the 2003-2004 school budget. Monthly payments will be equal to or possibly less than paid for the old copier.
- .2 Approve 60-month lease/purchase of a copier for Rivera Elementary (SIP Funds). The funds used to purchase copier will be funds that have been encumbered for the 2003-2004 school budget. Monthly payments will be equal to or possibly less than paid for the old copier.
- .3 Approve 60-month lease/purchase of a copier for Rivera Middle (SIP Funds). The funds used to purchase copier will be funds that have been encumbered for the 2003-2004 school budget. Monthly payments will be equal to or possibly less than paid for the old copier.
- .4 Approve 60-month lease/purchase of a copier for Selby Grove Elementary (SIP Funds). The funds used to purchase copier will be funds that have been encumbered for the 2003-2004 school budget. Monthly payments will be equal to or possibly less than paid for the old copier.
- .5 Approve 60-month lease/purchase of a copier for North Ranchito (SIP Funds). The funds used to purchase copier will be funds that have been encumbered for the 2003-2004 school budget. Monthly payments will be equal to or possibly less than paid for the old copier.
- .6 Approve 60-month lease/purchase of a copier for North Park Middle (SIP Funds). The funds used to purchase copier will be funds that have been encumbered for the 2003-2004 school budget. Monthly payments will be equal to or possibly less than paid for the old copier.
- .7 Approve new job description for the position of Chief Business Officer and placement on Management Salary Schedule.

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

- . 8 Presentation of ERASA’s Initial Proposal between the El Rancho Administrators and Supervisors Association (ERASA) and El Rancho Unified School District (ERUSD) for the 2003-2004 school year; and approval of a public hearing for the regular meeting of October 28, 2003.
- . 9 Presentation of the District’s Initial Proposal between El Rancho Unified School District and El Rancho Administrators and Supervisors Association (ERASA) for the 2003-2004 school year; and approval to schedule a public hearing for the regular meeting of October 28, 2003.

CONSENT AGENDA ITEMS 79 THROUGH 82:

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 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. 6-2003/2004

- Teachers (4) El Rancho Adult School Substitutes
- Teacher (1) Permanent Status
- Teachers (5) Substitutes
- Teacher (1) Resignation
- Teachers (2) Long-Term Contracts
- Teacher (1) Extra-Duty Extra-Pay Assignment to provide an After-School Enrichment program for Cal works students sponsored by Los Angeles County Office of Education from July 1, 2003 through September 30, 2003/Magee
- Teachers (3) Extra-Duty Extra-Pay Assignment to implement the After-School Tutoring Program as designed in the Single Plan for Student Achievement from October 20, 2003 through May 20, 2004/North Ranchito
- Teachers (9) Stipend Pay to serve as ASB Advisor and monitor student progress and facilitate the implementation of the Single Plan for Student Achievement from October 15, 2003 through June 16, 2004/North Park
- Teacher (1) Stipend Pay to monitor the RESULTS Assessment Program as designed in the Single Plan for Student Achievement for the 2003-2004 school year/North Ranchito
- Teachers (3) Stipend Pay to serve in the positions of annual advisor, newspaper advisor, band director, and marching band director first semester 2003-2004 school year/North Park
- Teachers (38) Extra-Duty Extra-Pay Assignment to participate in the After-School Tutoring Program from October 6, 2003 through May 21, 2003/Rivera Middle
- Teachers (5) Extra-Duty Extra-Pay Assignment to develop materials and facilitate technology workshops for El Rancho employees from October 7, 2003 through April 24, 2004
- Teachers (8) Stipend Pay Assignment to prepare students for various district competitions, Drill Team, Math Counts, Science Bowl and Spelling Bee from October 17, 2003 through May 14, 2004/Burke Middle
- Teacher (1) Extra-Duty Extra-Pay Assignment to participate as student council advisor from October 15, 2003 through June 17, 2004/North Ranchito
- Teacher (1) Extra-Duty Extra-Pay Assignment to assist the Language Program from October 15, 2003 through June 30, 2004/ERHS
- Teachers (3) Extra-Duty Extra-Pay Assignment to participate in the creation of the Math Intervention Program from October 15, 2003 through October 30, 2003/ERHS
- Teachers (2) Stipend Pay Assignment to participate in the implementation of the Mathcounts Program from October, 2003 through June 30, 2004/Rivera Middle
- Teachers (12) Extra-Duty Extra-Pay Assignment to provide before and after-school instruction from October 15, 2003 through May 24, 2004/South Ranchito
- Teacher (1) Extra-Duty Extra-Pay Assignment to provide After-School Math Intervention Program for students who are performing below grade level from October 15, 2003 through June 10, 2004/Valencia
- Teacher (1) Extra-Duty Extra-Pay Assignment to provide assistance to at-risk students in the completion of homework in after-school tutoring sessions from October 7, 2003 through June 10, 2004/Valencia
- Teacher (1) Stipend Pay Assignment to provide direct services to the staff and parents in the area of technology as designed in the Single Plan for student Achievement for the 2003-2004 school year/North Ranchito
- Teacher (1) Extra-Duty Extra-Pay Assignment to provide direct instruction in the school's extended learning Science model for the Gifted and Talented program as designed in the Single Plan for Student Achievement for the 2003-2004 school year/North Ranchito
- Teachers (2) Stipend Pay Assignment to assist teachers of Title I students in implementing the computer program requirements, assist in placement testing, generating the information data and trouble shooting both the hardware and software of the Renaissance Reading and Renaissance Math programs from October 1, 2003 through May 15, 2004/Burke Middle

CLOSED SESSION:

- Teachers (22) Supplemental Pay Assignment for the fall athletics program for the 2003-2004 school year/ERHS
- Teachers (13) Extra-Duty Extra-Pay Assignment to use the new technology curriculum for the 2003-2004 school year/El Rancho Adult School

(2) Public Employee Appointment/Evaluation/Resignation/Dismissal/Release:
Classified Register No. 6-2003/2004

- Probationary Employment (1) Custodian
- Probationary Employment (1) Lead Custodian
- Probationary Employment (1) School Secretary
- Probationary Employment (1) School Secretary/Bilingual
- Appointment/Management Position (1) Interim Chief Business Officer
- Retirement (1) Instructional Aide III
- Early Retirement (1) Clerk Typist II
- Resignation (1) Electronics Technician
- Change of Status based on agreement between CSEA and ERUSD (1) Speech-Language Pathology Assistant
- Temporary Employment (2) Data Processing Clerk I
- Temporary Employment (1) Instructional Aide/SH
- Bilingual Stipend (1) Records Clerk
- Change of Assignment (1) Cafeteria Helper I
- Change of Assignment (1) Clerk Typist II
- Summer Assignment (1) Clerk Typist I
- Summer Assignment (2) Instructional Aide II
- Summer Assignment (2) Instructional Aide III
- Substitute Employment (1) Child Care Attendant
- Substitute Employment (1) Custodian
- Substitute Employment (1) Instructional Aide III
- Substitute Employment (2) Instructional Aide/LH
- Substitute Employment (2) Instructional Aide/RSP
- Substitute Employment (2) Instructional Aide/SDL
- Substitute Employment (2) Instructional Aide/SH
- Unclassified (5) ASB Worker
- Unclassified (3) College Tutor
- Unclassified (3) Instructional Aide Trainee
- Unclassified (1) Student Helper
- Unclassified (2) Walk/On Coach

(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) _____

- 83** Deny Claim.
- 84** Approve/Ratify Certificated Employment Register No. 6-2003/2004
- 85** Approve/Ratify Classified Employment Register No. 6-2003/2004
- 86** Student Expulsion: Student A
- 87** Student Expulsion: Student B
- 88** Student Expulsion: Student C
- 89** Student Expulsion: Student D
- 90** Student Expulsion: Student E
- 91** Student Review: Student F

ACTION ITEMS 83 THROUGH 91:

M_____S_____Vote_____

(Exception:_____)

ADJOURNMENT:

M_____S_____Vote_____