

EL RANCHO UNIFIED SCHOOL DISTRICT  
Pico Rivera, California

BOARD OF EDUCATION  
Regular Meeting  
7:00 PM

July 29, 2003  
City Council Chambers  
6615 Passons Blvd.

A G E N D A

CALL TO ORDER: Raul P. Salcido, President

PLEDGE OF ALLEGIANCE: Vincent Chavez

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  
David L. Fuller, Business Manager

RECORDER: Victoria N. Chavez

VISITORS: Register No. 2-2003/2004

ACKNOWLEDGMENT OF GUEST(S):

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

ADOPTION OF MINUTES:

17 Adopt the minutes of the Board of Education's regular meeting held July 8, 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) Bond Election Overview, Khush Gheyara, Caldwell Flores Winters, Inc.

**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 18 through 22)**

*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.*

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

- . 1 Approve Board of Education institutional memberships of approximately \$19,097.00 as recommended for the 2003/2004 fiscal year, payable from Board Dues/Memberships account.
- . 2 Approve Resolution No. 6-2003/2004 Ordering a Bond Election and Establishing Specifications of the Election Order.

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

- . 1 Approve attendance for nine certificated staff members from El Rancho High School to the "California Science Education" Conference on October 9-12, 2003 in Long Beach. Expenditures of \$4,575 payable from El Rancho High School Comprehensive School Reform Demonstration (CSRD) Program grant funds.
- . 2 Approve attendance for 20 parents from Selby Grove Elementary School to the Hispanic Outreach Taskforce "Parent Higher Education" Conference on October 11, 2003 at Rio Hondo College. Estimated expenditures of \$600 payable from Selby Grove Elementary School EIA/LEP funds.
- . 3 Approve/ratify consultant agreement with Toby Larson of Larson Communications, Inc. for providing a presentation (including materials) in the area of writing for staff at Rio Vista Elementary School on May 22, 2003 and June 2-3, 2003. Expenditures of \$6,257.32 payable from Rio Vista Elementary School II/USP funds.

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

- .4 Approve consultant agreement with Tony Wold, consultant, to provide four inservices for all principals and Lead-teachers on student data analysis that will assist them to improve student achievement. The inservice will be conducted at the Lopez Staff Development Center on September 15, 16, 18, 2003 and November 2003 (day to be determined), not to exceed four days. Expenditures of \$4,000 payable from the Title II-Staff Development.
- .5 Approve agreement with Marcy Romero, consultant, to provide translations and desktop publishing services to various schools and Departments for the 2003-2004 school year, effective July 29, 2003 through June 30, 2004. Fees for these services shall not exceed \$9,500 payable from Special & Alternative Education, Welfare & Attendance, Safe and Drug Free Schools, Research/Evaluation/Staff Development, Superintendent's Office, Title I and EIA funds as listed.
- .6 Approve agreement with Mark Wheat, video recording consultant, to provide video recording services for the El Rancho High School Varsity football games during the 2003-04 school year. Mr. Wheat will videotape away football games as well as all home games. Mr. Wheat will be paid \$30 per game, for a total of 11 games and one CIF final. Expenditure not to exceed \$400 payable from El Rancho High School ASB (50%) and El Rancho Football funds (50%).
- .7 Approve agreement with Armando Briones Jr., "Voice of the Dons", PA Announcer & Statistician, for services rendered as related to public address athletic events and statistician for the year 2003-04 on an event to event basis. Mr. Briones will be paid \$90 per event, (not to exceed \$810) and \$450 for work as statistician. Expenditures of \$1,260 payable from El Rancho High School ASB funds and El Rancho Football funds.
- .8 Approve agreement with Dr. Hector Gonzalez, Team Doctor, for services rendered as related to medical services at athletic events for the year 2003-2004. Effective September 1, 2003 through December 3, 2003, on an event to event basis. Dr. Gonzalez will be paid \$65 per event. Estimated expenditure of \$390 payable from El Rancho High School ASB funds.
- .9 Approve the application for the English Language Acquisition Program (ELAP) 2003-2004.
- .10 Approve Resolution No. 5-2003/2004 as per Education Code 60119 specifying availability of textbooks and instructional materials.

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

- . 1 Approve membership for the Director of Child Development Programs to the California Child Development Administrators Association for the 2003-2004 school year. Membership fee of \$300.00 payable from State Preschool funds.
- . 2 Approve the job description for the Child Development Supervisor.
- . 3 Approve/Ratify Consultant Agreement with Stephanie Banks, Speech-Language Pathologist, WACSEP to provide needed SDL Pre-school services at Maizeland for the summer school period of June 23, 2003 through July 3, 2003, 4.5 hours each day at the rate of \$30.80 per hour, payable from Special & Alternative Education/Severe Disorders of Language funds.
- . 4 Approve agreement with Dr. Wayne W. Hoeft, O.D., for State mandated vision screening services to K, 2<sup>nd</sup>, 5<sup>th</sup> & 8<sup>th</sup> grade students for the 2003-2004 school year. Cost of services (\$3.15) per student, not to exceed \$13,000.00 payable from Health Services/General Funds. Screening will take place during the month of January 2004.
- . 5 Approve consultant agreement with Miriam Hsieh, Speech-Language Pathologist to provide direct services to students requiring speech/language therapy for the 2003-2004 school year. Services commence August 25, 2003 through June 30, 2004 at a per diem rate of \$417.89 payable from Medi-Cal funds, not to exceed \$16,797.00.
- . 6 Approve/Ratify contract with the parent of an El Rancho Unified School District student to provide transportation to *Gallagher Pediatric Therapy*, Fullerton, CA, on a twice a week basis as indicated in the student's current Individualized Education Program (I.E.P.), commencing July 1, 2003 through December 31, 2003. The expenditure, not to exceed \$10.80 per day, payable from Special & Alternative Education /Non-Public School funds.
- . 7 Approve/Ratify Individual Service Tuition Agreements through the Whittier Area Cooperative Special Education Programs between ERUSD and *The Sycamores*, effective June 10, 2003 through June 13, 2003, for an approximate total of \$500.00.

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

- . 1 Approve/Ratify Business Office Reports:
  - a. Miscellaneous Cash Collections Receipt Nos. 19206 through 19326 totaling \$1,209,747.01.
  - b. Purchase Order Nos. P164097 through P164272 and including prior numbered confirming orders totaling \$919,043.23 and Cafeteria Purchase Orders totaling \$133,030.40.

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

- c. "A" Warrants Schedule 150 through 175 totaling \$5,590,096.32.
- d. "B" Warrants Nos. 633 through 673 totaling \$1,838,150.60.
- e. Revolving Cash Check No. 4809 through 4819 totaling \$3,458.93.
- f. Clearing Account Nos. 1281 through 1286 totaling \$434,467.66.

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

- .1 Approve job description and salary schedule reflecting the new position of Speech-Language Pathology Assistant, Range 24, to become effective July 30, 2003.
- .2 Approve attendance of administration and staff at the job fairs listed during the 2003-2004 fiscal year.
- .3 Approve agreement between El Rancho Unified School District and Discount Digital Copiers at a cost of \$7,500.00 per month. This will represent a yearly savings of over \$100,000.00 to the District in both categorical and general funds.

*CONSENT AGENDA ITEMS 18 THROUGH 22:*

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. 2-2003/2004**

- Teachers (7) First Year Probationary Contracts
- Teachers (4) Adult School Substitutes
- Teacher (1) Temporary Contract
- Teacher (2) Resignation
- Teacher (1) State pre-School Substitute
- Nurse (1) First Year Probationary Contract
- Teacher (1) Summer School Assignment
- Teacher (2) Extra-Duty Extra-Pay Assignment to align the Spanish 3 curriculum with cooperative learning activities emphasizing project-based learning from August 1, 2003 through August 30, 2003/ERHS
- Teachers (3) Extra-Duty Extra-Pay Assignment to provide an After School enrichment Program for Cal Works students/Magee
- Teacher (1) Stipend Pay to attend the WRITE Institute Conference on July 18, 2003 and August 1, 2003/South Ranchito
- Administrators (2) Extra-Duty Extra-Pay Assignment to complete a number of special project reports for 2002-2003 school year from July 18, 2003 through July 25, 2003/Adult School
- Teachers (5) Extra-Duty Extra-Pay Assignment to attend and participate in the Los Angeles County Office of Education (LACOE) College Preparatory Math (CPM) four Summer Workshops on August 19, 20, 21 and 22, 2003/ERHS
- Teachers (2) Stipend Pay Assignment to serve as facilitators for the STAR/SABE 2002-2003 Testing Program from October 1, 2003 through June 30, 2003/Rio Vista
- Teachers (2) Amend Board Item #276, Section S, Dated June 24, 2003 to include two teachers to facilitate the mandated California English Language Development Test (CELDT) testing from June 30, 2003 to August 8, 2003
- Teacher (1) Stipend Pay Assignment to serve as a National University Master Teacher/RMS
- Teacher (1) Extra-Duty Extra-Pay Assignment to provide Resource Specialist services to the students from July 23, 2003 through August 22, 2003 for two periods per day/Salazar
- Teacher (1) Extra-Duty Extra-Pay Assignment to teach pupils in the Independent Study and Home/Hospital Teaching programs for the 2003-2004 school year
- Teacher (1) Stipend Pay Assignment to attend the WRITE Institute Conf. on July 18 to Aug 1, 2003

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

- Early Retirement (1) School Secretary/Bilingual
- Early Retirement (1) Custodian
- Dismissal from Employment (1) Custodian
- Working Out of Category (1) Lead Custodian
- Summer Assignment (2) Clerk Typist II
- Summer Assignment (1) Computer Resource Aide
- Summer Assignment (1) Food Services Assistant
- Summer Assignment (1) Health Services Assistant
- Summer Assignment (2) Instructional Aide I
- Summer Assignment (6) Instructional Aide III
- Summer Assignment (3) Instructional Aide/SH
- Summer Assignment (1) Instructional Aide/SDL
- Summer Assignment (7) Library Media Assistant

*CLOSED SESSION:*

- Summer Assignment (2) Library Media Technician
- Summer Session Substitute Employment (9) Child Care Attendant
- Unclassified (1) ASB Worker
- Unclassified (2) College Tutor
- Unclassified (7) Instructional Aide Trainee
- Unclassified (1) Translator

- (3) Student Disciplinary Matters: Students A through H
- (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) \_\_\_\_\_

- 23** Deny Claim.
- 24** Approve/Ratify Certificated Employment Register No. 2-2003/2004
- 25** Approve/Ratify Classified Employment Register No. 2-2003/2004
- 26** Student Expulsion: Student A
- 27** Student Expulsion: Student B
- 28** Student Expulsion: Student C
- 29** Student Expulsion: Student D
- 30** Student Expulsion: Student E
- 31** Student Expulsion: Student F
- 32** Student Expulsion: Student G
- 33** Student Expulsion: Student H

*ACTION ITEMS 23 THROUGH 33:*

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

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

*ADJOURNMENT:*

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