

EL RANCHO UNIFIED SCHOOL DISTRICT

Pico Rivera, California

BOARD OF EDUCATION
Regular Meeting
7:00 PM

August 27, 2002
City Council Chambers
6615 Passons Blvd.

A G E N D A

CALL TO ORDER: Rita Jo Ramirez, President

PLEDGE OF ALLEGIANCE: Lupe Salas, Member

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

RECORDER: Victoria N. Chavez

VISITORS: Register No. 4-2002/2003

ACKNOWLEDGMENT OF GUEST(S):

The Superintendent recommends that the Board of Education:

ADOPTION OF MINUTES:

19 Adopt the minutes of the Board of Education's regular meeting held July 23, 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.

❖ Preliminary 2002 Test Results, 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 20 through 23)

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.

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

- . 1 Approve attendance for three certificated staff members from Birney Elementary School to "Word Study: Bridging Reading, Writing and Spelling" on September 11, 2002, November 13, 2002 and December 12, 2002. The workshop is sponsored by the California Reading and Literature Project and will be held at Birney Elementary School (4:30-7:30—p.m.). Expenditures of \$450 payable from EIA/LEP funds.
- . 2 Approve consultant agreement with Nancy Velasco, Intern Counselor, to provide counseling services for students Birney Elementary School. Payable at the hourly rate of \$15 per hour, for three to six hours per day (based on the consultant's schedule), Monday through Friday, effective September 3, 2002 through June 10, 2003. Expenditures of \$6,792 payable from SIP and EIA/LEP funds on a monthly basis.
- . 3 Approve/ratify consultant agreement with Dr. Barbara Flores, consultant, to present a workshop in the area of vocabulary development and reading comprehension to South Ranchito Elementary School staff on August 27, 2002. Expenditures of \$1,000 payable from SIP funds.

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

- . 4 Approve/ratify consultant agreements with Ms. Jackie Peters, Colorguard Instructor and Ms. Rhonda Choat, Colorguard Consultant, to provide Color Guard, Drill Team and Drill Design services to the El Rancho High School Band for the school year (August-May) 2002-2003. Estimated total expenditures of \$9,000 payable as follows: Ms. Peters \$4,500 and Ms. Choat \$4,500 payable on a monthly basis from El Rancho High School General Fund.
- . 5 Approve consultant agreement with Camfel Productions, Inc. to provide three school assemblies in the area of multicultural education and safe/drug free school programs for Rivera Middle School students and staff on October 10, 2002. Total expenditures of \$750 payable from Rivera Middle School ASB funds.
- . 6 Approve/ratify agreement with Co-nect SCR (Comprehensive School Reform Services) and El Rancho Unified School District on behalf of El Rancho High School, effective July 1, 2002 through June 30, 2005. For services provided the District agrees to pay Co-nect as follows \$217,692 payable in two equal installments of \$108,846 on September 30, 2002 and January 31, 2003 for the first twelve months of the service period. Payment not to exceed \$217,692 payable from Comprehensive School Reform Demonstration Grant.
- . 7 Approve/ratify District membership with the Music Center of Los Angeles County for the 2002-2003 school year, effective July 1, 2002 through June 30, 2003. Membership fee of \$750 payable from the Assistant Superintendent of Educational Services funds.
- . 8 Approve/ratify attendance by principal and one certificated staff member from El Rancho High School to the Co-nect Conference for Facilitators and Principals July 22-26, 2002 in Needham, Mass. Expenditures not to exceed \$1,800 payable from the Comprehensive School Reform Demonstration Planning Grant.

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

- . 1 Approve agreement with California Reading and Literature Project, (CRLP) California State University, Los Angeles to provide RESULTS Training for 25 new teachers on August 12, 13, 14, 2002 in the District's Conference Room. Cost of \$5,671.00 will be payable from Staff Development funds.

21 DIVISION OF RESEARCH/EVALUATION/STAFF DEVELOPMENT --

Anne Eichman (562) 801-5197

- .2 Approve contract for AB75 Administrative Training Services with Los Angeles County Office of Education (LACOE) and California School Leadership Academy (CSLA) for 2002/03 for a total of \$75,600.
- .3 Approve/Ratify Student Teaching Agreement (T1000059) between El Rancho Unified School District and California State University, Fullerton effective July 1, 2001 through June 30, 2005.
- .4 Approve/Ratify Student Teaching Agreement (No. 13-053-0702) between El Rancho Unified School District and California State University, Long Beach effective July 24, 2002 through July 31, 2007.
- .5 Approve attendance of Assistant Superintendent at the Fall 2002 Evaluators' Meeting and California Educational Research Association (CERA) Conference in Santa Barbara on November 13 - 15, 2002. Estimated expenditures of \$1,335.00 payable from Research, Evaluation and Staff Development funds.
- .6 Approve membership to the California Child Development Administrators Association (CCDAA) for the Director of Child Development Programs. Cost of \$200.00 for the 2002/03 school year will be payable from State Preschool funds.
- .7 Approve/ratify the Interdistrict Attendance Agreement between the Garvey School District and the El Rancho Unified School District.
- .8 Approval of the agreement for Vision Screening with Dr. Wayne W. Hoeft, O.D., for the 2002-2003 school year. Cost of services (\$3.15) per student, not to exceed \$13,000 will be payable from the Health Services/General Funds.
- .9 Approve agreement with the City of Pico Rivera for joint funding of Special Event Law Enforcement Services, Truancy Officer. The total cost of \$47,036 for ten months from September 1, 2002 through June 30, 2003, will be payable from Special & Alternative Education funds.
- .10 Approve/Ratify attendance of two Birney Elementary, one Durfee Elementary, two Magee Elementary, one North Ranchito, one Rivera Elementary and one Selby Grove Elementary School teachers at the Whittier Area Cooperative Special Education Program (WACSEP) Inclusion Specialist inservice, at the Community Center, in Santa Fe Springs, CA on July 16 and 17, 2002, for 3 hours each day, payable at the \$30.80 hourly rate from Special & Alternative Education/Severely Handicapped funds.

21 DIVISION OF RESEARCH/EVALUATION/STAFF DEVELOPMENT --

Anne Eichman (562) 801-5197

- .11 Approve consultant contract with Speech-Language Pathologist, Miriam Hsieh, at a per diem rate of Four Hundred Seventeen Dollars and Eighty-Nine cents (\$417.89), payable from the Special & Alternative Education/Communication Program funds.
- .12 Approve consultant agreement with Jean Davis, of the Pulliam Group, to conduct an evaluation of El Rancho High School's Special Education Program, to be conducted not later than December 31, 2002, payable at the rate of \$4,500 for three days service. Mileage will be paid at the rate of 34.5 cents per mile and meals and other expenses incurred at the district's direction. Expenditures will be payable from Special & Alternative Education funds.
- .13 Approve memberships in California Association of Supervisors of Child Welfare & Attendance (CASCWA), California Association of School Psychologists (CASP) & California Association of Resource Specialists/Special Education Teachers (CARS) for the 2002-2003 school year. Expenditure of \$210.00 payable from Special & Alternative Education funds.
- .14 Approve contract with Goodwill Industries of Orange County/Assistive Technology Exchange Center (ATEC) to provide services to an El Rancho Unified School District student diagnosed with autism, not to exceed six hours at a rate of \$95.00 per hour, school travel \$25.00, \$.36 per mile, for an approximate total of \$1,000, payable from Special & Alternative Education/Communication account.
- .15 Approve/Ratify General and Individual Service Tuition Agreement through the Whittier Area Cooperative Special Education Program between ERUSD and The Sycamores a non-public agency for special education students, effective June 18, 2002 through August 9, 2002, as per Individualized Educational Program, for an approximate total of \$5,350.00.
- .16 Approve/Ratify General and Individual Service Tuition Agreement through the Whittier Area Cooperative Special Education Program between ERUSD and Mid Valley Learning Center, a non-public agency for special education students, effective June 14, 2002 through June 13, 2003, as per Individualized Educational Program, for an approximate total of \$82,723.68.00.

21 DIVISION OF RESEARCH/EVALUATION/STAFF DEVELOPMENT --

Anne Eichman (562) 801-5197

- .17 Approve/Ratify General and Individual Service Tuition Agreement through the Whittier Area Cooperative Special Education Program between ERUSD and Live Oak Canyon School, a non-public agency for special education students, effective June 20, 2002 through June 28, 2003, as per Individualized Educational Program, for an approximate total of \$928.83.
- .18 Approve/Ratify Individual Service Tuition Agreement through the Whittier Area Cooperative Special Education Program between ERUSD and Gallagher Pediatric Therapy, a non-public agency for special education students, effective March 1, 2002 through June 28, 2002, as per Occupational Therapy session, not to exceed 5 hours, for a total sum not to exceed \$375.00.
- .19 Approve/Ratify General and Individual Service Tuition Agreement through the Whittier Area Cooperative Special Education Program between ERUSD and Alton School, a non-public agency for special education students, effective July 8, 2002 through June 13, 2003, as per Individualized Educational Program, for an approximate total of \$30,350.00.

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

- . 1 Approve/Ratify Business Office Reports:
 - a. Miscellaneous Cash Collections Receipt Nos. 17941 through 18039 totaling \$557,179.96.
 - b. Purchase Order Nos. P161324 through P161816 and including prior numbered confirming orders totaling \$2,891,294.25 and Cafeteria Purchase Orders totaling \$110,862.17.
 - c. "A" Warrants Schedule CIL through 206 totaling \$6,277,205.52.
 - d. "B" Warrants Nos. 178 through 219 totaling \$1,505,923.36.
 - e. Revolving Cash Check No. 4673 through 4679 totaling \$3,710.02.
 - f. Clearing Account Nos. 1237 through 1238 totaling \$53,976.70.
- . 2 Approve Change order No. 5 for the Modernization Project at Burke Middle School by ACC Contractors, Inc. in the amount of \$123,384.60 payable from the Modernization Fund.
- . 3 Approve Change Order No. 3 for the Modernization Project at Durfee Elementary School by ACC Contractors, Inc. in the amount of \$8,961.91 payable from the Modernization Fund.

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

- . 4 Approve Change Order No. 4 for the Modernization Project at Durfee Elementary School by ACC Contractors, Inc. in the amount of \$81,519.60 payable from the Modernization Fund.
- . 5 Approve Change Order No. 5 for the Modernization Project at Durfee Elementary School by ACC Contractors, Inc. in the amount of \$77,480.80.
- . 6 Approve Change Order No. 14 for the Modernization Project at El Rancho High School by D. J. Amoroso Construction Co. in the amount of \$40,439.00 payable from the Modernization Fund.
- . 7 Approve Change Order No. 1 for the Modernization Project at Magee Elementary School by Morillo Construction Co. in the amount of \$101,573.11 payable from the Modernization Fund.
- . 8 Approve Change Order No. 2 for the Modernization Project at Magee Elementary School by Morillo Construction Co. in the amount of \$31,456.17 payable from the Modernization Fund.
- . 9 Approve Change Order No. 2 for the Modernization Project at Rio Vista Elementary School by Morillo Construction Co. in the amount of \$22,673.53 payable from the Modernization Fund.
- .10 Approve Change Order No. 3 for the Modernization Project at Rio Vista Elementary School by Morillo Construction Co., in the amount of \$98,948.98 payable from the Modernization Fund.
- .11 Approve Change Order No. 5 for the Modernization Project at Rivera Elementary School by Current Enterprises, Inc. in the amount of \$9,025.87 payable from the Modernization Fund.
- .12 Approve Change Order No. 6 for the Modernization Project at Rivera Middle School by Current Enterprises, Inc. in the amount of \$1,809.58 payable from the Modernization Fund.
- .13 Approve final payment of \$6,185.90 to Aurora Modular Industries for the Restroom Modular at El Rancho High School and authorize David L. Fuller, Business Manager, to sign all necessary paperwork. Total project payable from Modernization Funds.

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

- .14 Approve final payment of \$8,994.00 to Aurora Modular Industries for the three (3) Modular Classrooms at North Park Middle School and authorize David L. Fuller, Business Manager, to sign all necessary paperwork. Total project payable from Modernization Funds.
- .15 Approve final payment of \$8,994.00 to Aurora Modular Industries for the three (3) Modular Classrooms at Rivera Middle School and authorize David L. Fuller, Business Manager, to sign all necessary paperwork. Total project payable from Modernization Funds.
- .16 Approve final payment of \$11,992.00 to Aurora Modular Industries for the four (4) Modular Classrooms at Selby Grove Elementary School and authorize David L. Fuller, Business Manager, to sign all necessary paperwork. Total project payable from Modernization Funds.
- .17 Approve an increase of not more than \$.25 to breakfast and lunch prices for the 2002-2003 school year.
- .18 Approve Resolution No. 5-2002/2003 that allows District staff to file the application for the State Relocatable Classrooms to provide interim housing for classrooms lost at South Ranchito's Government Building and any other relocatables needed per the master plan for that site.

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

- .1 Approve Contract of Employment for the position of Acting Assistant Superintendent Educational Services.
- .2 Approve Contract of Employment for the position of Assistant Superintendent Human Resources, Business & Support Services and new job description.
- .3 Presentation of ERFT's Initial Proposal between the El Rancho Federation of teachers (erft) and El Rancho Unified School District (ERUSD) for the 2002-2003 school year and public hearing for the regular meeting of September 10, 2002.
- .4 Presentation of the District's Initial Proposal between El Rancho Unified School District and El Rancho Federation of Teachers (ERFT) for the 2002-2003 school year and public hearing for the regular meeting of September 10, 2002.

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

- .5 Approve attendance of administration and staff at the job fairs listed during the 2002-2003 fiscal year, with cash advances, registration, transportation and necessary expenses payable from the District's Personnel Recruitment Budget/General fund/Tap Grant

CONSENT AGENDA ITEMS 20 THROUGH 23:

M_____S_____Vote_____

(Exception:_____)

DISCUSSION/ACTION:

Items listed may require further explanation prior to action by the Board.

- 24** Approve First Reading of revisions to Board Bylaw and Exhibits 9270 Conflict of Interest, as required by the Los Angeles County Board of Supervisors, incorporating the Fair Political Practices Commission (FPPC) Regulation 18730, the model code used by the State of California.
- 25** Approve First reading of revised Board Policy/Administrative Regulation 1250, Community Relations, Visits to the Schools.

Public Input:

Board Discussion:

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 4 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) Denial of Claim.
- (2) Public Employee Appointment/Evaluation/Resignation/Dismissal/Release:
Certificated Register No. 3-2002/2003
 - Teachers (5) Resignations
 - Teachers (8) Temporary Contracts
 - Teachers (2) Second Year-Probationary Contracts
 - Teacher (1) Re-employment Second Year Probationary Contract
 - Teacher (1) Re-Employment Permanent Status
 - Teachers (9) State Pre-School Substitutes/CDC
 - Teachers (3) Long Term Status
 - Teacher (2) Permanent Status
 - Teacher (1) El Rancho Adult School
 - Teachers (2) Stipend Pay to conduct the Mathcounts Program/RMS
 - Teachers (39) Extra-Duty Extra-Pay Assignment to conduct the After School Tutoring Program/RMS
 - Teachers (39) Extra-Duty Extra-Pay Assignment to conduct the Saturday School Program on a rotating basis/RMS
 - Administrators (2)/Resource Teacher (1) to provide supervising services on a rotating basis for the Saturday School Program/RMS
 - Teacher (1) Stipend Pay to conduct the After School Vocal Music Club/RMS
 - Teacher (1) Stipend Pay to conduct the Show Choir /RMS
 - Teachers (5) Extra-Duty Extra-Pay Assignment to provide diagnostic placement testing services/ERHS
 - Counselor (1) Extra-Duty Extra-Pay Assignment to complete the Master Schedule and program placement of students/RMS
 - Teachers (2) Supplemental Pay Assignment for Speech for the Fall and Spring /ERHS
 - Teachers (16) Stipend Pay to attend 12 hours of inservice on the updated Renaissance Reading Program/Burke
 - Teachers (11) Stipend pay to facilitate the implementation of the School Level Plan
 - Teachers (4) Extra-Duty Extra-Pay Assignment to develop the Single Plan for Student Achievement (SPSA)/Birney
 - Teacher (1) Stipend Pay for service as the Technology Representative/Rivera Elem.
 - Teachers (8) Extra-Duty Extra-Pay Assignment to work on the standards-based instructional calendar and to provide training for all K-5 teachers in the implementation of the standards-based resource
 - Teachers (2) Extra-Duty Extra Pay Assignment to update and revise GATE procedures and forms for the 2002-2003 school year
 - Teachers (2) Extra-Duty Extra Pay Assignment to serve as facilitators of the Saturday GATE Program/RMS
 - Teachers (34) Stipend Pay to attend summer Staff Development Workshops

CLOSED SESSION:

- Teacher (1) Extra-Duty Extra Pay Assignment to provide services to the students of Salazar High School
- Teachers (3) Extra-Duty Extra Pay Assignment to provide translation services to the Special & Alternative Education Services Department
- Teacher (1) Extra-Duty Extra Pay Assignment to attend IEP meeting/Special Education
- Teachers (2) Extra-Duty Extra Pay Assignment to teach a summer Curriculum & Instruction Workshop Class/Staff Development Program
- Teachers (29) Stipend Pay to receive RESULTS Assessment training by Cal State Los Angeles/Staff Development Program
- Appointment (1) Program Improvement District Resource Teacher

(3) Public Employee Appointment/Evaluation/Resignation/Dismissal/Release:
Classified Register No. 3-2002/2003

- Probationary (2) Child Care Attendants
- Probationary (1) Technology Services Technician
- Early Retirement (1) Director of Maintenance & Operations
- Resignation (1) Assistant Director of Fiscal Services
- Resignation (3) Instructional Aide III
- Working out of Category (1) Maintenance Worker II
- Working out of Category (1) Grounds Worker
- Working out of Category (1) Acting Director of Maintenance & Operations
- Temporary assignment(2) Instructional Aide Severly Handicapped
- Temporary employment(1) Instructional Aide Severe Disorder of Language
- Temporary employment(1) Payroll Technician
- Temporary employment(1) Data Processing Clerk I
- Temporary employment(1) Technology Services Technician
- Increase of Hours and Change of Location (1) Instructional Aide Severly Handicapped
- Increase of Hours and Change of Location (1) Instructional Aide I
- Additional Assignment (2) Instructional Aide Learning Handicapped
- Substitute Assignment (1) Senior Bookkeeper
- Substitute Assignment (1) Clerk Typist II
- Substitute Assignment (3) Child Care Attendant
- Unclassified Assignment (64) Noon Supervisor
- Unclassified Assignment (1) Walk On Coach Freshman Football
- Unclassified Assignment (1) Walk On Coach JV Soccer
- Unclassified Assignment (6) Student Worker
- Unclassified Assignment (17) Student Worker
- Unclassified Assignment (1) Safe School & Violence Prevention Officer
- Summer Assignment (3) College Tutors
- Summer Assignment (1) Computer Resource Aides
- Summer Assignment (9) Instructional Aides III
- Summer Assignment (7) Clerk Typist II
- Summer Assignment (1) Cook/Baker
- Summer Assignment (8) Clerk Typist I
- Summer Assignment (1) Cafeteria Manager I
- Summer Assignment (2) Health Service Assistant
- Summer Assignment (1) Library Media Assistant
- Summer Assignment (1) Instructional Aide Trainee
- Summer Assignment (1) School Secretary
- Summer Assignment (1) Child Care Attendant
- Summer Assignment (2) Instructional Aide Severly Handicapped

CLOSED SESSION:

- Summer Assignment (1) Instructional Aide II
 - Summer Assignment (3) Data Processing Clerk I
 - Summer Assignment (1) Account Clerk
 - Summer Assignment (1) Instructional Resourced / Audio Visual Clerk
 - Summer Assignment (1) Secretary Child Development Center
- (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) _____

- 26 Deny Claim
- 27 Approve/Ratify Certificated Employment Register No. 3-2002/2003
- 28 Approve/Ratify Classified Employment Register No. 3-2002/2003

ACTION ITEMS 26 THROUGH 28:

M_____S_____Vote_____

(Exception:_____)

ADJOURNMENT:

M_____S_____Vote_____