

EL RANCHO UNIFIED SCHOOL DISTRICT
Pico Rivera, California

BOARD OF EDUCATION
6:00 PM Closed Session
7:00 PM Regular Meeting

September 23, 2003
City Council Chambers
6615 Passons Blvd.

A G E N D A

CALL TO ORDER: Raul P. Salcido, 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

CLOSED SESSION:

- (1) Public Employee Performance Evaluation
- (2) Public Employee Appointment/Evaluation/Resignation/Dismissal/Release:
Certificated Register No. 5-2003/2004
 - Teacher (1) Long-Term Contract
 - Teachers (2) Pre-School and Child Development Substitutes
 - Teachers (41) El Rancho Adult School Staff (Regular/Substitutes)
 - Teachers (5) Substitutes
 - Teachers (67) Temporary Contracts for the 2003-2004 School Year
 - Teachers (4) Permanent Status
 - Teacher (1) First-Year Probationary Status
 - Teacher (1) Second-Year Probationary Status
 - Teachers (4) Supplemental Pay for serving on Marching Band, Annual, Newspaper/Burke
 - Teachers (23) Extra-Duty Extra-Pay Assignment to provide tutorial and homework services/Birney
 - Teachers (14) Extra-Duty Extra-Pay Assignment to work as needed in the Afterschool Tutoring Program/Meller
 - Teachers (2) Stipend Pay Assignment to provide inservice to implement the Conflict Resolution/Youth Mediation Program from October 1, 2003 through June 4, 2004/Meller
 - Teacher (1) Extra-Duty Extra-Pay Assignment to serve as Student Council Advisor from October 6, 2003 through May 28, 2004/Meller
 - Teachers (25) Extra-Duty Extra-Pay Assignment to supervise students in the Behavioral Intervention Center (BIC) from September 9, 2003 through November 19, 2003/ERHS
 - Teachers (32) Extra-Duty Extra-Pay Assignment to teach the Extended Programs Academy from September 25, 2003 through June 4, 2004/North Park Middle
 - Teachers (18) Extra-Duty Extra-Pay Assignment to serve as tutors for the Homework Club from September 30, 2003 through June 11, 2004/North Park Middle
 - Teacher (1) Stipend Pay to provide services as ASB Advisor for the 2003-2004 school year/Rivera Middle

CLOSED SESSION:

- Teacher (1) Stipend Pay to provide services as Drama Club Advisor for the 2003-2004 school year/Rivera Middle
- Teacher (1) Stipend Pay to provide services as Vocal Music club Advisor for the 2003-2004 school year/Rivera Middle
- Teacher (1) Extra-Duty Extra-Pay Assignment to conduct the after-school enrichment program from September 2, 2003 through June 17, 2004/Selby Grove
- Teachers (2) Extra-Duty Extra-Pay Assignment to facilitate the implementation of the School Plan and the English Language Learner Assessment Program from September 24, 2003 through June 17, 2004/Selby Grove
- Teacher (1) Stipend pay for attendance and participation in the LACOE College Preparatory Math (CPM) four Summer Workshops on August 19, 20, 21 and 23, 2003/ERHS
- Teacher (1) Extra-Duty Extra-Pay Assignment to work the Bilingual math Tutoring Lab from September 15, 2003 through June 19, 2004/ERHS
- Teachers (13) Extra-Duty Extra-Pay Assignment to work with students in the computer lab before school, during lunch and after school from September 8, 2003 through June 16, 2004/ERHS
- Teacher (1) Extra-Duty Extra-Pay Assignment to provide services as the Student Council Advisor and supervise all student elections/activities from September 24, 2003 through June 12, 2004/Adult School
- Teachers (2) Extra-Duty Extra-Pay Assignment to supervise Saturday morning educational programs and instructional staff beginning September 27, 2003 through June 12, 2004/Adult School
- Teacher (1) Stipend Pay to work as coordinator for the Bilingual Parent Advisory Committee from October 1, 2003 through May 15, 2004/Burke Middle
- Teachers (15) Extra-Duty Extra-Pay Assignment to be future support providers for the 2003-2004 pre-interns, interns or beginning teacher inductees on August 19 and 20, 2003 (ERFT Reimbursement Item)

(3) Public Employee Appointment/Evaluation/Resignation/Dismissal/Release:
Classified Register No. 5-2003/2004

- Probationary Employment (1) Chief Business Officer
- Amendment to Salary from 2002/2003 Classified Employment Register No. 15, Section A (1) Instructional Aide/LH
- Resignation (3) Child Care Attendant
- Resignation (1) Instructional Aide/SH
- Unpaid Leave of Absence (1) Child Care Attendant
- Return from Unpaid Leave of Absence (1) Instructional Aide III
- Working out of Category (3) Cook/Baker
- Working out of Category (1) Instructional Aide/SH
- Change of Job Assignment/Perm./No Benefits (1) Instructional Aide/LH
- Change in Hours/Perm (1) Instructional Aide III
- Change in Hours/Perm (5) Instructional Aide/SH
- Change in Job Assignment/Change in Hours (4) Instructional Aide/SH
- Change in Job Assignment/Location Change (2) Instructional Aide/SH
- Temporary employment (2) Clerk Typist I
- Temporary employment (1) Computer Resource Aide
- Temporary employment (1) AV Clerk /Int/Resource
- Summer Assignment (3) Cafeteria Manager I
- Summer Assignment (1) Clerk Typist I
- Summer Assignment (1) Instructional Aide III
- Summer Assignment (1) Instructional Aide/SH
- Summer Assignment (1) Personnel Technician
- Summer Assignment (1) SnackBar Coordinator
- Substitute employment (7) Cafeteria Helper I
- Substitute employment (1) Child Care Attendant

CLOSED SESSION:

- Substitute employment (1) Clerk Typist II
- Substitute employment (1) Custodian
- Substitute employment (1) Instructional Aide III
- Substitute employment (1) Instructional Aide/LH
- Substitute employment (1) Instructional Aide/RSP
- Substitute employment (1) Instructional Aide/SDL
- Substitute employment (1) Instructional Aide/SH
- Substitute employment (1) School Secretary/Bilingual
- Unclassified (15) ASB Worker
- Unclassified (4) Instructional Aide Trainee
- Unclassified (7) Noon Supervisor

- (4) Student Disciplinary Matters: Students A through B
- (5) Conference with Labor Negotiator: ERFT/CSEA/ERASA/Other Unrepresented Employees
- (6) Conference with Legal Counsel: Anticipated Litigation

CONVENE OPEN SESSION:

PLEDGE OF ALLEGIANCE: Student Council President, North Park MS

ASB BOARD MEMBER: Chris Arroyo, ASB President, El Rancho HS

RECORDER: Victoria N. Chavez

VISITORS: Register No. 5-2003/2004

STUDENT GOVERNMENT, NORTH PARK MIDDLE SCHOOL:

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:

69 Adopt the minutes of the Board of Education’s regular meeting held September 9, 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.

◆ Hall of Fame Recipients, *Anne Eichman*

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 70 through 73)

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.

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

. 1 Approve Resolution No. 10-2003/2004 authorizing staff to enter into contract with Flewelling and Moody for architectural services.

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

. 1 Approve attendance for the Instructional Media Assistant from El Rancho High School to the California School Library Association (CSLA) Annual Conference in Ontario on November 12-14, 2003. Estimated expenditures of \$452 payable from El Rancho High School Title V funds.

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

- .2 Approve attendance/participation of the El Rancho High School Boys' Cross Country Teams to the 25th Annual Clovis Cross Country Invitational on Friday and Saturday, October 10-11, 2003 in Fresno. Accommodations will be at the Red Roof Inn and transportation will be by El Rancho Van. Total expenditures of \$830 for accommodations, meals and transportation payable from El Rancho High School Cross County Team program funds and student fundraisers at no cost to the District.
- .3 Approve educational field trip for 20 Outdoor Club/Fishing & Service Organization student members and six teachers from El Rancho High School to Switzer Falls on Saturday, September 27, 2003. Transportation to be provided by parents and faculty. District Driver Insurance Forms have been submitted for all drivers. Each student will be required to submit a parent permission slip indicating that private transportation will be provided. No cost to the District will be incurred.
- .4 Approve consultant agreement with Elenore Rodriguez, Parent Education Consultant, to provide parent education services and training for parents of Meller Elementary School, effective September 26, 2003 through June 4, 2004. Total expenditures of \$4,480 payable in two increments of \$2,240 each. In February of 2004 and in June of 2004 payable from Meller Elementary School II/USP funds.
- .5 Approve/ratify agreement with Larson Communications, Inc. for services and training provided to Meller Elementary School's certificated staff. The Larson Communications, Inc. representative will provide one full day and two half days of Step Up to Writing Training workshops as follows: August 26, 2003, November 12, 2003 and January 21, 2004. Expenditures of \$2,100 payable from Meller Elementary School II/USP funds.
- .6 Approve amendment to Item 19.1 approved on July 29, 2003. Amendment will include additional parking and food expenditures for teachers' attendance at the California Science Education Conference in Long Beach on October 9-12, 2003. Additional expenditures of \$665 payable from El Rancho High School CSRD funds.

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

- .1 Approve attendance for five (5) Adult School Teachers to attend California Teachers of English to Speakers of Other Languages (CATESOL) Regional Conference on Saturday, October 25, 2003 at Cal State Polytechnic University in Pomona. Total not to exceed \$265.00 payable from Adult School Funds.

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

- . 2 Approve/Ratify Student Teaching Agreement between Biola University, La Mirada and El Rancho Unified School District to provide teaching experience through practice teaching to students enrolled in teacher training curricula of the University. Services at the rate of \$15.00 per unit shall be paid to the Master Teacher from Staff Development funds and reimbursed by Biola University. The terms of this agreement shall commence on September 1, 2003 to September 1, 2004.
- . 3 Approve educational field trip for (80) 4th & 5th grade students and (10) adults from Durfee Elementary to the IMAX Cinemas at the California Science Center in Los Angeles on October 21, 2003. Expenditures of \$361.25 payable from De Colores Community Learning Center funds. Transportation will be provided by Pupil Transportation Company.
- . 4 Approve educational field trip for (80) 4th & 5th grade students and (10) adults from Rio Vista Elementary to the IMAX Cinemas at the California Science Center in Los Angeles on October 22, 2003. Expenditures of \$361.25 payable from De Colores Community Learning Center funds. Transportation will be provided by Pupil Transportation Company.
- . 5 Approve/Ratify employment of Karla Vasquez to provide special education translation services to the Special & Alternative Education Department for the period September 24, 2003 through August 31, 2004, payable at the rate of \$20.00 per hour from Special & Alternative Education funds.
- . 6 Approve/Ratify the Interdistrict Attendance Agreement between the Montebello Unified School District and the El Rancho Unified School District from July 1, 2003 through June 30, 2008.
- . 7 Approve/Ratify General and Individual Service Tuition Agreement through the Whittier Area Cooperative Special Education Program between ERUSD and *Oralingua School for the Hearing Impaired, Inc.*, effective July 7, 2003 through June 11, 2004, as per Individualized Education Program, for a total sum not to exceed \$57,440.00.
- . 8 Approve/Ratify General and Individual Service Tuition Agreement through the Whittier Area Cooperative Special Education Program between ERUSD and *Zinsmeyer Academy*, effective July 1, 2003 through June 25, 2004, as per Individualized Education Program, for a total sum not to exceed \$79,880.20.
- . 9 Approve/Ratify Individual Service Tuition Agreement through the Whittier Area Cooperative Special Education Program between ERUSD and *Gallagher Pediatric Therapy*, effective August 28, 2003 through June 30, 2004, as per Occupational Therapy sessions, not to exceed 1,844 sessions, for a total sum not to exceed \$138,300.00.

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

- . 1 Approve/Ratify Business Office Reports:
 - a. Miscellaneous Cash Collections Receipt Nos. 19424 through 19481 totaling \$865,171.75.
 - b. Purchase Order Nos. P164604 through P164739 and including prior numbered confirming orders totaling \$541,490.83 and Cafeteria Purchase Orders totaling \$155,379.68.
 - c. "A" Warrants Schedule 211 through 237 totaling \$1,511,953.38.
 - d. "B" Warrants Nos. 675 through 715 totaling \$2,201,390.53.
 - e. Revolving Cash Check No. 4841 through 4847 totaling \$4,511.39.
 - f. Clearing Account Nos. 1291 through 1291 totaling \$52,076.05.
- . 2 Approve the El Rancho Unified School District's 2002-2003 Unaudited Actuals pursuant to Education Code Section 42100.
- . 3 Adopt Resolution No. 9-2003/2004, Amendment to Signature Resolution No. 23-2002/2003, authorizing the signature of the Chief Business Officer on warrants, Cafeteria Account, Revolving Cash Checks, Orders for Salary Payment, Notices of Employment and contracts.
- . 4 Approve Change Order No. 7 for the Modernization Project at North Park Middle School by Morillo Construction Co. for a total credit of \$115,000.00 to the Modernization Fund.
- . 5 Approve Change Order No. 4 for the Modernization Project at Magee Elementary School by Morillo Construction Co. for a total cost of \$19,318.69 payable from the Modernization Fund.
- . 6 Approve Change Order No. 5 for the Modernization Project at Rio Vista Elementary School by Morillo Construction Co. for a total credit of \$560.98 payable from the Modernization Fund.
- . 7 Approve attendance for Maintenance personnel to attend the "Pool Heater Seminar" in Costa Mesa on November 18, 2003. Total registration cost of \$60.00 payable from General Funds, Maintenance Account.

CONSENT AGENDA ITEMS 70 THROUGH 73:

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:

Closed session items not covered in the previous 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.

RECONVENE INTO OPEN SESSION:

PUBLIC REPORT OF CLOSED SESSION ACTION:

- (1) _____
- (2) _____
- (3) _____
- (4) _____
- (5) _____
- (6) _____

- 74 Approve/Ratify Certificated Employment Register No. 5-2003/2004
- 75 Approve/Ratify Classified Employment Register No. 5-2003/2004
- 76 Student Expulsion: Student A
- 77 Student Expulsion: Student B

ACTION ITEMS 74 THROUGH 77:

M_____S_____Vote_____

(Exception:_____)

ADJOURNMENT:

M_____S_____Vote_____