

EL RANCHO UNIFIED SCHOOL DISTRICT
Pico Rivera, California

BOARD OF EDUCATION
Regular Meeting
7:00 PM

November 25, 2003
City Council Chambers
6615 Passons Blvd.

A G E N D A

CALL TO ORDER: Raul P. Salcido, President

PLEDGE OF ALLEGIANCE: North Ranchito 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, Assistant Superintendent
Barbara J. Moore-Brown, Director
Lydia Cano, Acting Chief Business Officer

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

RECORDER: Victoria N. Chavez

VISITORS: Register No. 9-2003/2004

ACKNOWLEDGMENT OF GUEST(S):

STUDENT GOVERNMENT, NORTH RANCHITO 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.

- ◆ General Obligation Bond Committee, Norbert Genis

RECESS: A reception will be held in the lobby.

The Superintendent recommends that the Board of Education:

ADOPTION OF MINUTES:

- 105** Adopt the minutes of the Board of Education’s regular meeting held October 28, 2003 and special meeting of November 12, 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 106 through 110)

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.

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

- .1 Approve Resolution No. 20-2003/2004, Reimbursement Resolution of the Board of Education of the El Rancho Unified School District.
- .2 Approve Resolution No. 23-2003/2004, declaring Board Member Lupe Salas was absent from the November 12, 2003 special 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.

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

- .1 Approve/ratify attendance for one teacher from Durfee elementary school to the Distinguished School Recognition Program "Writing a Winning Application" workshop on November 12, 2003 in San Marcos. Expenditures of \$50 including materials payable from SIP funds.
- .2 Approve educational fieldtrip for 20 El Rancho High School Outdoor Club student members and 5 teachers to Leo Cabrillo State Beach on December 13-15, 2003 during the Winter Break. 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.
- .3 Approve educational fieldtrip for 60 El Rancho High School MESA students, 1 teacher and 3 parent chaperones to the Sea Watch boat tour at Marina Del Rey on December 3, 2003. Occidental College sponsors the boat tour. Ground transportation by PTC bus. Educational cruises given by the University of California, Los Angeles aboard the "Sea World USA." Expenditures paid by Occidental College, at no cost to the District.
- .4 Approve educational field trip for 79 third grade students, 5 teachers, and parent volunteers from Birney Elementary School to the Bridges Auditorium in Claremont for a performance of the "Nutcracker" on December 11, 2003; Transportation Agreement with Richmond Bus Company. Expenditures of \$730 for transportation and admission fees, payable from Birney Dad's Club funds.
- .5 Approve educational field trip for 109 fifth grade students and 4 teachers from South Ranchito Elementary School to the West Basin Water Recycling Facility and Visitors Center, and the Round House Maine Studies Lab and Aquarium on January 21 and 28, and February 5, 2004 (classes will only attend one day). Transportation will be provided by Pacific Coachways Charter and will be paid by the Central Basin Municipal Water District, at no cost to the District.

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

- .6 Approve attendance of the 60 student member El Rancho High School Band and Colorguard, 1 Band Advisor, 1 Band Consultant, and 4 parent volunteers to the Annual Heritage Festival in Las Vegas, Nevada on April 22-25, 2004 (Thursday 1:30 p.m. – Sunday). Cost per student of \$325 includes lodging, meals and transportation. Hotel accommodations will be at the Best Western Inn, ground transportation from Custom Tour Consultants, Inc. Deluxe Motor Coaches. Total expenditures of \$19,500 payable from Band and Colorguard Funds, student fundraisers, and the Band Boosters will assist in fundraising. There is no cost to the District.
- .7 Approve consultant agreement with Suni Paz, educator, composer and author, to provide a series of programs in the area of language development through music for grades K-3 at South Ranchito Elementary School for a total of 18 days between January 10, 2004 through June 13, 2004. Activities will include listening, reading and writing with children's songs for students, teachers and parents grades K-3. Expenditures of \$3,200 payable from South Ranchito Elementary School SIP, Title I, and EIA/LEP funds.
- .8 Approve consultant agreement with Dr. Diane Watanabe and Mr. Richard Sholseth, Los Angeles County Office of Education consultants, to provide on the nine effect, research based strategies from Classroom Instruction That Work to take place on January 12 (pupil-free day), January 13 (modified day) and February 24, 2004 (modified day), for the Durfee and Obregon Elementary Schools staffs. Total expenditures of \$5,400 payable as designated from Obregon Elementary School EIA/LEP and SIP funds and from Durfee Elementary School Title I funds.
- .9 Approve consultant agreement with The Robins Group, Dr. Randall Lindsey, Professional Development Consultant, to provide inservice to El Rancho High School staff in the use of effective collegial observations and conversations, teaching strategies in the classroom, higher student expectations, shared leadership responsibilities, and stronger parent/community communication. Services effective December 1, 2003 through June 30, 2004. Consultant fee of \$60,000 to be paid in five monthly installments of \$12,000 each on January 1, 2004, February 1, 2004, March 1, 2004, April 1, 2004 and May 1, 2004. Total expenditures of \$60,000 payable from El Rancho High School Comprehensive School Reform Demonstration Program (CSRD) funds.
- .10 Approve consultant agreement with Armando Briones, Jr., "Voice of the Dons", Public Address Announcer & Statistician, to provide services as related to public address athletic events and statistician on an event-to-event basis for five home basketball games for the 2003-2004 school year, effective January 9, 2004. Consultant to be paid \$90 per event. Total expenditures not to exceed \$450 payable from El Rancho High School ASB/Supervision funds.

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

- .11 Approve registration fee increase in the Adult School's Parent Education Program from \$5 to \$10 per child per semester beginning January 5, 2004.
- .12 Approve Contract No. C-4899:03:05 with the Los Angeles County Office of Education (LACOE) in order to participate in the Marine Education Programs for the 2003-2004 school year.
- .13 Approve adoption of Positive Prevention Curriculum for HIV/STD Education at the Middle and High Schools. Estimated expenditures of \$1,883.25 for sub/materials payable from Centralized Title II funds.
- .14 Approve the Alternative Schools Accountability Model (ASAM) third performance indicator for the 2003-04 school year for Ruben Salazar High School.

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

- .1 Approve/Ratify agreement with New Teacher Center at UC Santa Cruz for participation in its Formative Assessment System (FAS) Program. Cost of \$15,000 per year to be paid from the Beginning Teacher Support Assessment Program Grant.
- .2 Approve California Association for the Gifted (CAG) institution membership of \$65.00 for the 2003/2004 fiscal year beginning in December 2003, payable from GATE funds.
- .3 Approve Memorandum of Understanding between New Beginnings Recovery Treatment Center and the El Rancho Unified School District for the 2003-2004 school year at no cost to the District.
- .4 Approve/Ratify Individual Service Tuition Agreement through the Whittier Area Cooperative Special Education Program between ERUSD and *Mid Valley Learning Center*, effective October 28, 2003 through June 15, 2004, as per Individualized Education Program for a total sum not to exceed \$18,531.63.
- .5 Approve/Ratify General and Individual Service Tuition Agreement through the Whittier Area Cooperative Special Education Program between ERUSD and *Optimist High School*, effective September 19, 2003 through June 25, 2004, as per Individualized Education Program for a total sum not to exceed \$29,212.00.

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

- . 6 Approve/Ratify General and Individual Service Tuition Agreement through the Whittier Area Cooperative Special Education Program between ERUSD and *Applied Behavior Consultants, Inc.*, effective July 1, 2003 through June 30, 2004, as per Individualized Education Program for a total sum not to exceed \$9,515.00.
- . 7 Approve/Ratify Individual Service Tuition Agreement through the Whittier Area Cooperative Special Education Program between ERUSD and *Zinsmeyer Academy*, effective October 29, 2003 through June 25, 2004, as per Individualized Education Program for a total sum not to exceed \$51,872.20.
- . 8 Approve/Ratify 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, \$75.00 per Occupational Therapy sessions not to exceed 203.5 sessions for a total sum not to exceed \$15,262.50.
- . 9 Approve/Ratify Individual Service Tuition Agreement, through the Whittier Area Cooperative Special Education Program between ERUSD and *Gallagher Pediatric Therapy*, effective September 2, 2003 through June 30, 2004, \$75.00 per Physical Therapy sessions (2 sessions per week from 9-2-03 through 12-12-03 and 1 session per week from 1-5-04 through 6-30-04) not to exceed 55 sessions for a total sum not to exceed \$4,125.00.

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

- . 1 Approve/Ratify Business Office Reports:
 - a. Miscellaneous Cash Collections Receipt Nos. 19580 through 19729 totaling \$1,840,217.63
 - b. Purchase Order Nos. P164974 through P165204 and including prior numbered confirming orders totaling \$325,803.65 and Cafeteria Purchase Orders totaling \$38,299.33.
 - c. "A" Warrants Schedule C1C through 297 totaling \$5,240,042.71.
 - d. "B" Warrants Nos. 801 through 845 totaling \$1,070,695.03.
 - e. Revolving Cash Check No. 4858 through 4865 totaling \$2,144.88.
 - f. Clearing Account Nos. 1295 through 1299 totaling \$166,893.56.
- . 2 Approve attendance to the "Budgeting Skills for Professional Seminar" presented by SkillPath Seminars on December 18, 2003. Total registration cost of \$199.00 is payable from the restricted maintenance account.
- . 3 Approve to declare computer equipment obsolete and have them discarded.

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

- . 1 Approve increase in salary for R.O.T.C. Instructors in accordance with the new 2004 Pay & Allowances Scales for the United States Armed Forces which was signed into law by President Bush.
- . 2 Approve to send notice to eliminate one (1) Technology Service Technician position due to lack of work and/or lack of funds as specified on Resolution No. 21-2003/2004.
- . 3 Approve Resolution No. 22-2003/2004 - PERS Two-Year Additional Service Credit - for participation by the El Rancho Administrators and Supervisors Association (ERASA), Supervisor Unit Members, Management and Confidential employees eligible to retire under PERS and new window periods for the 2003-2004 school year.
- . 4 Approve Policies and Procedures Police Manual for use by the El Rancho Unified School District Police Department. (Copy available for review in the Human Resources Department.)
- . 5 Approve the new job description for the position of Assistant Director of Food Services.
- . 6 Approve and ratification of Consultant Contract.

CONSENT AGENDA ITEMS 106 THROUGH 110:

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.

111 Second Reading and adoption of *new* and *revised* Board Policies and Administrative Regulations:

- BP 0430 - Comprehensive Local Plan for Special Education (revised)
- AR 0430 - Comprehensive Local Plan for Special Education (new)
- BP 3541.2 - Transportation for Students with Disabilities (revised)
- AR 3541.2 – Transportation for Students with Disabilities (revised)

DISCUSSION/ACTION:

- 112** First reading of *new* and *revised* Board Policies, Administrative Regulations:
 - AR 5111.1 - District Residency (revised)
 - BP/AR 5113.1 – Truancy (new)
 - BP/AR 5116.1 - Intradistrict Attendance – Permits (revised)

- 113** First reading of *revised* Board Policy.
 - BP 4156.3, 4256.3, 4356.3, Reimbursement, Uniforms and Allowances (revised)

DISCUSSION/ACTION ITEMS 111 THROUGH 113:

M _____ S _____ Vote _____

HEARING SESSION:

Citizens are invited to speak to any action item on the GENERAL PUBLIC agenda.

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.

- 114** The use of the lockers would be a privilege granted to those students who do not abuse the use. A small cost to the parents for a lock and the maintenance could help the school in making these lockers available to students.

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.*

BREAK:

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. 8-2003/2004

- Teachers (2) Temporary Long-Term Contracts
- Teacher (1) Permanent Status
- Teachers (2) Long-Term Contracts
- Teachers (4) Day-To-Day Substitutes
- Assistant Principal (1) Resignation
- Teachers (3) Supplemental Pay Assignment coaching Band, Annual and Newspaper/Rivera Middle
- Teachers(8) Supplemental Pay Assignment coaching Web Master, ASB Advisor, Annual, Band, Chorus, Drama, Drill Team, Newspaper, Pepsters, Photography, Production, Speech, Stage, A.P. Coordinator
- Teachers (3) Extra-Duty Extra-Pay Assignment to provide an After-School Enrichment Program for CalWorks students sponsored by the Los Angeles County Office of Education from July 1, 2003 through July 17, 2003/Magee
- Teachers (3) Extra-Duty Extra-Pay Assignment to implement the After-School Math Tutoring Program as designed by the SPSA from December 1, 2003 through May 20, 2003/Burke
- Teachers (2) Stipend Pay to assist principal with the Single Plan for Student Achievement revision from October 15, 2003 through December 1, 2003/Burke
- Teachers (14) Extra-Duty Extra-Pay Assignment to provide three "Family Curriculum Nights" to assist parents in reading and math strategies on November 20, 2003, January 29, 2004 and March 25, 2004/Meller
- Teachers (2) Extra-Duty Extra-Pay Assignment to assist in the implementation of the After-School Tutoring Program from November 26, 2003 through May 20, 2004/North Ranchito
- Teachers (1) Extra-Duty Extra-Pay Assignment to participate in the After-School Tutorial Program from October 7, 2003 through April 16, 2004/Birney
- Teachers (2) Stipend Pay to assist the writing of the California Mathematics and Science partnership (CaMSP) grant application on February 1, 2004
- Teachers (29) Extra-Duty Extra-Pay Assignment to conduct the Title III English Language Learners' Program to improve the education of limited English proficient students to learn English and meet challenging state academic content standards from December 2, 2003 through May 28, 2004
- Teachers (2) Extra-Duty Extra-Pay Assignment to align the English curriculum, create bench mark exams and develop project based learning activities from November 26, 2003 through June 30, 2004/ERHS
- Resource Teacher (1) Stipend Pay to serve as Lead Resource Teacher for the Categorical Programs from July 1, 2003 through June 30, 2004
- Teachers (11) Extra-Duty Extra-Pay Assignment to teach Community Based English Tutoring Program parents and community participants at various elementary schools for the 2003-2004 school year
- Teachers (1) Stipend Pay Assignment for one National University master Teacher/South Ranchito
- Teachers (3) Extra-Duty Extra-Pay Assignment to teach pupils in the Independent Study and Home/Hospital Teaching programs from the 2003-2004 school year
- Teacher (1) Extra-Duty Extra-Pay Assignment to develop GATE lessons and to provide staff development from November 26, 2003 through January 30, 2004 to GATE facilitators/No. Ranchito

CLOSED SESSION:

- Administrator (1) Appointment for the position of Supervisor/Child Development Center
- Teacher (1) Request For Release of Contract

(2) Public Employee Appointment/Evaluation/Resignation/Dismissal/Release:
Classified Register No. 8-2003/2004

- Probationary employment (3) Child Care Attendant
- Probationary employment (1) Clerk Typist II/Bilingual
- Probationary employment (1) Custodian
- Probationary employment (1) Health Services Assistant
- Probationary employment (1) Instructional Aide/LH
- Probationary employment (1) Electronics Technician
- Increase in Hours (1) Instructional Aide/SH
- Change of Location and Months (1) Child Care Attendant
- Change of Assignment (1) Speech Language Pathology Assistant
- Working Out of Category (1) Administrative Secretary I
- Working Out of Category (1) Cafeteria Manager II
- Working Out of Category (5) Cook/Baker
- Unpaid Leave of Absence (1) Child Care Attendant
- Substitute employment (6) Child Care Attendant
- Substitute employment (1) Clerk Typist I
- Substitute employment (1) Clerk Typist II
- Substitute employment (1) Health Services Assistant
- Substitute employment (3) Instructional Aide/LH
- Substitute employment (3) Instructional Aide/RSP
- Substitute employment (3) Instructional Aide/SDL
- Substitute employment (3) Instructional Aide/SH
- Unclassified (4) College Tutor
- Unclassified (4) Noon Supervisor
- Unclassified (1) Walk On Coach/JV Soccer
- Release of Employment (1) Cafeteria Helper I
- Release of Employment (2) Child Care Attendants
- Resignation (1) Cafeteria Helper I

(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) _____

- 115 Approve/Ratify Certificated Employment Register No. 8-2003/2004
- 116 Approve/Ratify Classified Employment Register No. 8-2003/2004
- 117 Student Expulsion: Student A
- 118 Student Expulsion: Student B
- 119 Student Expulsion: Student C
- 120 Student Review: Student D
- 121 Student Review: Student E
- 122 Student Review: Student F

ACTION ITEMS 115 THROUGH 122:

M_____S_____Vote_____

(Exception:_____)

ADJOURNMENT:

M_____S_____Vote_____