

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

of the Board of Trustees
Regular Board Meeting
April 8, 2014

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CALL TO ORDER

The meeting was called to order by Trustee Macias at 6:00 p.m.

Governing Board of Trustees present: Sylvia Macias, Jan Baird, Sharon Stys, Deborah Pacheco, Francisco "Javi" Santana.

Others present: Erich Kwek, Superintendent
Gail Baxter, Associate Superintendent of Educational Services
Cecilia Laidemitt, Associate Superintendent
Administrative Services & Personnel Management
Michael Krause, Associate Superintendent of Business Services

FLAG SALUTE

The flag salute was led by Associate Superintendent of Business Services, Michael Krause.

PUBLIC COMMENTS

Loma Vista School teacher, Audrey Radley, invited all present to the Loma Vista School Science Fair Training to be held April 10th. This training is offered for parents to gain an understanding and show them how the science projects are composed and to expose them to a scientific method.

Classified employees who attended CSEA's 17th Annual Para-Educator Conference enthusiastically thanked the Superintendent and the Board for the opportunity to attend this very informative conference. The attendees all agreed it had been a positive learning experience and are looking forward to reporting all the information they gained with their colleagues at a planned meeting.

COMMENTS BY TRUSTEES

Trustee Baird reported she attended the Academic Achievement Awards program held at McKibben School. Trustee Pacheco met with Supervisor Knabe's field representative who is asking for the district's event schedule. Trustee Santana attended the Graves Middle School Spring Concert that included Monte Vista music students and added that it had been an impressive concert. He also was given a tour of Graves Middle School and commented about the recognizable changes in the school from when he was a student. Trustee Macias also attended the Spring Concert held at Graves Middle School saying the students and Mr. Shiffermiller had a wonderful musical presentation. In addition to attending the Founders Day event at McKibben School, Mrs. Macias attended an informative meeting of the Pupil Transportation Cooperative.

REPORTS

Dr. Kwek also commented on the apparent advancement of the music students saying the Spring Concert had been amazing. Supervisor Knabe, and in particular his field representative, Andrea Avila, were responsible for the installation of the sidewalk adjacent to Los Altos School. The date of the next Superintendent's Advisory Committee meeting will be re-scheduled due to a conflict. The new date will be announced. Principal position interviews will be held in the next few days. The district has 11 possible candidates to interview. Schools have scheduled their "Open House" events. Graves Middle School modified their date. The GMS Open House will be held on April 30, 2014. Dr. Kwek reminded everyone that the Community Resource Faire would be held on April 12th. Monte Vista principal, Francisco Meza, is organizing the resource faire.

CONSENT

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

Approval of Minutes

Approved the minutes of the regular meeting held March 11, 2014.

Purchase Order List No. 15

Approved purchase order list no. 15 for purchases submitted prior to April 8, 2014.

Contract List No. 15

Approved contract list no.15 for services provided prior to April 8, 2014. Contracts include:

13-14-078: contractor – VTD, service – contractual services-P2, duration – 04/09/2014 to 06/3/2014, amount - \$2,500.00;

13-14-13 amendment #2: contractor – Speech and Language, service – additional services, duration – 07/01/2013 to 06/30/2014, amount - \$195.00

Travel and Conference Report No.15

Approved travel and conference report no. 15.

CURRICULUM

Williams Uniform Complaint Quarterly Report Summary

On a motion by Trustee Santana seconded by Trustee Pacheco and unanimously carried the Williams Uniform Complaint Quarterly Report Summary was approved. Provisions of the Williams legislation require that all schools report summarized data on the nature and resolution of all complaints on a quarterly basis to the County Superintendent of Schools. There were zero complaints received in this third quarter.

Memorandum of Understanding – Nutrition Education Obesity Prevention

On a motion by Trustee Baird seconded by Trustee Stys and unanimously carried this Memorandum of Understanding – Nutrition Education Obesity Prevention grant between the Los Angeles County Office of Education and the South Whittier School District, effective January 1, 2014 through September 30, 2014, was approved.

BUSINESS

Resolution No. 13-14-17: Certification of Signatures

On a motion by Trustee Stys seconded by Trustee Pacheco and unanimously carried Resolution No. 13-14-17: Certification of Signatures was approved. This resolution authorizes Phuong Tran, Director of Fiscal Services, to sign warrant orders for salary payment, notices of employment and contracts effective April 8, 2014 through December 9, 2014.

Appointment of District Employee to Serve as the District's Representative on the Listed Organizations

On a motion by Trustee Stys seconded by Trustee Baird and unanimously carried Phuong Tran, Director of Fiscal Services was approved to serve as the district's representative on the following organizations:

Whittier Area Liability and Property Self Insurance
Authority Committee (WALPSIA)

Whittier Self Insurance Authority (WASIA)

Whittier Area Pupil Transportation Cooperative (PTC)

Declaration of Indefinite Salaries – Certificated Employees

On a motion by Trustee Baird seconded by Trustee Stys and unanimously carried the Board declared all certificated employee's salaries indefinite for the 2014-2015 school year. This action was taken as a result of financial uncertainties, negotiations, legislation and other factors.

BUSINESS

Declaration of Indefinite Salaries – Classified Employees

On a motion by Trustee Baird seconded by Trustee Stys and unanimously carried the Board declared all classified employee's salaries indefinite for the 2014-2015 school year. This action was taken as a result of financial uncertainties, negotiations, legislation and other factors.

Declaration of Indefinite Salaries – Management, Confidential and Other Unrepresented Employees

On a motion by Trustee Stys seconded by Trustee Baird and unanimously carried the Board declared all management, confidential and other unrepresented employee's salaries indefinite for the 2014-2015 school year. This action was taken as a result of financial uncertainties, negotiations, legislation and other factors.

Declaration of Surplus and Obsolete Items at Monte Vista School

On a motion by Trustee Santana seconded by Trustee Baird and unanimously carried the Declaration of Surplus and Obsolete Items at Monte Vista School list was approved.

Resolution No. 13-14-18: Tax and Revenue Anticipation Note

On a motion by Trustee Stys seconded by Trustee Pacheco and unanimously carried Resolution No. 13-14-18: Tax and Revenue Anticipation Note was approved. This resolution gives district administrators authorization to borrow funds for fiscal year 2014-2015.

PUBLIC COMMENTS ON
CLOSED SESSION ITEMS

There were no public comments on closed session items.

CLOSED SESSION

The Board of Trustee commenced closed session at 6:21 p.m.

OPEN SESSION

Open session continued at 6:55 p.m. Dr. Kwek announced that in closed session the Board of Trustees appointed Francisco Meza for the position of Director of Special Programs, English Learners and Parent Involvement.

PERSONNEL
CLASSIFIED

On a motion by Trustee Baird seconded by Trustee Pacheco and unanimously carried Classified Personnel Report No. 04-08-14-14 was approved.

PERSONNEL
CLASSIFIED

2013-2014 Extra Pay Assignment – Classified Staff Approved to Attend a MAA (Medical Administrative Activities) Survey Refresher Training – Effective 04/07/2014

Participants: Debbie Harich, Armida Romero, Chritie Miovsky, Connie Guerra, Maria Cornejo, Marisa Hernandez, Leo Melchor, Asuncion Gomez, Amor Hernandez, 1 alternate

2013-2014 Extra Pay Assignment – Custodians Approved to Provide Custodial Support at the Community Resource Fair, Effective – 04/12/2014

Participants: Ron Hernandez, Ernesto Melendrez

2013-2014 Extra Pay Assignment – Classified Staff Approved to Attend Anti-Bullying Training – Effective 05/12/2014 and 05/13/2014

Participants: Silvia Avila, Irma Patricia Garcia, Marisela Garcia, Gloria Gonzales, Xochitl Diaz, Mary Hardgrave, Martha Lopez, Jannet Vasquet

2013-2014 Special Substitute Request – to Allow Classified Staff to Attend Anti-Bullying Training – Effective 05/12/2014 and 05/13/2014

Eight substitute employees requested

2013-2014 Retirement

Sherri L. Womack, Paraprofessional Instructional/RSP Aide, McKibben School, Effective 03/01/2014, Ratification

2013-2014 Medical Leave of Absence/Paid

James White, Custodian, Loma Vista School, Effective 01/07/2014 to 04/30/2014, Ratification

PERSONNEL
CERTIFICATED

On a motion by Trustee Stys seconded by Trustee Santana and unanimously carried Certificated Personnel Report No. 04-08-14-14 was approved.

2013-2014 Extra Pay Assignment – Approved Teachers to Chaperone Overnight Field Trip to the East Coast (Washington D.C., New York, Boston and Philadelphia – Graves Middle School – Effective 03/21/2014 to 03/28/2014

Participants: Jeff Kearney, Todd Banner, 1 alternate

PERSONNEL
CERTIFICATED

2013-2014 Extra Pay Assignment – Approved Teachers to Continue Work of Course Planning for English Language Arts, 5th Grade Curriculum – District Wide – Effective 03/25/2014
Participants: Audrey Radley-Loma Vista, Valerie Favrow-Carmela, Barbara Llamas-McKibben, 1 alternate

2013-2014 Extra Pay Assignment – Approved Time to Plan Summer School Lesson Plans that will Incorporate English Language Development and the Arts – Teachers – Monte Vista School – Effective 04/2014 to 06/2014
Participants: Mary Szak, Margaret Gardner, Trevor Shiffermiller, Susana Francia, Valerie Favrow, Roxanne Grago, Denise Andrews, Audrey Radley, Chris Losoya, Carolyn W. Luis, Marjorie Coddling, Greta Benavides, 2 teachers to be determined, 7 alternates

2013-2014 Extra Pay Assignment – Approved Teachers Time to Plan and Re-design the District's GATE Program – Monte Vista School – Effective 05/2014 to 07/2014
Participants: Carolyn Howard, Roxanne Grago, Marjorie Coddling, Carolyn Waters-Luis, Greta Benavides, Susanna Francia, 3 alternates

2013-2014 Extra Pay Assignment – Approved Teacher to Attend Outdoor Overnight Science Camp – Lake Marie School – Effective 05/19/2014 to 05/23/2014
Participant: Denise Andrews, Lake Marie
1 alternate

2013-2014 Extra Pay Assignment – Approved Teachers Time to Attend Outdoor Overnight Science Camp – Loma Vista School – Effective 05/19/2014 to 05/23/2014
Participants: Yolanda Holguin, Jan LaCourse

2013-2014 Extra Pay Assignment – Approved a Teacher to Work as the Principal Designee at Monte Vista School During Summer School 2014 – Effective 06/02/2014 to 06/26/2014
Participant: Patricia Vega Jeter

2013-2014 Special Substitute Request – Approved Graves Middle School Teachers to attend the AVID Excel Training for eight days – Effective Dates to be Determined
3 Substitutes needed

PERSONNEL
CERTIFICATED

2013-2014 Special Substitute Request – Approved Lake Marie School Teachers to Attend Olweus Anti-Bullying Training – Effective 05/12/2014 and 05/13/2014

Participants: Ruby Acosta, Denise Andrews, Teresa Castelli, Lucy Frias, Karen Fuller, Roxanne Grago, Kim Pauls, Shari Tanimoto, Patricia Vega Jeter, 1 alternate

2013-2014 Special Substitute Request – Approval of Carmela School Teachers to Attend Olweus Anti-Bullying Training – Effective 05/12/2014 and 05/13/2014

Participants: Silvia Bobluk, Valerie Favrow, Christopher Losoya, Elisabeth Santos-Scott, Gina Shepard, Yvette Wroe, Sylvia Villaseñor, Belinda Stevens-Bernal

2013-2014 Retirement – SDC/LH Teacher – Lake Marie School – Effective 02/15/2014 – Ratification

Roberta Ellis

2013-2014 Extension to Medical Leave of Absence – Paid – Carmela School – Teacher – Effective 02/12/2014 to 05/2014 – Ratification

Employee No. VU 88609 15

2013-2014 Maternity Leave of Absence – Paid – School Psychologist – Effective 03/10/2014 to 03/31/2014 – Ratification

Employee No. DA 66857 51

2014-2015 Trimester Calendar

On a motion by Trustee Baird seconded by Trustee Stys and unanimously carried the 2014-2015 Trimester Calendar was approved.

Resolution No. 13-14-20: Resolution Regarding Layoff of Classified Personnel

On a motion by Trustee Baird seconded by Trustee Stys and unanimously carried Resolution No. 13-14-20: Resolution Regarding Layoff of Classified Personnel was approved.

ADJOURNMENT

Meeting adjourned at 7:03 p.m.