

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

of the Board of Trustees
Regular Board Meeting
June 28, 2011

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CALL TO ORDER

The meeting was called to order by Trustee Avila at 6:03 p.m.

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

Others present: Dr. Erich Kwek, Superintendent
Cecilia Laidemitt, Associate Superintendent of Administrative
Services and Personnel Services
Gail Baxter, Assistant Superintendent of Educational Services
David Rivera, Assistant Superintendent of Business Services

FLAG SALUTE

The flag salute was led by Cristina Corrales.

PUBLIC COMMENTS

There were no public comments.

COMMENTS BY TRUSTEES

There were no Trustee comments.

REPORTS

Superintendent, Dr. Kwek, shared budget information saying budget reports indicate there may be mid year educational reductions in revenue. Flat funding is proposed, that is, receiving the same level of funding with no increases. Deferrals may also be imposed on school districts. Reports indicate a proposal to reduce the school year may be implemented. The State Budget has not been approved as of this date but it is expected it will be approved very soon.

CONSENT

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

Approval of Minutes

The minutes of the regular meeting held June 14, 2011 were approved.

Purchase Order List No. 22

Approved purchase order list no. 22 for purchases submitted prior to June 28, 2011.

CONSENT

Contract List No. 20

Approved contract list no. 20 for services provided prior to June 28, 2011. Contracts include:

10-11-082: contractor – Wayne W. Hoefft, OD, service - vision screening services, duration - 09/01/2011 through 06/30/2012, amount – not to exceed \$8,500.00.

Travel and Conference Report No. 18

Approved travel and conference report no. 18.

CURRICULUM AND
INSTRUCTION

Quarterly Report on Williams Uniform Complaints

On a motion by Trustee Baird seconded by Trustee Hernandez and unanimously carried the Quarterly Report on the Williams Uniform Complaints was approved. Dr. Kwek reported that this report is brought to the Board for approval every quarter. The report summarizes the resolution of all complaints filed in the school district. The Superintendent reported there were no complaints to be filed with the County Superintendent of Schools for this quarter.

Consolidated Application, Part I

On a motion by Trustee Hernandez seconded by Trustee Baird and unanimously carried Part I of the Consolidated Application was approved. This application funds Title I, Title II, Title III, Title IV and EIA.

BUSINESS

Salary Schedule – California School Employees Association

On a motion by Trustee Stys seconded by Trustee Baird and unanimously carried the salary schedule for the classified bargaining unit (California School Employees Association) salary schedule was approved. As previously negotiated, effective July 1, 2011, unless otherwise negotiated, the combination of salary schedule reductions and furlough days shall be equivalent to a nine percent (9%) decrease in the salary schedule from 2008-2009 salary schedule.

Resolution 10-11-27: Resolution to Establish Fund Balance Policies as Required by GASB 54

On a motion by Trustee Baird seconded by Trustee Macias and unanimously carried, resolution 10-11-27 – Resolution to Establish Fund Balance Policies for the General and Deferred Maintenance as Required by GASB 54 was approved.

BUSINESS

Bond Issuance Presentation

Ms. Lynn Pacquin from George K. Baum & Company presented a bond issuance report. Ms. Pacquin reported on the general obligation bond refunding results from the 1988 election. Taxpayers will receive \$502,000 over 13 years from the 1988 bond election. To minimize the cost of the issuance of a second bond from the 1966 election, both bonds were issued in conjunction with one other. The 1966 general obligation bond yielded \$341,561. This amount was deposited into the district's Building Fund.

Public Hearing – On the Adoption of the 2011/2012 Budget

A public hearing on the adoption of the 2011/2012 budget was held in order to provide an opportunity for discussion on the budget. The hearing was open on a motion by Trustee Hernandez seconded by Trustee Baird and unanimously carried. There was no discussion on the matter. The hearing was closed on a motion by Trustee Baird seconded by Trustee Stys and unanimously carried.

Adoption of the 2011/2012 Budget

On a motion by Trustee Baird seconded by Trustee Stys and unanimously carried the 2011/2012 Budget was adopted.

David Rivera, Assistant Superintendent of Business Services, reported that the budget had to be adopted by June 30, 2011. After adoption, the budget is forwarded to the Los Angeles County Office of Education. Mr. Rivera expressed appreciation and thanked his Business Office associate, Lily Huntenburg, Director of Fiscal Services, for her continual assistance and assembling all the documents necessary for formulation of the budget. The budget includes a multi year projection that includes the current year and the subsequent two fiscal periods. In addition, this budget complies with DAIT recommendations and is computed in accordance with the Governor's May Revise.

GENERAL

Consideration of Canceling/Modifying the July Board Meeting Dates

On a motion by Trustee Hernandez seconded by Trustee Baird and unanimously carried, it was decided that the July Board meeting will be held on July 19, 2011. The July 12, 2011 and the July 26, 2011 Board meetings are cancelled. There will be only one Board meeting held in July.

Proposed Board Policy 3610 – Fund Balance

The Board of Trustees conducted the first reading of proposed Board Policy 3610, Fund Balance. This is a necessary policy that complies with GASB Statement 54 that is effective for the 2010-2011 school year.

GENERAL

Interdistrict Attendance Agreement

On a motion by Trustee Macias seconded by Trustee Baird and unanimously carried the Interdistrict Attendance Agreement with the Los Angeles Unified School district 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 6:53 p.m.

OPEN SESSION

The Board of Trustees resumed open session at 8:41 p.m. No action was taken in closed session.

PERSONNEL

On a motion by Trustee Hernandez seconded by Trustee Baird and unanimously carried Classified Personnel Report No. 06-28-11-21 and Certificated Personnel Report No. 06-28-11-22 were approved.

CLASSIFIED
PERSONNEL

2010-2011 and 2011-2012 Request for Leave of Absence/Unpaid - Family Medical Leave of Absence (FMLA) and California Family Rights Act of 1993 (CFRA), Confidential Employee – Effective 06/20/2011 Through 06/30/2011 – 9 Days
Employee Number PQ 6608 762 (Administrative Analyst)

2011-2012 Request for Leave of Absence/Paid – Family Medical Leave of Absence (FMLA) and California Family Rights Act of 1993 (CFRA), Confidential Employee – Effective 07/01/2011 and 07/25/2011 Through 08/05/2011 – 11 Days
Employee Number PQ 6608 762 (Administrative Analyst)

2011-2012 Resignation

David Rivera, Assistant Superintendent of Business Services, effective 07/15/2011

2011-2012 Retirement

Jeanette Barraza, Instructional Aide/SDC-SH, Los Altos School, effective 07/29/2011

2011-2012 Extra Pay Assignment

Between 06/16/2011 to 07/01/2011, the participant listed below will translate Special Education IEP documents at Loma Vista School.
Participant: Carmen Gonzalez, Office/Health Clerk

2011-2012 Extra Pay Assignment

Between 07/01/2011 to 07/15/2011, the participant listed below will process Categorical Program Monitoring (CPM) and cover the reception desk.
Participant: Rosa Gonzales, Special Projects Secretary

CLASSIFIED
PERSONNEL

Approval of New Job Description
Approved a new job description: Technology and Information
Systems Technician

CERTIFICATED
PERSONNEL

2011-2012 New Hire
Matthew Fraijo, Principal, Graves Middle School, effective
07/01/2011 through 06/30/2012

2011-2012 Extra Pay Assignment – Preparation of Master
Schedule and School Opening – Graves Middle School
Matthew Fraijo, Principal, effective 07/01/2011 through 08/08/2011

2011-2012 Extra Pay Assignment – Curriculum Mapping and
Benchmark Assessments
Martha Mestanza-Rojas, effective 07/05/2011 through 07/20/2011

2011-2012 Subsequent Variable Term Waivered Employee –
Speech/Language Pathologist – Education Code Waivered
EC44265.3
Kathryn A. Jones, effective 09/01/2011 through 06/30/2012

2010-2011 Summer Supplemental Instructional Program Regular
Teacher Substitute Teacher – Participant Will Be Paid At The Rate
Of Pay Of .003 Of The Last Year’s Salary In The South Whittier
School District – Substitutes Are To Be Used On Call On An As
Needed Basis Only
Kathryn A. Jones, effective 06/27/2011 through 07/28/2011,
Monday through Thursday.

2010-2011 Summer Supplemental Instructional Program Day-To-
Day Substitute Teachers – Substitute Teachers Will Be Paid the
Daily Rate of \$78.00 Per Day For a Four-Hour Work Day and Are
To Be Used On An On Call Basis Only – Effective 07/27/2011
Through 07/28/2011
Participants: James Hamilton, Violet Avelar-Romo, Ann Geib,
Juliawati Friedman

2010-2011 Extra Pay Assignment – Move Instructional Materials –
Lake Marie School – Effective Date – 21 Hours Between
06/16/2011 and 08/30/2011 – Ratification
Participants: Cristina Corrales, Lucille Hase, Elaine McNally,
Alicia Lizarzaburu

CERTIFICATED
PERSONNEL

2010-2011 Extra Pay Assignment – Teacher Training – District Wide – Effective 06/20-24/2011 – Ratification

Participants: Ruby Acosta, Violet Avelar-Romo, Robyn Blake, Marjorie Coddling, Sophia Fontes, Juliawati Friedman, Carrie Galloway, James Hamilton, Yolanda Holguin, Janette LaCourse, Barbara Llamas, Lisa Palomino, Kimberly Pauls, Kristen Ryan, Connie Sava, Sheril Carrasco-Tolentino, Denise Zazueta, two additional teachers to be determined.

2010-2011 Retirement - Ratification

Irene Hahn, Teacher, Loma Vista School, effective at the end of the day on June 15, 2011

2010-2011 Early Retirement – Per Article 32 of the Agreement Between the South Whittier School District and the South Whittier Teachers Association - Ratification

Laurel Ann Porro, Teacher, Monte Vista School, effective at the end of the day on June 15, 2011

2010-2011 Resignation – Speech/Language Teacher, 60% - Monte Vista School/Early Learning Center – Ratification

Beatriz R. Malagon, effective at the end of the day on June 15, 2011

Public Hearing – Subsequent Term Waiver Request – Speech, Language Pathologist Services Credential

On a motion by Trustee Hernandez seconded by Trustee Baird and unanimously carried the public hearing on the Subsequent Term Waiver Request – Speech, Language Pathologist Services Credential was open.

A Speech Language Pathologist Specialist is needed for students per their IEPs. A Subsequent Variable Term Waiver is being requested for Kathryn A. Jones. The effective dates of the Subsequent Term Waiver are September 1, 2011 to June 30, 2012.

An opportunity was provided to comment on the Subsequent Term Waiver Request. There was no discussion on the matter.

The hearing was closed on a motion by Trustee Baird seconded by Trustee Stys and unanimously carried.

CERTIFICATED
PERSONNEL

Approval of the Subsequent Term Waiver Request

On a motion by Trustee Baird seconded by Trustee Hernandez and unanimously carried the Subsequent Term Waiver Request was approved.

A Speech Language Pathologist Specialist is needed for students per their IEPs. The Subsequent Variable Term Waiver requested for Kathryn A. Jones was approved. The effective dates of the Subsequent Term Waiver are September 1, 2011 to June 30, 2012.

Contract with Eric Hall and Associates

On a motion by Trustee Macias seconded by Trustee Baird and unanimously carried a contract with Eric Hall and Associates was approved. The group will provide interim services related to the Assistant Superintendent of Business Services vacancy.

ADJOURNMENT

Meeting adjourned at 8:47 p.m. Another Board meeting followed the adjournment of this meeting.

