

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

of the Board of Trustees
Regular Board Meeting
January 14, 2014

PAGE 64

CALL TO ORDER

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

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

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 Patricia Vega Jeter.

PUBLIC COMMENTS

There were no public comments.

COMMENTS BY TRUSTEES

Trustees welcomed everyone back from the winter break and wished all a happy 2014. Trustee Santana enjoyed the Carmela School play he attended during the holidays and also appreciated the message taught in the holiday program at Loma Vista School. Trustee Baird also attended the Loma Vista School holiday program saying it was wonderful. Trustee Macias attended the Superintendent's Advisory Committee meeting saying it was a good meeting and well attended by parents representing our district schools. Parents had important questions and comments related to district issues.

REPORTS

Dr. Kwek talked about the Governor's proposed budget for 2014-2015. This proposed budget commits considerable funds to education, a 'Rainy Day' fund for schools, elimination of deferrals and returning budget control to school districts. All of this is very good news for schools. The Superintendent and administrators will attend a School Services of California Budget Workshop where they will receive more information regarding the Governor's proposals.

With the assistance of the district's school nurse, Elizabeth Cajayon-Purvis, the district has been selected as one of 18 districts to receive a grant entitled Nutrition Education Obesity Prevention. The district will receive more information on its implementation.

CONSENT

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

Approval of Minutes

Approved the minutes of the regular meeting held January 14, 2014.

Purchase Order List No. 10

Approved purchase order list no. 10 for purchases submitted prior to January 14, 2014.

Contract List No. 10

Approved contract list no. 10 for services provided prior to January 14, 2014. Contracts include:

13-14-060: contractor – Document Tracking, service – consultant services, duration – 01/15/2014 to 01/15/2015, amount – deduction of \$2,000.00;

13-14-061: contractor – Action Learning, service – teacher training, duration – 10/14/2013 to 06/30/2014, amount – deduction of \$18,800.00;

13-14-062: contractor – Keenan, service – analysis of health care, duration – 01/15/2014 to 06/30/2015, amount – zero;

13-14-063: contractor – Keenan, service – study of health care, duration – 01/15/2014 to 06/30/2015, amount – deduction of \$17,483.00;

13-14-064: contractor – Vavrinek, Trine and Day, service – accounting support, duration – 01/15/2014 to 12/31/2014, amount – not to exceed \$50,000.00;

13-14-065: contractor – LifeTouch, service – school photos, duration – 07/1/2014 to 06/30/2015, amount – no charge;

13-14-066: contractor – PCH Architects, service – remodeling at Los Altos School, duration - 01/15/2014 to 12/31/2014, amount – not to exceed \$30,500.00;

13-14-067: contractor – Frick, Frick & Jette, service - fencing and site upgrades, duration – 01/15/2014 to 12/31/2014, amount – not to exceed \$29,000.00;

13-14-068: contractor – Frick, Frick & Jette, service –entryways, duration – 01/15/2014 to 12/31/2014, amount – not to exceed \$96,450.00.

Travel and Conference Report No. 10

Approved travel and conference report no. 10.

CURRICULUM

Common Core Budget Plan

Gail Baxter, Associate Superintendent of Educational Services, presented an extensive presentation on the Common Core Budget Plan. The district received one time funding of \$663,780.00. Mrs. Baxter presented a budget plan that indicated the exact amount that will be spent on professional development, instructional materials and in technology. These funds may only be spent in these aforementioned areas. A requirement is that this budget plan must be presented at a public meeting. Adoption of the proposed Common Core Budget Plan as presented must be approved by the Board of Trustees.

Public Hearing – Common Core Budget Plan

A public hearing was held on the proposed Common Core Budget Plan. The hearing was open on a motion by Trustee Baird seconded by Trustee Stys and unanimously carried. There was no discussion from the public on this topic. The hearing was closed on a motion by Trustee Baird seconded by Trustee Santana and unanimously carried.

Approval of the Common Core Budget Plan

On a motion by Trustee Stys seconded by Trustee Pacheco and unanimously carried the Common Core Budget Plan was approved.

Update on Local Control Accountability Plan Consultation Process

Gail Baxter, Associate Superintendent of Educational Services, has met with a wide range of stakeholders to include parents, administrators and school staff to receive input and recommendations for the Local Control Accountability Plan. Mrs. Baxter presented a calendar of meeting she's held with various stakeholders and listed recommendations made at these meetings.

Approval of Single Plans for Student Achievement for Carmela School, Lake Marie School, Loma Vista School, Los Altos School, Monte Vista School, McKibben School and Graves Middle School

On a motion by Trustee Stys seconded by Trustee Baird and unanimously carried the Single Plans for Student Achievement for Carmela School, Lake Marie School, Loma Vista School, Los Altos School, Monte Vista School, McKibben School and Graves Middle School were approved.

CURRICULUM

Williams Uniform Complaint Quarterly Report Summary

On a motion by Trustee Stys seconded by Trustee Baird 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. The district will report zero complaints during this quarter.

BUSINESS

Disposal of Surplus and Obsolete Items

On a motion by Trustee Stys seconded by Trustee Baird and unanimously carried the list of 'Surplus and Obsolete Items' was approved. The list approved by the Board of Trustees includes obsolete lap tops, monitors, computers, printers, televisions, copier/printers, servers, faxes, projectors and a VCR. This equipment is found district wide.

GENERAL

Proposed Board Policy 3100 – Budget

On a motion by Trustee Baird seconded by Trustee Stys and unanimously carried Board Policy 3100 – Budget - was adopted.

Proposed Board Policy 3110 – Transfer of Funds

On a motion by Trustee Stys seconded by Trustee Pacheco and unanimously carried Board Policy 3110 – Transfer of Funds - was adopted.

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 6:33 p.m.

OPEN SESSION

The Board of Trustees resumed open session at 8:30 p.m.

In closed session, on a motion by Trustee Stys seconded by Trustee Santana and unanimously carried, Dr. Erich Kwek's retirement proposal was approved. Dr. Kwek read his letter of retirement. He will retire on July 31, 2014.

PERSONNEL
CLASSIFIED

On a motion by Trustee Stys seconded by Trustee Pacheco and unanimously carried Classified Personnel Report No. 01-14-14-10 was approved after an item was pulled from this report.

The pulled item was the Personal Leave of Absence request from Patricia Lafarga, Cafeteria Helper. No motion was made by the Board of Trustees on this request. The motion died and no action was taken.

2013-2014 New Hire/Reclassification – Effective 01/16/2014

Stephanie Conde, reclassification to Data Integrity Specialist/Education Services, 8 hours/12 months
Adrian Guerra, reclassification to PM Custodian, Graves Middle School, 8 hours/12 months
Ernesto Melendrez, Custodian, Carmela/District Office, 8 hours/12 months
Abraham Ramos, sub Maintenance and sub Gardener, District Wide, as needed
Jose Jara, sub Gardener, District Wide, as needed

2013-2014 Extra Pay Assignments – Ratification

From 11/2013 to 05/2014, the participant listed below will provide extra clerical/technology support with the new technology/computer labs implemented at Graves Middle School not to exceed 250 hours. Participant will receive her regular rate of pay plus benefits.
Participant: Cynthia Rodriguez, Library Clerk

From 12/2013 to 06/2014, the participants listed below will provide support with the library at Carmela School. Participants will receive their regular rate of pay plus benefits.

Participants:

Mayra Rivera, Library Clerk (not to exceed 300 hours)
Asuncion Gomez, Library Clerk (not to exceed 250 hours)

From 11/2013 to 05/2014, the participants listed below will provide RTI implementation of data analysis at Los Altos School not to exceed 10 hours each. Participants will receive their regular rate of pay plus benefits.

Participants:

Monique Padilla, Instructional Aide
Martha Saldana, Instructional Aide

From 11/2013 to 05/2014, the participant listed below will assist in the SAARB process to help increase parent involvement at Los Altos school, not to exceed 74 hours. Participant will receive her regular rate of pay plus benefits.

Participant:

Alma Perez, Health Aide

From 09/16/2013 to 05/23/2014, the participants listed below will provide child care during parent education meetings and school events at Los Altos School, not to exceed 30 hours each. Participants will receive their regular rate of pay plus benefits.

Participants:

Melody Gonzalez, RSP Instructional Aide
Jamelyn Alvarado, Noon Duty Supervisor

PERSONNEL
CLASSIFIED

From 09/16/2013 to 05/23/2014, the participants listed below will support intervention classes offered after school to support reading fluency and comprehension at Los Altos School, not to exceed 30 hours each. Participants will receive their regular rate of pay plus benefits.

Participants:

Martha Saldana, Instructional Aide
Monique Padilla, Instructional Aide, plus alternates

From 01/20/2014 to 05/23/2014, the participant listed below will provide Common Core supplemental academic intervention and enrichment activities at Los Altos School, not to exceed 35 hours. The participant will receive her regular rate of pay plus benefits.

Participant: Elsy Cenicerros, Noon Duty Supervisor

2013-2014 Extensions to Medical Leave of Absence – Paid – Ratification

Araceli Gonzalez, Los Altos School Secretary, 12/09/2013 to 12/23/2013

Hortencia Gonzalez, Los Altos School Instructional Aide, 12/03/2013 to 12/31/2013

2013-2014 Resignations

Lily Huntensburg, Director of Fiscal Services, effective 01/03/2014

Yasmin Ferrada, AVID Tutor, effective 12/20/2013

Ana Ramos, Instructional Aide, effective 12/20/2013

2013-2014 Retirement - Ratification

Hortencia Gonzalez, Instructional Aide-SH, Los Altos School, effective 12/31/2013

PERSONNEL
CERTIFICATED

On a motion by Trustee Stys seconded by Trustee Baird and unanimously carried Certificated Personnel Report No. 01-14-14-10 was approved.

2013-2014 New Hire

Emily Thompson, Temporary Contract, Preliminary Multiple Subjects Credential/CLAD, kindergarten teacher, Los Altos School, effective 01/07/2014 to 05/28/2014

2013-2014 Special Substitute Requests - Ratification

Graves Middle School – effective 12/06/2013 – to allow AVID Teachers/Coordinators to attend the AVID College Road Trip with selected students to San Diego, CA
2 Substitute Teachers needed

PERSONNEL
CERTIFICATED

2013-2014 Special Substitute Requests – Teachers – District Wide

Effective 01/14/2014 – Ratification – to allow teachers to attend Aeries. Net - Teacher Training

Lake Marie School – 3 substitutes needed

McKibben School - 3 substitutes needed

Monte Vista School – 3 substitutes needed

Loma Vista School – 3 substitutes needed

Carmela School – 2 substitutes needed

Los Altos School – 2 substitutes needed

Graves Middle School – 4 substitutes needed

Total of 20 substitute teachers needed

Effective 01/16/2014 – to allow teacher to visit/observe at El Rancho Unified School District – core curriculum model SCD classrooms

Carmela School – 1 substitute needed

Effective 01/2014 to 05/2014 – to allow a teacher to attend Student Study Team (SST)

Loma Vista School – 1 substitute needed

Effective 01/2014 to 05/2014 – to allow teacher to assist in the meetings with the principal and classroom teacher

Loma Vista School – 1 substitute needed

2013-2014 Extra Pay Assignment

After school supplemental instructional program – math remediation classes to target Graves Middle School students

Effective 08/2013 to 05/2014 – Ratification

Keith MacInnes, 2 alternates

2013-2014 Extra Pay Assignment

Supplemental instructional program – intervention and support to targeted Graves Middle School students to improve and enhance student learning in the area of Social Science

Effective 08/2013 to 05/2014 – Ratification: Daniel Honeycutt

Effective 11/2013 to 05/2014 – Ratification: Odelisa Orellana

2013-2014 Extension to Medical Leave of Absence – Paid – Teacher – Carmela School - Effective 12/04/2013 to 02/11/2014 – Ratification

Employee # VU 88 60 915

PERSONNEL
CLASSIFIED

Job Description – Director of Fiscal Services

On a motion by Trustee Pacheco seconded by Trustee Stys and unanimously carried the Director of Fiscal Services job description was approved.

ADJOURNMENT

Meeting adjourned 8:35 p.m.