

# U N A D O P T E D M I N U T E S

of the Board of Trustees  
Regular Board Meeting  
September 10, 2013

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## CALL TO ORDER

The meeting was called to order by Trustee Stys at 6:01 p.m.

Governing Board of Trustees present: Sharon Stys, Jan Baird, Layla Avila, Jorge Hernandez.

Trustee absent: Sylvia Macias.

Others present: Cecilia Laidemitt, Associate Superintendent of Administrative Services and Personnel Services  
Gail Baxter, Associate Superintendent of Educational Services  
Michael Krause, Associate Superintendent of Business Services

## FLAG SALUTE

The flag salute was led by Trustee Jorge Hernandez.

## PUBLIC COMMENTS

There were no public comments.

## COMMENTS BY TRUSTEES

Trustee Baird explained that Mrs. Macias was not present at the board meeting due to a situation beyond Mrs. Macias's control. Residents in Mrs. Macias's neighborhood were not allowed to leave and were advised to stay in their homes.

Trustee Avila attended the Graves Middle School Back to School Night event saying it was very well attended and she thanked the staff for doing a great job with their presentations.

## REPORTS

Gail Baxter informed all present that Dr. Kwek's knee surgery had gone well, he was feeling fine and expected to leave the hospital the following day.

Mrs. Baxter stated that all the Back to School Night events were completed with much success and ample parent participation. Information announcing this event was forwarded to parents in a timely manner. School staffs were commended for a job well done.

A new program, Pay Pal On Line Payment System, has been placed at all schools. This program allows parents to pay for school lunches using a credit card or an ATM card. The program was piloted at the end of the last school year and it went well. The program can be found on the district's website.

## REPORTS

The Hispanic Outreach Taskforce will sponsor a parent education conference at Whittier College. This conference is held annually and will take place on October 5, 2013. Parents are informed how to prepare their children for college. Trustees are invited to attend this conference.

On September 12<sup>th</sup>, there will be a School Site Council Forum at Graves Middle School. School Site Council members from all our district schools will participate. Parents will be taught the rules and learn about their responsibilities as members. All School Site Councils will learn a common format for conducting their meetings.

Mrs. Baxter reported the district is keeping abreast of Assembly Bill 484. This bill, if enacted, will eliminate all STAR testing at all grade levels for this current year. The only test that would remain in place would be the science test. The State Board of Education and the Governor support this bill. However, it is not getting support at the federal level. Mrs. Baxter is monitoring updates closely.

## CONSENT

On a motion by Trustee Hernandez seconded by Trustee Baird and unanimously carried the consent portion of the agenda was approved.

### Approval of Minutes

Approved the minutes of the workshop held August 26-27, 2013 and the regular meeting held August 27, 2013.

### Purchase Order List No. 04

Approved purchase order list no. 04 for purchases submitted prior to September 10, 2013

### Contract List No. 04

Approved contract list no. 04 for services provided prior to September 10, 2013. Contracts include:

13-14-037: contractor – Los Angeles County Office of Education, service – outdoor science education, duration 09/10/2013 to 06/30/2014, amount – not to exceed \$30,000.00;

13-14-038: contractor – Follett Software Co., service – project management–installation-conversion and training, duration – 09/10/2013 to 06/30/2016, amount – not to exceed \$21,622.50.

### Travel and Conference Report No. 04

Approved travel and conference report no. 04.

### Resolution No. 13-14-02: GANN Limit Resolution

Approved resolution no. 13-14-02: GANN Limit Resolution.

CURRICULUM

Memorandum of Understanding – THINK Together

On a motion by Trustee Baird seconded by Trustee Avila and unanimously carried the Memorandum of Understanding with THINK Together was approved. This understanding allows THINK Together Program Leaders to work in classrooms the last hour of each day from September 11, 2013 through May 23, 2014.

BUSINESS

2012-2013 Unaudited Actuals Report

On a motion by Trustee Baird seconded by Trustee Avila and unanimously carried the 2012-2013 Unaudited Actuals Report was approved. Michael Krause, Associate Superintendent of Business, presented the 2012-2013 Unaudited Actuals Report. The report reflects the district's fiscal status at the end of the 2012-2013 school year and must be approved by September 15, 2013. Mr. Krause described in detail the revenue and expenditures of the General Fund, Food Services, Deferred Maintenance, Bond Fund and the Developer Fees Fund. Enrollment will continue to be monitored closely as well as the cash flow. The district is preparing for the implementation of the anticipated Local Control Funding Formula funds. Mr. Krause thanked Ms. Lily Huntentburg, Director of Fiscal Services and the business office staff for their participation and input in preparing this report.

Year End Appropriation Transfers

On a motion by Trustee Hernandez seconded by Trustee Baird and unanimously carried the Year End Appropriation Transfers was approved.

PUBLIC COMMENTS ON  
CLOSED SESSION ITEMS

There were no public comments on closed session items.

CLOSED SESSION

The Board of Trustees commenced closed session at 6:25 p.m.

OPEN SESSION

The Board of Trustees resumed open session at 6:43 p.m. The following action was taken in closed session as announced by Mrs. Baxter: "In closed session the Board took action to adopt a recommendation from the Administrative Judge to dismiss one district custodian. The motion was made by Mrs. Baird seconded by Mr. Hernandez, passing with a vote of 4/0, one absent."

PERSONNEL

On a motion by Trustee Avila seconded by Trustee Hernandez and unanimously carried Classified Personnel Report No. 09-10-13-04 was approved.

2013-2014 Substitute List – District Wide – Effective 09/11/2013  
Rosemarie Guerrero, sub Breakfast/Noon Duty Supervisor

2013-2014 New Hires – Effective – 09/11/2013

Cecilia Barrera, 8 hours/week, 10 months, AVID tutor, Graves Middle School

Yasmin Ferrada, 8 hours/week, 10 months, AVID tutor, Graves Middle School

Janine Johnson, 8 hours/day, 12 months, Supervisor of Food Services, Loma Vista School

2013-2014 Reduction in Work Hours – Effective 09/11/2013

Yolanda Brennan – from 6.5 hours day to 6.0 hours/day

2013-2014 Extra Pay Assignments – Ratification

From 09/2013 to 05/2014 the participants listed below will participate in 'Target for Success/Before and After School Intervention Reading Program' at McKibben School for a total of 125 hours each. Participants will receive their regular rate of pay plus benefits.

Participants: Asuncion Gomez, Connie Guerra, Olivia Morquecho

From 09/2013 to 05/2014 the participants listed below will participate in 'OLWEUS-Anti Bullying After School Program' at McKibben School for a total of five hours each. Participants will receive their regular rate of pay plus benefits.

Participants: Stephanie McDade, Olivia Morquecho

From 9/2013 to 05/2014 the participants listed below will participate in 'Accelerated Reader Program' (supervising students) at McKibben School for a total of 15 hours. Participant will receive her regular rate of pay plus benefits.

Participant: Stephanie McDade

From 08/14/2013 to 11/29/2013 the participants listed below will work one additional hour to assist during Assessment Period for Inclusion Students and/or Special Education Classroom.

Participants will be compensated at their regular rate of pay plus benefits.

Participants: Lionel Melchor – Loma Vista School, Marcia Rangel – Los Altos School

CLASSIFIED

2013-2014 Medical Leave of Absence – Paid – Effective 8/21/2013 to 09/21/2013 – Ratification

Employee Number: EID # ZJ8 442 599

2013-2014 Resignation – Effective 09/18/2013

Ernest Pullett, Information System Technician/Educational Services

CERTIFICATED

On a motion by Trustee Hernandez seconded by Trustee Baird and unanimously carried, Certificated Personnel Report No. 09-10-13-04 was approved.

2013-2014 Rehire – Effective 08/28/2013 to 05/28/2014 – Ratification

Julia Friedman, Monte Vista School, 5<sup>th</sup>/6<sup>th</sup> grade teacher, Temporary Teacher on Temporary Contract from 2011-2012 Non-reemployed Permanent Teachers per Education Code 44956 and Education Code 44909

2013-2014 New Hire – Substitute Teachers – part time on an as needed basis only – pending clearance from Department of Justice (fingerprinting) and submission of required forms – effective 09/11/2013 to 05/28/2014

Carrie DeMaio, Jose Chavez, Kathy Gonzalez, Stephanie Jitosh, Joseph Maillette, Faith Okundolor

2013-2014 Revision to Employment Status – Teachers from 2011-2012 Non-reemployed Teachers – Effective 08/12/2013 to 05/28/2014 – Ratification

Change Status from Rehires on Temporary Contract to Reappointment Status

Kimberly Pauls, K/1<sup>st</sup> Grade Teacher, Lake Marie School

2013-2014 Revision to Staffing Assignments – Effective 08/12/2013 to 05/28/2014 – Ratification

Sophia Fontes – from 5<sup>th</sup>/6<sup>th</sup> Grade Teacher – Monte Vista School to K/1<sup>st</sup> Grade Teacher – Los Altos School

Lucy Hase – from 1<sup>st</sup>/2<sup>nd</sup> Grade Teacher – Los Altos School to 2<sup>nd</sup>/3<sup>rd</sup> Grade Teacher – Los Altos School

2013-2014 Extra Pay Assignment – Plan and Implementation of OLWEUS Anti Bullying Program – McKibben School – Effective 09/2013 to 05/2014 – Ratification

Carolyn Howard, Irene Maehara, Stacy Pentel, Maria Westbrook

CERTIFICATED

2013-2014 Extra Pay Assignment – Home/Hospital Teacher – District Wide – Effective 08/19/2013 to 05/28/2014 – Ratification  
Carmen Ornelas

2013-2014 Special Substitute Request – To allow teachers to continue work on Common Core Standards – Los Altos School – Effective 09/2013 to 05/2014 – Ratification  
9 Substitutes Needed

2013-2014 Special Substitute Request – To allow teachers to attend District Wide Data Conference – Effective 09/2013 to 04/2014 (14 days) – Ratification  
2 Substitutes Needed

2013-2014 Special Substitute Request – To allow teachers to attend training on the IEP – Effective 09/2013  
4 Substitutes Needed - 09/12/2013  
1 Substitute Needed – 09/19/2013

2013-2014 Extra Pay Assignments – Assess incoming Kindergarten students and plan data driven instructional groups – Carmela School – Effective 07/29/2013 to 08/14/2013 – Ratification  
Silvia Bobluk, Eileen Chia, Elisabel Santos-Scott,  
Belinda Stevens-Bernal, Esther Vargas-Hollar, one alternate

ADJOURNMENT

Meeting adjourned at 6:45 p.m.