

EL RANCHO UNIFIED SCHOOL DISTRICT
Pico Rivera, California

BOARD OF EDUCATION
Organizational Meeting
7:00 PM

December 9, 2003
City Council Chambers
6615 Passons Blvd.

A G E N D A

CALL TO ORDER: Raul P. Salcido, President

PLEDGE OF ALLEGIANCE: Durfee 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
Lydia Cano, Acting Chief Business Officer

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

RECORDER: Victoria N. Chavez

VISITORS: Register No. 10-2003/2004

INTERPRETOR: Herlinda Acevedo

OATH OF OFFICE:

Superintendent Genis will administer the Oath of Office to Board of Education members Raul P. Salcido and Vincent Chavez.

I, _____, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

ORGANIZATION OF THE BOARD:

123 Nomination and election of Board of Education 2004 **President**.

M _____ S _____ Vote _____

The newly elected President will assume as chair of the meeting.

124 Nomination and election of Board of Education 2004 **Vice President**.

M _____ S _____ Vote _____

125 Nomination and election of Board of Education 2004 **Clerk**.

M _____ S _____ Vote _____

126 Adopt the Board of Education calendar of regular meetings for 2004, to be held in the Pico Rivera City Council Chambers, 6615 Passons Blvd., Pico Rivera at 7:00 p.m.

Table with 3 columns of dates: January 13, 2004; May 11, 2004; September 28, 2004; etc.

M _____ S _____ Vote _____

127 Approve/appoint Governing Board members to participate and become voting members on the following committees:

- a. Voting Rep. to the LACOE Committee on School District Organization
b. Los Angeles County School Trustees Association (LACSTA)
c. Pupil Transportation Cooperative Trustee Review Committee
d. Tri-Cities ROP Board of Management (2 members)(2nd of 2 yrs) R. Salcido
e. WACSEP Trustees Review Committee
f. Whittier Area School Trustees Assoc. Executive Board (1st of 2 yrs)

M _____ S _____ Vote _____

STUDENT GOVERNMENT, DURFEE ELEMENTARY SCHOOL:

STUDENT GOVERNMENT, OBREGON ELEMENTARY SCHOOL:

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.

❖ Presentation to Raul P. Salcido for his service as 2003 Board President.

RECESS: A reception will be held in the lobby for new officers of the Board.

The Superintendent recommends that the Board of Education:

ADOPTION OF MINUTES:

128 Adopt the minutes of the Board of Education's regular meeting held November 25, 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.

❖ Construction Project Management Services, Ernest M. Camacho, Pacifica Services

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 129 through 133)

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.

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

- . 1 Approve reclassification of Board agenda/backup hardcopies to Class III Disposable for school years 1983/84 through 1989/90 (7 years) so they may be destroyed. These records have been scanned to Laser Fiche for permanent retention.

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

- . 1 Approve attendance for one teacher from Valencia Elementary School to the Reading Recovery Council of California "R2C2" Conference on January 17-18, 2004 in San Diego. Expenditures of \$438 payable from Valencia Elementary School II/USP funds.
- . 2 Approve attendance for 18 Peer Helper students and one teacher/Peer Helper Advisor from North Park Middle School to the 6th Annual Pomona Peer Resources Conference focusing on communication skills, community outreach programs, and school service projects on February 5, 2004 in Pomona. PTC will provide transportation. Expenditures of \$1,020 payable from North Park Middle School ASB and SIP funds.
- . 3 Approve educational field trip for 20 students and two teachers from Burke Middle School to Washington, D.C. on Sunday, April 4 through Thursday, April 8, 2004 (Spring Break). Air transportation will be with United or American Airlines. Accommodations will be at the Radisson. All participants are responsible for full payment, at no cost to the District.

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

- . 4 Approve/ratify Contract for Consultant Services Curriculum and Instructional Services No. C-4754:08:03 with the Los Angeles County Office of Education for two county consultant Dr. Diane Watanabe and Mr. Dick Sholseth to present two full days of professional development sessions on August 26, 2003 and March 15, 2004 titled "Instructional Strategies That Work: With Human Brain Development Update." Expenditures of \$4,000 payable from Pio Pico Elementary School CSRD funds.
- . 5 Approve expenditure for wood chip refill in kindergarten playground for safety reasons. Estimated expenditure of \$2,995 payable from Birney Elementary School Governor's Performance Award, High Achieving/Improving Schools Resource (HAI) 2003-2004.

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

- . 1 Approve/Ratify General and Individual Service Tuition Agreement through the Whittier Area Cooperative Special Education Program between ERUSD and *Total Communication Center, Inc.*, effective July 1, 2003 through June 30, 2004, Speech Therapy (3 hours per week), \$112.00 per session, not to exceed 147 sessions for an approximate total sum of \$16,464.00.
- . 2 Approve/Ratify Individual Service Tuition Agreement through the Whittier Area Cooperative Special Education Program between ERUSD and *Optimist High School*, effective November 25, 2003 through June 25, 2004, as per Individualized Education Program, for a total sum not to exceed \$21,474.00.

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

- . 1 Approve/Ratify Business Office Reports:
 - a. Miscellaneous Cash Collections Receipt Nos. 19730 through 19831 totaling \$2,586,560.92.
 - b. Purchase Order Nos. P165205 through P165339 and including prior numbered confirming orders totaling \$229,980.74 and Cafeteria Purchase Orders totaling \$70,829.98.
 - c. "A" Warrants Schedule CID through E41 totaling \$5,345,147.92.
 - d. "B" Warrants Nos. 847 through 877 totaling \$1,458,554.57.
 - e. Revolving Cash Check No. 4866 through 4871 totaling \$3,088.10.
 - f. Clearing Account Nos. 1300 through 1302 totaling \$132,318.58.
- . 2 Approve first interim report and a qualified certification and designate the Acting Chief Business Officer to sign the necessary documents for certification.

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

- . 3 Adopt Signature Resolution No. 24-2003/2004 authorizing the signature of either the Superintendent, Asst. Superintendent of Research/Evaluation/ Staff Development, Asst. Superintendent of Human Resources, Business and Support Services, Asst. Superintendent of Education, Acting Chief Business Officer, and Director of Fiscal Services on warrants, Cafeteria Account, Revolving Cash Checks, Orders for Salary Payment, Notices of Employment and contracts.
- . 4 Approve continuation of contract with School Services of California, Inc. for services and assistance with all issues regarding school finances, legislation, school budgeting, and general fiscal issues, for the calendar year 2004 at a cost of \$1,680.00 plus expenses, to be paid from General Fund and authorize Lydia Cano, Acting Chief Business Officer, to sign all necessary paperwork.
- . 5 Approve attendance for one maintenance employee to attend the “Air Conditioning Training Seminar” sponsored by Copeland Corporation on December 11, 2003. Total registration cost of \$75.00 payable from the restricted maintenance account.

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

- . 1 Approve job description and salary schedule for the classified management position of Assistant Director of Food Services.

CONSENT AGENDA ITEMS 129 THROUGH 133:

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.

134 Second reading and adoption 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)

135 Second reading and adoption of *revised* Board Policy.

- BP 4156.3, 4256.3, 4356.3, Reimbursement, Uniforms and Allowances (revised)

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. 9-2003/2004**

- Teacher (6) Long-Term Substitutes
- Teachers (8) Adult School Substitutes
- Teacher (1) return from Leave of Absence
- Teachers (3) Day-To-Day Substitutes
- Teacher (1) Early Retirement
- Teachers (10) Stipend Pay Assignment to prepare students for District Competitions of Math Counts, Spelling Bee and Science bowl from December 10, 2003 through March 15, 2004/North Park
- Teachers (8) Extra-Duty Extra-Pay Assignment to provide tutoring for students not meeting District Standards from December 10, 2003 through June 17, 2004

(2) Public Employee Appointment/Evaluation/Resignation/Dismissal/Release:**Classified Register No. 9-2003/2004**

- Probationary Employment (1) Custodian
- Increase in Hours (1) Cafeteria Helper II
- Change of Location & Increase in Hours (1) Cook/Baker

CLOSED SESSION:

- Temporary Employment (1) Clerk Typist I
- Substitute Employment (1) Clerk Typist II
- Substitute Employment (1) Instructional Aide/L.H.
- Substitute Employment (1) Instructional Aide/R.S.P.
- Substitute Employment (1) Instructional Aide/S.D.L.
- Substitute Employment (1) Instructional Aide/S.H.
- Unclassified (1) College Tutor
- Unclassified (3) Instructional Aide Trainee

- (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) _____

- 136** Approve/Ratify Certificated Employment Register No. 9-2003/2004
- 137** Approve/Ratify Classified Employment Register No. 9-2003/2004
- 138** Student Expulsion: Student A
- 139** Student Expulsion: Student B
- 140** Student Expulsion: Student C
- 141** Student Review: Student D
- 142** Student Review: Student E
- 143** Student Review: Student F

ACTION ITEMS 136 THROUGH 143:

M_____ S_____ Vote_____

(Exception:_____)

ADJOURNMENT:

M_____ S_____ Vote_____