

SOUTH WHITTIER SCHOOL DISTRICT
11200 TELECHRON AVE.
WHITTIER, CA 90605

July 23, 2013
6:00 P.M.

AGENDA

1. PRELIMINARY

1.1 Call to Order. Roll call:

Trustees

Sharon Stys, President
Jan Baird, Vice President
Sylvia Macias, Clerk
Layla Avila
Jorge Hernandez

Administrators

Dr. Erich Kwek, Superintendent
Cecilia Laidemitt, Associate Superintendent
Administrative Services & Personnel Mgt.
Gail Baxter, Associate Superintendent of
Educational Services
Michael Krause, Associate Superintendent of
Business Services

1.2 Flag salute.

2. PUBLIC COMMENTS

During this time, persons – residents of the district, representatives of community organizations, representatives of district employee organizations – may, without arrangement, make representations to or address the Board on any topic of district related concern that is not on the official agenda for that meeting. Unless otherwise determined by the Board, each person is limited to three minutes.

3. COMMENTS BY TRUSTEES

This item is provided as an opportunity for Trustees to report regarding District related topics.

4. REPORTS

There will be no Board discussion on reports given except to ask questions or refer matters to staff and no action will be taken unless listed on a subsequent agenda.

4.1 The Superintendent will report to the Board about various matters involving the district.

5. **CONSENT**

- 5.1 **Approval of Minutes** (supplement). The Superintendent recommends approval of the minutes of the regular meeting held June 25, 2013.
- 5.2 **Purchase Order List No. 01** (supplement). The Superintendent recommends approval of Purchase Order List No. 01.
- 5.3 **Approval of Contract List No. 01** (supplement). The Superintendent recommends approval of Contract List No. 01.
- 5.4 **Travel and Conference Report No. 01** (supplement). The Superintendent recommends approval of travel and conference report no. 01.
- 5.5 **Institutional Membership – 2013-2014** (supplement). The Superintendent recommends approval of the 2013-2014 Institutional Membership list.

Motion: _____ Second: _____ Vote: Yes _____ No _____ Abstain _____ Absent _____

6. **CURRICULUM**

- 6.1 **Memorandum of Understanding Between the South Whittier School District and the Presbyterian Intercommunity Hospital Care Force One Amendment extending the contract for an additional two years – Effective September 1, 2013 to August 31, 2015** (supplement).
Approval of this Memorandum of Understanding Amendment maximizes the use of available community resources for our students and families. Care Force One Medical Unit will be located on the Carmela and/or Graves Middle School campuses monthly throughout the year to provide ambulatory preventive and acute care treatment services offered by the hospital including the following: Health Screenings – Diabetes, Tuberculosis, Scoliosis, Hemoglobin, Vision, Hearing and others as may be required by the Department of Health Services; Immunizations - Childhood immunizations as required by the Department of Health Services; Pharmaceutical Interventions – Review of medications, prescriptions as needed; Health Education – One on one education regarding health screenings and results, special health education classes in conjunction with the hospital Education Department; Medical Care – Basic primary health care; Referrals – Private physicians, PIH Family Practice Center, Community Clinics Social Worker and other agencies. The Superintendent recommends approval of the Memorandum of Understanding Amendment between the South Whittier School District and the Presbyterian Intercommunity Hospital Care Force One extending the contract for an additional two years, effective September 1, 2013 to August 31, 2015.

Motion: _____ Second: _____ Vote: Yes _____ No _____ Abstain _____ Absent _____

7. GENERAL

7.1 Proposed Board Policy 1312.3 – Uniform Complaint Procedures

(supplement). The Superintendent recommends adoption of Board Policy 1312.3 (previously adopted December 11, 2012). This update includes required additions to the policy and includes language regarding the prohibition against requiring students to pay student fees, the insertion of the words ‘calendar days’ into timelines and a paragraph outlining the district’s responsibility to post procedures at all district schools and offices.

Motion: _____ Second: _____ Vote: Yes ____ No ____ Abstain____ Absent ____

7.2 Administrative Regulation 1312.3 – Uniform Complaint Procedures

(supplement). The Superintendent recommends adoption of Administrative Regulation 1312.3 (previously adopted December 11, 2012). This update includes required additions to the regulation and includes language regarding the prohibition against requiring students to pay student fees, the insertion of the words ‘calendar days’ into timelines and a paragraph outlining the district’s responsibility to post procedures at all district schools and offices.

Motion: _____ Second: _____ Vote: Yes ____ No ____ Abstain____ Absent ____

7.3 Election of Board representative to the 2013-2014 Los Angeles County School Trustees Association

(supplement). Nominations are in order for election of the Board representative to the 2013-2014 Los Angeles County School Trustees Association. The role of the representative is to: (1) vote on all Association matters and (2) Communicate between the Executive Board, the Association and the local Board. (This LACSTA representative is a separate position from that of the voting delegate for the annual County Committee election. Currently Trustee Macias is the voting delegate for the annual County Committee election). The Superintendent recommends election of a Board representative to the 2013-2014 Los Angeles County School Trustees Association.

Motion: _____ Second: _____ Vote: Yes ____ No ____ Abstain____ Absent ____

8. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

A total of 10 minutes is provided so members of the public can address the Board. Speakers are limited to three minutes. (Superintendent will present requests from the public to speak to closed session items).

9. CLOSED SESSION

The Board may be required to adjourn to closed session for discussion on matters of personnel, security, negotiations, student discipline, litigation and other matters as authorized by Government Code Sections 3459.1, 54956.6, 54956.8, 54957 and 54957.6 and Education Code Sections 35146 and 48914.

9.1 Conference with Agency Labor Negotiators: South Whittier Teachers Association and California School Employees Association.

Agency Negotiators: Dr. Erich Kwek, Cecilia Laidemitt, Michael Krause, James C. Romo, Tina L. Kannarr.

9.2 Public Employee Appointment/Employment/Evaluation

- 9.2.1 Library Clerk
- 9.2.2 Bilingual Instructional Aide
- 9.2.3 Bilingual Office/Health Clerk
- 9.2.4 Instructional Aide
- 9.2.5 Accounting Clerk
- 9.2.6 Welfare/Attendance Clerk
- 9.2.7 Clerk Typist
- 9.2.8 Information Specialist
- 9.2.9 Student Services Clerk
- 9.2.10 Cafeteria Helper
- 9.2.11 Inclusion Aide
- 9.2.12 Fiscal Services Technician
- 9.2.13 School Nurse
- 9.2.14 Teachers

9.3 Public Employee Discipline/Dismissal/Transfers/Release

- 9.3.1 Instructional Aide
- 9.3.2 School Secretary
- 9.3.3 Fiscal Services Technician
- 9.3.4 Teacher

9.4 Conference with Real Property Negotiator

- 9.4.1 The properties under negotiations are situated at:
Former district office building, 10120 So. Painter Ave., Whittier, CA 90605
Carmela School field, 13300 Lakeland Road, Whittier, CA 90605
Park adjacent to Los Altos School, 12001 Bona Vista, Whittier, CA 90604
Dr. Erich Kwek will serve as the real property negotiator and will discuss said properties.

10. OPEN SESSION

The Superintendent will report related to any action taken in closed session.

11. PERSONNEL

The Superintendent recommends approval of the Classified Personnel Report and the Certificated Personnel Report.

- 11.1 Classified Personnel Report No. 07-23-13-01 (supplement).

Motion: _____ Second: _____ Vote: Yes _____ No _____ Abstain _____ Absent _____

- 11.2 Certificated Personnel Report No. 07-23-13-01 (supplement).

Motion: _____ Second: _____ Vote: Yes _____ No _____ Abstain _____ Absent _____

- 11.3 Fiscal Services Technician Job Description (supplement). The Superintendent recommends approval of the Fiscal Services Technician job description.

Motion: _____ Second: _____ Vote: Yes _____ No _____ Abstain _____ Absent _____

12. ADJOURNMENT

Unless otherwise posted, the next regularly scheduled meeting will be held August 13, 2013, 6:00 p.m., District Office Board Room, 11200 Telechron Ave.
--