

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

**BOARD OF TRUSTEES MEETING – REGULAR/ORGANIZATION MEETING**

**December 15, 2015  
6:00 P.M.**

**AGENDA**

**1. PRELIMINARY**

1.1. Call to Order. Roll Call:

**Trustees**

Sylvia Macias, Vice President  
Francisco “Javi” Santana, Clerk  
Jan Baird, Member  
Deborah Pacheco, Member

**Administrators**

Gail Baxter, Superintendent  
Cecilia Laidemitt, Associate,  
Superintendent of Personnel &  
Administrative Services  
Martha Mestanza-Rojas, Associate  
Superintendent of Educational Services  
Mark Keriakous, Associate  
Superintendent of Business

1.2. Flag Salute

**2. OATH OF OFFICE**

The Oath of Office will be administered by Superintendent Gail Baxter to:

Jan Baird  
Elias Alvarado

**3. ORGANIZATION OF HE BOARD**

**Election of the Officers**

a. Election of the President

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**Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_**

b. Election of the Vice President

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**Motion:**\_\_\_\_ **Second:**\_\_\_\_ **Vote: Yes**\_\_\_\_ **No**\_\_\_\_ **Abstain**\_\_\_\_ **Absent**\_\_\_\_

c. Election of the Clerk

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**Motion:**\_\_\_\_ **Second:**\_\_\_\_ **Vote: Yes**\_\_\_\_ **No**\_\_\_\_ **Abstain**\_\_\_\_ **Absent**\_\_\_\_

d. Election of the Secretary of the Board

It is customary to elect the Superintendent, Gail Baxter, as Secretary of the Board.

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**Motion:**\_\_\_\_ **Second:**\_\_\_\_ **Vote: Yes**\_\_\_\_ **No**\_\_\_\_ **Abstain**\_\_\_\_ **Absent**\_\_\_\_

e. Election of the Board representative for electing members to the **County Committee on School District Organization**. (Currently - Deborah Pacheco)

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**Motion:**\_\_\_\_ **Second:**\_\_\_\_ **Vote: Yes**\_\_\_\_ **No**\_\_\_\_ **Abstain**\_\_\_\_ **Absent**\_\_\_\_

- f. Selection of the Board's voting delegate to the annual meeting of the **Los Angeles County School Trustees Association**. (Currently – Francisco "Javi" Santana)
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- g. Selection of the Board's representative to the **Whittier Area School Trustees Association**. (Currently – Sylvia Macias)
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- h. Election of the representative and alternate to the **Trustee Review Committee of the Pupil Transportation Cooperative**. (Currently – Sylvia Macias, Alternate – Francisco "Javi" Santana)

Member \_\_\_\_\_

**Motion:**\_\_\_\_ **Second:**\_\_\_\_ **Vote: Yes**\_\_\_\_ **No**\_\_\_\_ **Abstain**\_\_\_\_ **Absent**\_\_\_\_

Alternate \_\_\_\_\_

**Motion:**\_\_\_\_ **Second:**\_\_\_\_ **Vote: Yes**\_\_\_\_ **No**\_\_\_\_ **Abstain**\_\_\_\_ **Absent**\_\_\_\_

- i. Election of the representative and alternate to the **Trustee Review Committee of the Whittier Area Cooperative Special Education Program**. (Currently – Sylvia Macias, Alternate – Deborah Pacheco)

Member \_\_\_\_\_

**Motion:**\_\_\_\_ **Second:**\_\_\_\_ **Vote: Yes**\_\_\_\_ **No**\_\_\_\_ **Abstain**\_\_\_\_ **Absent**\_\_\_\_

Alternate \_\_\_\_\_

**Motion:**\_\_\_\_ **Second:**\_\_\_\_ **Vote: Yes**\_\_\_\_ **No**\_\_\_\_ **Abstain**\_\_\_\_ **Absent**\_\_\_\_

- j. Election of the two Board members to serve on the **Hearing Committee to Consider Student Expulsion** (Currently – Jan Baird and Deborah Pacheco)

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**Motion:**\_\_\_\_ **Second:**\_\_\_\_ **Vote: Yes**\_\_\_\_ **No**\_\_\_\_ **Abstain**\_\_\_\_ **Absent** \_\_\_\_

- k. Selection of two Board Members to serve on the **Superintendent’s Advisory Committee** (Currently – Francisco “Javi” Santana and Deborah Pacheco)

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- l. Election of two Board members to serve on the **Wellness Committee** as representative and alternate (Currently – Jan Baird, Alternate – Sylvia Macias)

Member \_\_\_\_\_

**Motion:**\_\_\_\_ **Second:**\_\_\_\_ **Vote: Yes**\_\_\_\_ **No**\_\_\_\_ **Abstain**\_\_\_\_ **Absent** \_\_\_\_

Alternate \_\_\_\_\_

**Motion:**\_\_\_\_ **Second:**\_\_\_\_ **Vote: Yes**\_\_\_\_ **No**\_\_\_\_ **Abstain**\_\_\_\_ **Absent** \_\_\_\_

- m. It is recommended that the Superintendent, Gail Baxter or a designee be appointed as the Board representative to the:

- 1) Whittier Area Cooperative Special Education Program
- 2) Whittier Area Pupil Transportation Cooperative
- 3) School Attendance Review Board
- 4) Whittier Area Self Insurance Authority
- 5) Whittier Area Liability and Property Self Insurance Authority
- 6) South East Educational Technology Consortium and Whittier Area Consortium

**Motion:**\_\_\_\_ **Second:**\_\_\_\_ **Vote: Yes**\_\_\_\_ **No**\_\_\_\_ **Abstain**\_\_\_\_ **Absent** \_\_\_\_

- n. Board meeting – it is recommended that the Board adopt the third Tuesday of each month as the regular meeting time at the District Office Board Room, 11200 Telechron Ave., Whittier, CA 90605, with call to order at 6:00 p.m.

**Motion:**\_\_\_\_\_ **Second:**\_\_\_\_\_ **Vote: Yes**\_\_\_\_\_ **No**\_\_\_\_\_ **Abstain**\_\_\_\_\_ **Absent** \_\_\_\_\_

- o. Adoption of Resolution # 15-16-09, Certification of Signatures, to authorize signatures as required by law authorizing Gail Baxter, Cecilia Laidemitt, Martha Mestanza-Rojas, Mark Keriakous, Francisco Meza, Phuong Tran, and Janine Johnson to sign warrant orders for salary payment, notices of employment and contracts effective December 09, 2015 through December 20,2016 (Supplement)

**Motion:**\_\_\_\_\_ **Second:**\_\_\_\_\_ **Vote: Yes**\_\_\_\_\_ **No**\_\_\_\_\_ **Abstain**\_\_\_\_\_ **Absent** \_\_\_\_\_

**4. PUBLIC COMMENTS**

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

**5. COMMENTS BY TRUSTEES**

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

**6. 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.

- 6.1. The Superintendent will report to the Board about various matters involving the District.

- 7. **PRESENTATION: Proposed Fiscal and Political Advisor Services for Potential Bond.** (Supplement) Mark Keriakous, Associate Superintendent Business Services will introduce representatives from Piper Jaffray & Co. who will be presenting an overview of services available through Piper Jaffray & Co. for fiscal advisory services.

**8. CONSENTS**

- 8.1. **Approval of Minutes** (Supplement). The Superintendent recommends approval of the minutes of regular meeting held on November 17, 2015.

**8.2. Purchase Order List No. 06** (Supplement). The Superintendent recommends approval of Purchase Order List No. 06

**8.3. Contract List No. 06** (Supplement). The Superintendent recommends approval of Contract List No. 06

**8.4. Travel and Conference Report No. 06** (Supplement). The Superintendent recommends approval of Travel and Conference Report No. 06

**Motion:**\_\_\_\_ **Second:**\_\_\_\_ **Vote: Yes**\_\_\_\_ **No**\_\_\_\_ **Abstain**\_\_\_\_ **Absent**\_\_\_\_

## **9. EDUCATIONAL SERVICES**

**9.1. Proposed Board Policy 0460 Philosophy, Goals, Objectives and Comprehensive Plans – Local Control Accountability Plan (LCAP) (First Reading)** (Supplement) The Board of Trustees will conduct a first reading of the Proposed Board Policy 0460 Philosophy, Goals, Objectives and Comprehensive Plans - Local Control Accountability Plan (LCAP).

## **10. BUSINESS**

**10.1 First Interim Financial Report 2015-2016** (Supplement). Mark Keriakous, Associate Superintendent of Business Services will present a report to the Board on the First Interim Financial Report 2015-2016

**10.2 First Interim Financial Report 2015-2016** (Supplement 10.1). Mark Keriakous, Associate Superintendent of Business Services presented a report to the Board on the First Interim Financial Report 2015-2016. The Superintendent recommends acceptance of the First Interim Report.

**Motion:**\_\_\_\_ **Second:**\_\_\_\_ **Vote: Yes**\_\_\_\_ **No**\_\_\_\_ **Abstain**\_\_\_\_ **Absent**\_\_\_\_

## **11. 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).

## **12. 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, §54957.6 and Education Code Sections §35146, and §48914

**12.1.** Conference with Agency Labor Negotiators: South Whittier School Teachers Association and California School Employees Association. Agency Negotiators: Gail Baxter, Cecilia Laidemitt, Martha Mestanza-Rojas, Mark Keriakous, James C. Romo, Tina L. Kannarr

**12.2.** Conference Real Property Negotiator

12.2.1. The property under consideration is situated at Carmela School field, 5.1 acres of land at 1300 Lakeland Road, Whittier, CA 90605, which property is known generally as a portion of the District's Carmela Elementary School site ("Property"). South Whittier School District (Proposed Lessor), Real Property Negotiators, Superintendent Gail Baxter (along with real estate consultants and legal counsel, Andreas Chialtas); and one or more potential unidentified lessees which may lease the property pursuant to applicable California law (Proposed Lessee(s)). Instruction to Negotiators will concern price and terms of payment associated with the possible lease of the identified Property, or portion thereof.

**12.3.** Public Employee Appointment/Employment/Evaluation

CLASSIFIED

12.3.1	Inclusion Aide SDC-SH	(14.1)
12.3.2	Food Service Accounting Technician	(14.1)
12.3.3	Data Integrity Specialist	(14.1)
12.3.4	Substitute Instructional Aide	(14.1)
12.3.5	Substitute Breakfast Duty Supervisors	(14.1)
12.3.6	Substitute Noon Duty Supervisor	(14.1)
12.3.7	Substitute Health Clerk	(14.1)
12.3.8	Substitute Clerk Typist	(14.1)
12.3.9	Substitute Cafeteria Helper	(14.1)
12.3.10	Substitute Instructional Aide	(14.1)
12.3.11	Substitute Receptionist/Clerk	(14.1)
12.3.12	Instructional Aides/RSP	(14.1)
12.3.13	Noon Duty Supervisors	(14.1)

Public Employee Appointment/Employment/Evaluation (Continued)

CLASSIFIED

12.3.14	Instructional Aides SDC-SH	(14.1)
12.3.15	Health Clerk	(14.1)
12.3.16	Instructional Aide SH	(14.1)
12.3.17	Library Clerk	(14.1)
12.3.18	Instructional Aide LH	(14.1)
12.3.19	Administrative Analyst	(14.1)

CERTIFICATED

12.3.20	Substitute Teachers	(14.2)
12.3.21	Teachers	(14.2)

**12.4.** Dismissal / Release/ Transfers / Reassignments / Retirement

12.4.1	Custodians	(14.1)
12.4.2	Food Service Bookkeeper	(14.1)
12.4.3	Instructional Aide/Interventionist	(14.1)

CERTIFICATED

12.4.4	RSP Teacher	(14.2)
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**12.5.** Request for Medical Leave/Paid

CLASSIFIED

12.5.1	Employee #WG7961343	(14.1)
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**12.6.** Request for Extension of Medical Leave of Absence/Paid

CERTIFICATED

12.6.1.	Employee # VJ5042509	(14.2)
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**13. OPEN SESSION**

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



**14. PERSONNEL**

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

**14.1. Classified Personnel Report No. 12-15-15-06**

**Motion:\_\_\_\_\_ Second:\_\_\_\_\_ Vote: Yes\_\_\_\_\_ No\_\_\_\_\_ Abstain\_\_\_\_\_ Absent \_\_\_\_\_**

**14.2. Certificated Personnel Report No. 12-15-15-06**

**Motion:\_\_\_\_\_ Second:\_\_\_\_\_ Vote: Yes\_\_\_\_\_ No\_\_\_\_\_ Abstain\_\_\_\_\_ Absent \_\_\_\_\_**

**15. ADJOURNMENT**

<p>Unless otherwise posted, the next regularly scheduled meeting will be held <b>January 19, 2016 6:00 P.M.</b> District Office, Board Room, 11200 Telechron Ave., Whittier, CA 90605</p>
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