

EL RANCHO UNIFIED SCHOOL DISTRICT

Pico Rivera, California

BOARD OF EDUCATION
Organizational Meeting
7:00 PM

December 10, 2002
City Council Chambers
6615 Passons Blvd.

A G E N D A

CALL TO ORDER: Rita Jo Ramirez, President

PLEDGE OF ALLEGIANCE: Samantha Aguilar, Rivera Middle School
Student Council President

ROLL CALL: Rita Jo Ramirez, President
Frank P. Boyce, Vice President
Raul P. Salcido, Clerk
Vincent Chavez, Member
Lupe Salas, 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

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

RECORDER: Victoria N. Chavez

VISITORS: Register No. 11-2002/2003

ACKNOWLEDGMENT OF GUEST(S):

ORGANIZATION OF THE BOARD:

110 Nomination and election of Board of Education 2003 **President**.

M_____ S_____ Vote_____

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

ORGANIZATION OF THE BOARD:

111 Nomination and election of Board of Education 2003 Vice President.

M _____ S _____ Vote _____

112 Nomination and election of Board of Education 2003 Clerk.

M _____ S _____ Vote _____

113 Adopt the Board of Education calendar of regular meetings for 2003, 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 14, 2003; May 13, 2003; September 23, 2003; January 28, 2003; May 27, 2003; October 14, 2003; February 11, 2003; June 10, 2003; October 28, 2003; February 25, 2003; June 24, 2003; November 25, 2003; March 11, 2003; July 8, 2003; December 9, 2003; March 25, 2003; July 22, 2003; April 8, 2003; August 26, 2003; April 22, 2003; September 9, 2003

M _____ S _____ Vote _____

114 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)(1st of 2 yrs)
e. WACSEP Trustees Review Committee
f. Whittier Area School Trustees Assoc. Executive Board (2nd of 2 yrs)
F. Boyce
R. Ramirez
L. Salas

M _____ S _____ Vote _____

STUDENT GOVERNMENT, RIVERA MIDDLE SCHOOL:

- ❖ Samantha Aguilar, President, 8th grade.
- ❖ Otoniel Gomez, Vice President, 8th grade.
- ❖ Sergio Oropeza, Secretary, 8th grade.
- ❖ Rachel Vasquez, Treasurer, 8th grade.

ASB REPORT:

Adriana Arroyo, ASB President at El Rancho High School, will report on past and future activities.

BOARD OF TRUSTEE PRESENTATIONS:

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

- ❖ Presentation to Rita Jo Ramirez for her service as 2002 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:

- 115 Adopt the minutes of the Board of Education’s regular meeting held November 26, 2002.

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 116 through 119)

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.

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

- . 1 Approve attendance for one administrator from North Park Middle School to the National Association of Secondary School Principals Convention on February 21-24, 2003 in San Diego. Expenditure of \$620 payable from North Park Middle School SIP funds.
- . 2 Approve attendance for 19 peer helper students and 1 certificated staff member/Peer Helper Advisor from North Park Middle School to the 5th Annual Pomona Peer Resources Conference on February 6, 2003 in Pomona. Transportation provided by PTC. Expenditures of \$1,070 payable from North Park Middle School SIP funds.
- . 3 Approve attendance for two certificated staff members from Meller Elementary School to The Teachers' Source for Balanced Literacy K-3 Seminar on January 9, 2003 in Glendale. Estimated expenditures of \$598 payable from Meller Elementary School II/USP funds.
- . 4 Approve attendance for one certificated staff member from El Rancho High School to the Florida Educational Technology Conference 2003 on February 4-6, 2003 in Orlando, Florida. Expenditures of \$1,000 payable from El Rancho High School CSRD funds.
- . 5 Approve attendance for one certificated staff member from El Rancho High School to the California Mathematics Council Annual Conference on February 7-8, 2003 in San Diego. Expenditures of \$821 payable from El Rancho High School Title II Eisenhower funds.
- . 6 Approve attendance for one certificated staff member from El Rancho High School to the Co-nect Leadership Institute-School Facilitator Conference on January 12-17, 2003 in Atlanta, Georgia. Expenditures of \$800 payable from El Rancho High School CSRD funds.

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

- .7 Approve/ratify attendance for one certificated staff member from El Rancho High School to the California School Library Association (CSLA) Annual Conference on November 13-16, 2002 in Sacramento. Expenditures of \$970 payable from El Rancho High School Title VI funds.
- .8 Approve attendance for five certificated staff members Selby Grove Elementary School to the How to Handle the Hard to Handle Student K-5 Seminar on January 22, 2003 in Anaheim. Expenditures of \$1,350 payable from Selby Grove Elementary School SIP and Title I funds.
- .9 Approve educational field trip for 22 students, 3 teachers and 1 parent volunteer from Rivera Middle School to the AstroCamp Program at the Desert Sun Science Center in the San Jacinto Mountains from January 17-19, 2003. Expenditures of \$450 payable from Rivera Middle School SIP fund.
- .10 Approve educational field trip for 25 Outdoor Club/Fishing and Service Organization student members and 7 adult chaperones from El Rancho High School to Sandstone in Malibu on December 14, 2002. Parents and faculty members will provide transportation for students. The "Driver Information Form" has been submitted for each driver. Students will be required to submit a parent permission slip indicating that private transportation will be provided. No cost to the District will be incurred.
- .11 Approve educational field trip for 20 eighth grade students and two teachers chaperones from North Park Middle School to Washington D.C. on June 2-6, 2003. Bus transportation to and from the airport provided by PTC. Bus expenses charged to ASB funds and substitute expenses charged to SIP funds as listed. Cost per student is approximately \$1,100. Student and chaperone costs to be paid through fundraisers and each individual.
- .12 Approve consultant agreement with Rob Coracevich, music consultant, to provide music services to 3rd-5th grade students at Birney Elementary School at the hourly rate of \$25 per hour, on Mondays, from 3-5 p.m. from January 6, 2003 through June 16, 2003. Expenditures not to exceed \$950 payable from Birney Elementary School PTA funds.
- .13 Approve/ratify consultant agreement with Mark Wheat, video recording consultant, to provide video recording services for El Rancho High School varsity football games during the 2002-2003 school year for home and away games. Services effective September 6, 2002 through November 29, 2002. Expenditures of \$30 each for 11 football games and 1 CIF finals are payable equally from El Rancho High School ASB and Football funds.
- .14 Approve the submission of the 2002-2003 Single Plan for Student Achievement for all District schools.

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

- . 1 Approve attendance of three El Rancho High School teachers at "The Parent Project" Facilitator Training Workshop in Ontario on January 20-24, 2003. Expenditures of \$3,180 for registration, travel and substitute costs to be taken from Nell Soto Parent Grant.
- . 2 Approve M.O.U. (Memorandum of Understanding) between El Rancho Unified School District (South Ranchito Elementary School) and California Nutrition Network at East Los Angeles College to be effective January 6, 2003 through September 30, 2003.
- . 3 Approve attendance at "The At-Risk Student Workshop" in Santa Ana, California on January 13, 2003 for one Student Intervention & Support Resource Teacher and seven Psychologists. Estimated expenditure of \$111 payable from Special & Alternative Education account and \$777 payable from Psychologist account.
- . 4 Approve attendance at the Autism Spectrum and Related Disorders Conference in Fullerton, CA on January 16-17, 2003 for one Inclusion Specialist, D.O. 3. Estimated expenditure of \$271 payable from Special & Alternative Education account Severely Handicapped.
- . 5 Approve/Ratify General and Individual Service Tuition Agreements through the Whittier Area Cooperative Special Education Programs between ERUSD and Total Communication Center effective August 7, 2002 through June 19, 2003 for an approximate total of \$12,656.
- . 6 Approve/Ratify Addendum to the Individual Agreement approved on October 8, 2002, Board Item 56.10 through the Whittier Area Cooperative Special Education Program and Live Oak Canyon School, include additional service; new contract amount \$7,980.

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

- . 1 Approve/Ratify Business Office Reports:
 - a. Miscellaneous Cash Collections Receipt Nos. 18346 through 18448 totaling \$687,421.60.
 - b. Purchase Order Nos. P162756 through P162976 and including prior numbered confirming orders totaling \$1,587,937.92 and Cafeteria Purchase Orders totaling \$87,919.81.
 - c. "A" Warrants Schedule CID through E41 totaling \$5,617,432.00.
 - d. "B" Warrants Nos. 303 through 383 totaling \$4,087,539.87.
 - e. Revolving Cash Check No. 4771 through 4775 totaling \$1,913.00.
 - f. Clearing Account Nos. 1252 through 1256 totaling \$200,929.02.

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

- . 2 Approve budgets and first interim report and a positive certification of El Rancho Unified School District's ability to meet its 2002-2003 obligations and designate the Business Manager to sign the necessary documents for certification.
- . 3 Adopt Signature Resolution No. 23-2002/2003 authorizing the signature of either the Superintendent, Asst. Superintendent of Research/Evaluation/Staff Development, Asst. Superintendent of Human Resources, Business and Support Services, Acting Asst. Superintendent of Education, Business Manager 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 2003 at a cost of \$1,680.00 plus expenses, to be paid from General Fund and authorize David L. Fuller, Business Manager, to sign all necessary paperwork.
- . 5 Approve agreement with Stephen Payte DSA Inspections, Inc. to provide mandated DSA inspection services for El Rancho High School, North Ranchito Elementary School, Rivera Elementary School, Rivera Middle School and Valencia Elementary School for modernization and construction projects at a cost of \$45.00 per hour for a DSA Inspector and \$55.00 per hour for a Class 1 DSA Inspector of Record and authorize David L. Fuller, Business Manager, to sign all necessary paperwork. Costs to be paid from Modernization and Facilities funds.
- . 6 Approve Change Order No. 7 for the Modernization Project at Rivera Elementary School by Current Enterprises, Inc. in the total amount of \$17,504.44 payable from the Modernization Fund.
- . 7 Approve Change Order No. 8 for the Modernization Project at Rivera Elementary School by Current Enterprises, Inc. in the total amount of \$21,012.37 payable from the Modernization Fund.
- . 8 Approve Change Order No. 9 for the Modernization Project at Rivera Elementary School by Current Enterprises, Inc. in the total amount of \$34,154.32 payable from the Modernization Fund.
- . 9 Approve Change Order No. 7 for the Modernization Project at Rivera Middle School by current Enterprises, Inc. in the total amount of \$85,077.75 payable from the Modernization Fund.

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

- .10 Approve Change Order No. 8 for the Modernization Project at Rivera Middle School by Current Enterprises, Inc. for a credit in the amount of \$3,541.61 payable to the Modernization Fund.
- .11 Approve Change Order No. 9 for the Modernization Project at Rivera Middle School by current Enterprises, Inc. for a total amount of \$44,007.19 payable from the Modernization Fund.
- .12 Approve Change Order No. 10 for the Modernization Project at Rivera Middle School by Current Enterprises, Inc. for a total amount of \$60,412.90 payable from the Modernization Fund.
- .13 Approve Change Order No. 5 for the Modernization Project at South Ranchito Elementary School by Cal-City Construction Inc. for a credit in the amount of \$89,357.64 payable to the Modernization Fund.
- .14 Approve final payment to Universal Asphalt for replacement of asphalt paving at the Child Development Center (Maizeland). Total project cost payable from Child Development Services State Grant and State Deferred Maintenance Funds.
- .15 Approve final payment to Paramount Painting for the exterior painting of El Rancho High School. Total project cost payable from the State Deferred Maintenance Program.
- .16 Approve final payment to Charlie's Fence Co. for the fence replacement at El Rancho High School Stadium. Total project cost payable through the Insurance Safety Fund.
- .17 Approve final payment to Collins & Aikman Floor Covering Inc. for replacement of carpet and floor tile at El Rancho High School Library Building. Total project cost payable from El Rancho High School Funds.
- .18 Approve final payment to Southern California Roofing Co. for Roof Replacement at three schools. Total project cost payable from the State Deferred Maintenance Program.
- .19 Approve transfer of not more than \$474,544.00 into the Deferred Maintenance Fund in order to receive State Matching Funds.

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

- . 1 Approval of attached agreement by and between Interquest Detection Canines and the El Rancho Unified School District for substance awareness and detection services for the period of December 2002 through June 2003.

CONSENT AGENDA ITEMS 116 THROUGH 119:

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. 10-2002/2003**

- Teacher (5) Day-To-Day Substitutes
- Teacher (1) Early Retirement
- Administrator (1) Early Retirement
- Teachers (4) Supplemental Pay Assignment for Band, Annual & Newspaper
- Teacher (1) Extra-Duty Extra-Pay Assignment to provide parent education and family reading nights aligned to the California State Standards/Rio Vista

CLOSED SESSION:

- Teachers (3) Stipend Pay for the rewriting and completion of the new School Level Plan/Burke
- Teachers (3) Stipend Pay for compliance check of English Language learners/Burke
- Teachers (46) Extra-Duty Extra-Pay Assignment to conduct the Behavioral Intervention Center during the second trimester/ERHS
- Teachers (5) Extra-Duty Extra-Pay Assignment to conduct the Title I Tutoring Program/Obregon
- Teacher (1) Extra-Duty Extra-Pay Assignment to provide an after-school math intervention program for students who are performing below grade level/Valencia
- Teachers (26) Extra-Duty Extra-Pay Assignment to receive training for the Accelerated Reader Program/North Park
- Teachers (10) Stipend Pay to prepare students for the District competitions of Math Counts, Spelling Bee, and Science Bowl/North Park
- Teacher (1) Stipend Pay to conduct a Drill Team/Cheerleading Program/Rio Vista
- Teachers (16) Extra-Duty Extra-Pay Assignment to develop and implement the intensive after-school intervention program/North Park

(2) Public Employee Appointment/Evaluation/Resignation/Dismissal/Release:
Classified Register No. 10-2002/2003

- Probationary (2) Data Processing Clerk I
- Probationary (1) School Secretary
- Probationary (1) Classified Personnel Secretary
- Dismissal (1) Custodian
- Release of Employment (1) Child Care Attendant
- Resignation (1) Child Care Attendant
- Resignation (1) Custodian
- Working out of Category (2) Cook/Baker
- Working out of Category (1) Maintenance Worker II
- Administrative Increase of hours (1) Offset Equipment Operator
- In Addition to Regular Assignment (1) Instructional Aide III
- Substitute (1) Child Care Attendant
- Substitute (1) Cafeteria Helper I
- Substitute (5) Instructional Aide Resource Specialist Program
- Substitute (5) Instructional Aide Learning Handicap
- Substitute (5) Instructional Aide Severe Disorder of Language
- Substitute (5) Instructional Aide Severely Handicap
- Unclassified (23) College Tutor
- Unclassified (1) Instructional Aide Trainee
- Unclassified (1) Noon Supervisor
- Unclassified (2) ASB Worker
- Unclassified (1) Walk on JV Soccer

(3) Student Disciplinary Matters: Students A through E

(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) _____

- 120** Approve/Ratify Certificated Employment Register No. 10-2002/2003
- 121** Approve/Ratify Classified Employment Register No. 10-2002/2003
- 122** Student Expulsion: Student A
- 123** Student Expulsion: Student B
- 124** Student Expulsion: Student C
- 125** Student Expulsion: Student D
- 126** Student Expulsion: Student E

ACTION ITEMS 120 THROUGH 126:

M_____S_____Vote_____

(Exception:_____)

ADJOURNMENT:

M_____S_____Vote_____