

**EL RANCHO UNIFIED SCHOOL DISTRICT**  
Pico Rivera, California

BOARD OF EDUCATION  
Regular Meeting  
7:00 PM

June 24, 2003  
City Council Chambers  
6615 Passons Blvd.

**A G E N D A**

*CALL TO ORDER:* Raul P. Salcido, President

*PLEDGE OF ALLEGIANCE:* Frank P. Boyce

*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

*RECORDER:* Victoria N. Chavez

*VISITORS:* Register No. 23-2002/2003

*ACKNOWLEDGMENT OF GUEST(S):*

*BOARD OF TRUSTEE PRESENTATIONS:*

*The Board of Trustees recognizes exemplary community or district programs, together with individuals who have demonstrated extraordinary service or achievement.*

❖ Recognition of Raul P. Salcido on his retirement from the Los Angeles Unified School District

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

*ADOPTION OF MINUTES:*

**269** Adopt the minutes of the Board of Education's regular meeting held June 10, 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.*

- (1) 2003/2004 District Budget, *David Fuller*

*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:*

Proposed 2003/2004 District Budget.

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 270 through 274)*

*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.*

**270 SUPERINTENDENT -- Norbert Genis (562) 801-5199**

- . 1 Approve Resolution No. 35-2002/03 declaring that Board Member Lupe Salas was absent from the June 10, 2003 regular 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.
- . 2 Approve Resolution No. 36-2002/03 to Support Passage of the California State Budget.
- . 3 Approve budget reductions of \$6,331,830 as recommended by the Advisory Budget Development Committee, the Principal/Cabinet Budget Committee, and the Superintendent. Reductions include maintaining the required 3% reserve for Economic Uncertainty.

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

- .1 Approve attendance/participation of 52 student members of the El Rancho High School Pepsters and Drill Team at the Cal Lutheran Spirit Camp in Thousand Oaks on August 1-4, 2003. Parents and faculty members will provide transportation. All required District Drivers Insurance Forms will be submitted. Students will be required to submit parent permission slips indicating that private transportation will be provided. Cost per participant is \$280. Total expenditures of \$14,560 payable from El Rancho High School Pepster/Drill Team funds and student fundraisers, at no cost to the District.
- .2 Approve attendance for one teacher from El Rancho High School to the College Board Western Region AP Statistics workshop at the University of San Diego on August 3-8, 2003. Estimated expenditures of \$1,095 payable from Eisenhower /Title II funds.
- .3 Approve agreement with Estelle Pantages, consultant, to provide Evening Parent Computer Classes effective October 1, 2003 through June 30, 2004 to assist El Rancho High School parents. Consultant will be paid at the hourly rate of \$30.80, not to exceed a total amount of \$1,232. Total expenditures of \$1,232 payable from El Rancho High School Comprehensive School Reform Demonstration (CSRSD) grant funds.
- .4 Approve the 2002-2003 SY one-time Governor's Performance Awards, High Achieving/Improving Schools Programs (HAI) second apportionment expenditures for Obregon Elementary School.
- .5 Approve the submission of the District's 2003-04 Consolidated Application, Part I to the California Department of Education.

**272 DIVISION OF RESEARCH/EVALUATION/STAFF DEVELOPMENT --**

Anne Eichman (562) 801-5197

- .1 Approve/Ratify Amendment No. 1 for Student Teaching Agreement No. 6102-0009 between El Rancho Unified School District and California State University, Los Angeles. Total has been increased from 12 quarter units at \$16.67 per quarter unit to 18 quarter units (\$200.04 to \$300.06) effective June 5, 2003.
- .2 Approve educational field trip to Museum of Television and Radio on July 7, 2003 for 70 3rd, 4th, 5th graders, 10 adult staff members and 2 parents from Rio Vista Elementary School. Total expenditure of \$120.00 payable from De Colores/21st Century grant funds. Transportation will be provided by Pupil Transportation Cooperative (PTC).

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

- . 3 Approve educational field trip to Museum of Television and Radio on July 8, 2003 for 70 3rd, 4th, 5th graders, 10 adult staff members and 2 parents from Durfee Elementary School. Total expenditure of \$120.00 payable from De Colores/21st Century grant funds. Transportation will be provided by Pupil Transportation Cooperative (PTC).
- . 4 Approve educational field trip to California Angels "Camp Halo" on July 10, 2003 for 150 incoming 4th and 5th grade students and 20 adult staff members from Rio Vista and Durfee Elementary Schools. Total expenditure of \$1,700.00 payable from De Colores/21st Century grant funds. Transportation will be provided by Pupil Transportation Cooperative (PTC).
- . 5 Approve educational field trip and picnic to El Capitan Theater's screening of "The Pirates of the Caribbean" on July 18, 2003 for 140 incoming 4th and 5th grade students, 20 De Colores Instructors and Tutors from Rio Vista and Durfee Elementary Schools. Total expenditure of \$2,080.00 payable from De Colores/21st Century grant funds. Transportation will be provided by Pupil Transportation Cooperative (PTC).
- . 6 Approve Mandated Cost Systems, Inc. Contract for the period July 1, 2003 through June 30, 2004 to provide Notification to Teachers Services to the El Rancho Unified School District. Expenditure of \$9,500 for this period payable from Mandated Costs funds.

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

- . 1 Approve/Ratify Business Office Reports:
  - a. Miscellaneous Cash Collections Receipt Nos. 19075 through 19205 totaling \$844,559.32.
  - b. Purchase Order Nos. P164000 through P164096 and including prior numbered confirming orders totaling \$183,270.88 and Cafeteria Purchase Orders totaling \$75,095.40.
  - c. "A" Warrants Schedule 120 through 149 totaling 1,978,143.49.
  - d. "B" Warrants Nos. 591 through 631 totaling \$1,386,685.48.
  - e. Revolving Cash Check No. 4803 through 4808 totaling \$4,675.83.
  - f. Clearing Account Nos. 1276 through 1280 totaling \$265,545.31.
- . 2 Adopt the proposed budget for 2003-2004.
- . 3 Approve authorization to make appropriation transfers, including the identification of the sources of funds, and authorize David L. Fuller, Business Manager, to sign any necessary paperwork.

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

- .4 Adopt Emergency Resolution No. 37-2002/2003 for an Award of Contract Without Bidding and Advertising for the site work needed to install six portables at three (3) school sites at an approximate cost of \$242,786.00 payable from Developer Fee Funds through a lease-purchase financing.
- .5 Approve the purchase of six portable classrooms from Aurora Modular Industries for Magee Elementary, Obregon Elementary, and Rivera Elementary School at an estimated total cost of \$200,353.60 payable from Developer Fee Funds through a lease-purchase financing and authorize David L. Fuller, Business Manager, to sign all necessary paperwork.
- .6 Adopt Resolution No. 38-2002/2003, authorizing the district to enter into a lease purchase agreement with Ashford Capital Corporation for the lease purchase of six portable classrooms, and contracted site work, for a total amount of \$525,000.00 payable from Developer Fee Funds and authorize David L. Fuller, Business Manager, to sign any necessary paperwork.
- .7 Approve the transfer of up to \$743,806.00 from the program balances in the Restricted General Fund to the Unrestricted General Fund as authorized by the State to cover the shortfall created by the mid-year cuts.
- .8 Approve to submit updated Deferred Maintenance Five-Year Plan and Proposal for expenditures of funds to the State of California for approval and designate Carlos Jimenez, Director of Maintenance & Operations, as the district representative.
- .9 Approve acceptance of low bid of \$189,462 submitted by Eberhard Roofing for roof replacement at two (2) district sites. Total project cost is payable from the 2003/2004 State Deferred Maintenance Program.
- .10 Approve revised Change Order No. 2 for the replacement of heating and air conditioning systems and the modernization of the science laboratories at El Rancho High School by Current Enterprises, Inc. in the amount of \$30,382.35 to be paid from one-time Governor's Performance Awards funds.
- .11 Approve Change Order No. 1 for the Modernization Project of the Government Building at South Ranchito by Current Enterprises, Inc. in the amount of \$32,038.39 payable from Developer Fee Funds.
- .12 Approve budget revisions to bring the current budget in line with the expected expenditures for the 2002/2003 school year.

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

- . 1 Approve agreement between El Rancho Unified School District and Discount Digital Copiers to provide service and maintenance on all copiers within the District on a month-to-month which includes copies up to 20 million.

*CONSENT AGENDA ITEMS 270 THROUGH 274:*

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. 22-2002/2003**

- Teacher (1) Long Term Contract
- Teachers (2) State Pre-School Substitutes
- Principal (1) percentage increase in salary to serve at two sites
- Teachers (5) Resignations
- Teacher (2) Temporary Contract
- Teacher (2) Probationary Status
- Resource Teacher (1) Stipend Pay Assignment for additional duties/CDC
- Teachers (4) Authorization for Superintendent to contract as needed for summer school
- Teachers (8) Extra-Duty Extra-Pay Assignment to serve as On-Going Professional Development presenters inservicing teachers on Professional Development that incorporates the Project Based Learning Model/ERHS

*CLOSED SESSION:*

- Teachers (6) Extra-Duty Extra-Pay Assignment to align English curriculum, create benchmark exams, and develop project based learning activities/ERHS
- Teachers (6) Extra-Duty Extra-Pay Assignment to align Science curriculum, create benchmark exams and develop project based learning activities/ERHS
- Teachers (4) Extra-Duty Extra-Pay Assignment to align the Social Studies curriculum, create benchmark exams and develop project based learning activities/ERHS
- Teachers (2) Extra-Duty Extra-Pay Assignment to serve as liaisons to the Spanish speaking community and for the translation of official documents and newsletters/ERHS
- Teachers (2) Extra-Duty Extra-Pay Assignment to serve as the resource teacher for the core subject curriculum alignment process and the development of the Professional Development for the 2003-2004 school year/ERHS
- Teachers (22) Extra-Duty Extra-Pay Assignment to attend the Bilingual Contact Teachers meetings, effective August 30, 2002 through June 10, 2003
- Teachers (3) Extra-Duty Extra-Pay Assignment to review the English Learner Master Plan and to provide additional required services in the area of the Title III Federal Program
- Teachers (11) Stipend Pay Assignment to participate in the Los Angeles County Office of Education (LACOE) College Preparatory Math (CPM) four summer workshops to be held throughout Los Angeles/ERHS
- Teachers (4) Stipend Pay Assignment to monitor progress and facilitate the implementation of the School Level Plan for the 2002-2003 school year/Obregon
- Teachers (25) Extra-Duty Extra-Pay Assignment to facilitate the mandated California English Language Development Test (CELDT)/Districtwide
- Psychologists (2) Per Diem Pay Assignment to provide needed psychological services to El Rancho Unified School District students/Special & Alternative Education
- Psychologists (2) Teacher (1) Extra-Duty Extra-Pay Assignment to provide translation services to the Special & Alternative Education Services Department
- Teachers (57) Extra-Duty Extra-Pay Assignment to teach pupils in the Independent Study and Home/Teaching programs for the 2003-2004 school year
- Teachers (16) Extra-Duty Extra-Pay Assignment to facilitate the mandated STAR/CAT 6 testing to El Rancho High School students

(2) Public Employee Appointment/Evaluation/Resignation/Dismissal/Release:  
Classified Register No. 22-2002/2003

- Authorize Probationary Employment (1) Account Clerk
- Authorize Probationary Employment (1) Carpenter
- Authorize Probationary Employment (1) Child Care Attendant
- Authorize Increase in Months and Location (1) School Secretary/Bil.
- Retirement (1) Instructional Aide I
- Retirement (1) Classified Personnel Secretary
- Resignation (1) Clerk Typist II
- Resignation (1) Instructional Aide/S.H.
- Unpaid Leave of Absence (1) Cafeteria Helper I
- Summer Assignments (10) Instructional Aide III
- Summer Assignments (1) Library Media Technician
- Summer School substitute employment (10) Instructional Aide/L.H.
- Summer School substitute employment (10) Instructional Aide/R.S.P.
- Summer School substitute employment (10) Instructional Aide/S.D.L.
- Summer School substitute employment (10) Instructional Aide/S.H.
- Unclassified (8) Instructional Aide Trainee
- Unclassified (1) ASB Worker/Summer Cashier
- Unclassified (1) Walk On Coach - Freshman/Sophomore Football
- Release of Employment (1) Instructional Aide III

- (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) \_\_\_\_\_

- 275** Deny Claim
- 276** Approve/Ratify Certificated Employment Register No. 22-2002/2003
- 277** Approve/Ratify Classified Employment Register No. 22-2002/2003
- 278** Student Expulsion: Student A
- 279** Student Expulsion: Student B
- 280** Student Expulsion: Student C
- 281** Student Expulsion: Student D
- 282** Student Expulsion: Student E
- 283** Student Review: Student F

*ACTION ITEMS 275 THROUGH 283:*

M\_\_\_\_\_ S\_\_\_\_\_ Vote\_\_\_\_\_

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

*ADJOURNMENT:*

M\_\_\_\_\_ S\_\_\_\_\_ Vote\_\_\_\_\_