

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

of the Board of Trustees
Regular Board Meeting
July 24, 2012

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CALL TO ORDER

The meeting was called to order by Trustee Stys at 6:05 p.m.

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

Others present: Dr. Erich Kwek, Superintendent
Cecilia Laidemitt, Associate Superintendent of Administrative
Services and Personnel Management
Gail Baxter, Associate Superintendent of Educational Services
Rick Holash, Associate Superintendent of Business Services.

FLAG SALUTE

The flag salute was led by Trustee Layla Avila.

PUBLIC COMMENTS

There were no public comments.

COMMENTS BY TRUSTEES

No comments.

REPORTS

Dr. Kwek reported he, Mr. Holash and Ms. Huntenburg had attended a School Services Budget Conference. Not much new information was reported on the new budget. We are waiting for November to see what will happen with the proposed tax initiatives. At this conference details were presented about Mandated Costs reimbursement versus a flat fee of \$28.00 per ADA reimbursement given to school districts from by the State. Districts keep an account of reports that are mandated by the State and are reimbursed for the costs. School Services is recommending school districts carefully analyze the anticipated reimbursement in each category before deciding which is most beneficial to the district. The decision must be made by September.

Dr. Kwek apologized for the delay in summer construction projects. There are no building blueprints available for most school buildings and the maintenance crew has run into many difficulties. Getting funding for some of these projects has been a long process.

Due to the extensive staff development offered before the start of the 2012-2013 school year, there will be no Employee Orientation Meeting this year. The Employee Recognition ceremony usually observed at the orientation meeting will be scheduled at a later time.

REPORTS

Dr. Kwek was happy to announce that the district was awarded a waiver from intra-year deferrals. This exemption will help with cash flow.

As of this date only ten qualified students have enrolled for Transitional Kindergarten. Unless a larger amount of students enrolls before the school year, these students will be placed in a combination Transitional Kindergarten/Kindergarten classroom.

Announcement of results of test scores has been delayed due to alleged student dishonest practices. The State is investigating the allegations.

The maintenance and custodial crews are working hard and preparing the schools for the new school year.

CONSENT

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

Approval of Minutes

Approved the minutes of the regular meeting held June 26, 2012.

Approval of Purchase Order List No. 01

Approved purchase order list no. 01 for purchases submitted prior to July 24, 2012.

Approval of Contract List No. 01

Approved contract list no. 01 for services provided prior to July 24, 2012. Contracts include:

12-13-001: contractor – Los Angeles County Office of Education; service – Migrant Education Program; duration – 07/01/2012 to 06/30/2012; amount – nc

Approval of Travel and Conference Report No. 01

Approved travel and conference report no.01.

Institutional Membership – 2012/2013

Approved the Institutional Membership list for 2012/2013.

CURRICULUM

Memorandum of Understanding between the South Whittier School District and Presbyterian Intercommunity Hospital Care Force One

On a motion by Trustee Baird seconded by Trustee Avila and unanimously carried the Memorandum of Understanding between the South Whittier School District and the Presbyterian Intercommunity Hospital Care Force One was approved. Approval

CURRICULUM

of this Memorandum of Understanding 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.

BUSINESS

Disposal of Surplus and Obsolete Equipment

On a motion by Trustee Avila seconded by Trustee Macias and unanimously carried the list of surplus and obsolete equipment was approved. In accordance with Board Policy 3270, when district owned furniture and/or equipment becomes unusable, obsolete or no longer needed the Superintendent shall identify these items to the Board of Trustees. With Board approval, the Superintendent will arrange for disposal of these items. Cafeteria warming bins and refrigerators have been stored at the old district office. These items have weathered and cannibalized over the years. If the value of the property is insufficient to defray the costs of arranging a sale of the obsolete items, the property may be disposed of in the local public dump on order of any employee of the district empowered for that purpose by the Board.

GENERAL

Proposed Board Policy 0410- Nondiscrimination in District Programs and Activities – First Reading

The Board conducted the first reading of proposed Board Policy 0401 – Nondiscrimination in District Programs and Activities.

Proposed Board Policy 5144.1 – Suspension and Expulsion/Due Process – First Reading

The Board conducted the first reading of proposed Board Policy 5144.1 – Suspension and Expulsion/Due Process.

Proposed Board Policy 5145.3 – Nondiscrimination/Harassment – First Reading

The Board conducted the first reading of proposed Board Policy 5145.3 Nondiscrimination/Harassment.

GENERAL

Proposed Board Policy 5145.7 – Sexual Harassment – First Reading

The Board conducted the first reading of proposed Board Policy 5145.7 – Sexual/Harassment.

Proposed Board Policy 4040 – Employee Use of Technology – Second Reading and Possible Adoption

On a motion by Trustee Macias seconded by Trustee Hernandez and unanimously carried Board Policy 4040 – Employee Use of Technology was adopted.

PUBLIC COMMENTS ON CLOSED SESSION ITEMS

There were no comments on closed session items.

CLOSED SESSION

The Board of Trustees commenced closed session at 6:18 p.m.

OPEN SESSION

The Board of Trustees resumed open session at 6:45 p.m. No action was taken in closed session.

PERSONNEL CLASSIFIED

On a motion by Trustee Avila seconded by Trustee Hernandez and unanimously carried Classified Personnel Report No. 07-24-12-01 was approved.

2012-2013 New Hires – Effective 08/01/2012

Martin Cerda, Custodian, Graves Middle School
Maria de la Torre, Bilingual Translator, District Wide

2012-2013 School Site Lateral Transfer – Effective 08/01/2012

Oscar Gomez, Custodian, Lake Marie School

2012-2013 Change in Pay Cycle – Effective 08/01/2012

Cynthia Rodriguez – pay cycle changed as follows:

From: 11 month hourly
To : 11 month monthly

2012-2013 Increase in Work Hours – Effective 08/01/2012

Ernest Pullet, Technology/Information Systems Technician, District Wide – work hours increased as follows:

From: 3.5 hours/day, 12 months
To : 8.0 hours/day, 12 months

2012-2013 Extra Pay Assignments

Rosa Montes, Instructional Aide/ SDC-LH – from 06/14/2012 to 06/25/2012 worked a total of 27 hours translating IEPs for McKibben School, Monte Vista School, Los Altos School and Graves Middle School. Participant compensated at her regular rate of pay, plus benefits. Ratification.

PERSONNEL
CLASSIFIED

Araceli Gonzalez, Sub Secretary – from 07/01/2012 to 07/31/2012 will work a total of 40 hours to organize the Los Altos School office for 2012-2013. Participant will be compensated at her substitute secretary rate of pay, plus benefits.

Rosa Gonzales, Special Projects Secretary – on 7/30 – 7/31/2012 will work eight hours per day to assist in the Consolidated Application spring data collection/entry. Participant will be compensated at her regular rate of pay plus benefits.

Mary Ayala and Miguel de la Torre – from 06/18/2012 to 07/27/2012 will each work a total of 25 hours as Avid Tutors for the Algebra I summer school class. Participants will be compensated at their regular rate of pay plus benefits.

2012-2013 Retirement – Effective 12/31/2012

Robert Martinez, Custodian, Graves Middle School

2012-2013 Medical Leave of Absence – Paid – Effective 07/13/2012 to 07/27/2012

Employee EID # CG45 731 33, Custodian, Graves Middle School

Director of Food Services – Job Description

Approved the Director of Food Services job description

PERSONNEL
CERTIFICATED

On a motion by Trustee Baird seconded by Trustee Hernandez and unanimously carried Certificated Personnel Report No. 07-24-12-01 was approved.

2012-2013 Extra Pay Assignment – Mentor New Principal on District Practice – Effective 07/01/2012 to 06/20/2013 – Ratification

Participant: Martha Mestanza-Rojas, Principal – Los Altos School

2012-2013 – Change from Regular Assignment to New Assignment – Effective 07/01/2012 to 06/30/2013

Participant: Marsha Escalante

From: Special Education Coordinator/Psychologist

To : Director of Special Education/Student Services

2011-2012 and 2012-2013 Extra Pay Assignment – Move Instructional Materials – Teachers – McKibben School and Lake Marie School – Effective 06/01/2012 to 08/2012 – Ratification

McKibben School – Connie Sava, Alicia Lizarzaburru,

Carmen Ornelas

Lake Marie School – Ruby Acosta

PERSONNEL
CERTIFICATED

2011-2012 and 2012-2013 Extra Pay Assignment – Summer School Supervision Before and After School Teachers – Graves Middle School – Effective 06/18/2012 to 07/19/2012 – Ratification
Participants: Joel Anderson, Heather Brannan, Dale Chitwood, Roberta Ellis, Michelle Grunwald, Cheryl Jensen, Daniel Honeycutt, William McCoy, George Palomino, Amanda Riisager, Carlos Rivera, Guy Sardo, Danyelle Spirlin, Maria Westbrook, Melody Skaggs, four alternates

2012-2013 Extra Pay Assignment – Leadership Team Meetings – Teachers – Monte Vista School and Loma Vista School – Effective 07 – 08/ 2012 – Ratification

McKibben School – Cristina Corrales, Lorenda Gonzales, Mary Hambright, Wendy King, Irene Maehara, Stacy Pentel, three alternates

Loma Vista School – Gabriela Medina, Sarah Payne, Monica Fernandez, Susanna Francia, Audrey Radley, two alternates

2012-2013 Extra Pay Assignment – Student Testing – District Readiness Test – Teachers – Loma Vista School – Effective 08/21, 22, 23/2012

Participants: Gabriela Medina, Maria Teresa Martinez

2012-2013 Extra Pay Assignments – Assess Incoming Students – Teachers – McKibben School – Effective 08/2012

Participants: Lorena Martinez-Zavala, Connie Sava, two alternates

2012-2013 New Hires – Teachers, Carmela School, Graves Middle School, District Wide – Effective 08/24/2012 to 06/13/2013

Carmela School – Elisabel Santos-Scott, Reading Intervention Teacher, Temporary Categorical Funded Position

Graves Middle School – Garrett Carrington, 7th / 8th Grade Math Teacher, Temporary Contract

Graves Middle School – Susana Seeget, RSP Teacher, K – 8th Probationary I Contract

District Wide – Monica Klingsporn, School Psychologist, Probationary I Contract

Director of Special Education/Student Services Job Description
Approved the Director of Special Education/Student Services job description

PERSONNEL
CERTIFICATED

Music/Band Teacher Job Description
Approved the Music/Band Teacher job description

2011-2012 Resignation – Effective 06/13/2012 – End of Day
Karri Slaton, Speech/Language Pathologist

ADJOURNMENT

Meeting adjourned at 7:47 p.m.