

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

of the Board of Trustees
Regular Board Meeting
September 11, 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 & Personnel Management
Gail Baxter, Associate Superintendent of Educational Services
Rick Holash, Associate Superintendent of Business Services

DEDICATION

Trustee Stys announced the Board meeting was dedicated in memory of the 9/11 victims and God Bless America

FLAG SALUTE

The flag salute was led by Michael Long, Lake Marie School Principal.

PUBLIC COMMENTS

There were no public comments.

COMMENTS BY TRUSTEES

Board members welcomed everyone and reported on the Back to School Night events they had attended. All had been lovely events, enjoyable classroom presentations and they particularly enjoyed meeting and talking with parents. Trustee Avila announced the first Teacher Networking Event for this school year will be held October 24, 2012. Mrs. Avila encouraged all to attend, more information will be distributed.

REPORTS

Dr. Kwek reported there has been a delay in the state reporting test score results. This delay impacts the district's evaluation of goals, the creation of new goals for the school year and the Superintendent's evaluation. Districts have been informed test scores will be available in mid-October.

Enrollment is stabilizing. Classes are full and it became necessary to call back three RIF (reduction in force) teachers. Dr. Kwek thanked all teachers for their patience and understanding as the district finalizes placement of students.

Direct Interactive Instruction (DII) training has gone very well. It is already being applied in classrooms. DII training for teachers at McKibben School, Lake Marie School and Monte Vista School will continue.

Back-to-School Night events have started and schools welcome all to attend. It is a good way for parents and teachers to meet and see their children's classroom.

CONSENT

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

Approval of Minutes

Approved the minutes of the regular meeting held August 28, 2012.

Approval of Purchase Order List No. 04

Approved purchase order list no. 04 for purchases submitted prior to September 11, 2012.

Approval of Contract List No. 04

Approved contract list no. 04 for services provided prior to September 11, 2012. Contracts include:

12-13-009: contractor – Alpha Vista Services, Inc., service – provide services to district students, duration – 09/10/2012 to 06/30/2012, amount – not to exceed \$105,000.00;

12-13-010: contractor – Wayne W. Hoeft, OD, service – provide services to district students, duration – 09/25/2012 to 06/30/2013, amount – not to exceed \$8,500.00

Travel and Conference Report No. 03

Approved Travel and Conference Attendance Report no. 03.

Resolution No. 12-13-03: Gann Limit Resolution

Approved resolution no. 12-13-03: Gann Limit Resolution.

Class Size Reduction Application, 2012-2013: Kindergarten – 3rd Grade

Approved the Class Size Reduction Application, 2012-2013 – Kindergarten – 3rd Grade.

CURRICULUM AND INSTRUCTION

Accountability Progress Report

Gail Baxter, Associate Superintendent of Educational Services, presented an overview of the Accountability Progress Report on student achievement based on the STAR Test for 2011-2012. This report, according to Mrs. Baxter, is Phase 1. Timelines have been pushed back by the state due to the delay in reporting test scores. Mrs. Baxter's report consisted of percentages data at the different levels of proficiency. She was excited to report that Graves Middle School had a phenomenal year and scores increased significantly in all subgroups. Some elementary schools showed increase or slight increase in English and Language Arts but overall there was a decrease in math scores.

CURRICULUM AND INSTRUCTION

Mrs. Baxter thanked teachers and principals for their assistance adding it was a pleasure to work with this group. Mrs. Baxter asked Ms. Audrey Radley to tell all teachers how much their hard work is appreciated.

BUSINESS

Mandate Reform/Mandate Block Grant

On a motion by Trustee Baird seconded by Trustee Hernandez and unanimously carried Block Grant funding for 2012-2013 was approved. The 2012-2013 Budget Act includes mandate reimbursement reform provisions that included allowing districts two options for reimbursement. With the Block Grant option, reimbursement is based on ADA and the district will be reimbursed during the current fiscal year.

2011-2012 Unaudited Actuals Report

Richard Holash, Associate Superintendent of Business Services, presented the 2011-2012 Unaudited Actuals Report.

The 2011-2012 Unaudited Actuals Report was approved on a motion by Trustee Macias seconded by Trustee Avila and unanimously carried. Mr. Holash reported the budget is built on the assumption that the November tax initiatives will not pass. He gave an accounting of revenue and expenditures of the General Fund, both restricted and unrestricted. His report indicates the district is in positive financial status and meets the minimum three percent Reserve for Economic Uncertainties.

GENERAL

Proposed Board Policy 1312.3 – Uniform Complaint Procedures
Proposed Administrative Regulation 1312.3 – Uniform Complaint Procedures

Proposed Administrative Regulation 1312.4 – Williams Complaint Procedures – First Reading

The Board conducted the first reading of proposed Board Policy 1312.3 – Uniform Complaint Procedures; proposed Administrative Regulation 1312.3 – Uniform Complaint Procedures; and proposed Administrative Regulation 1312.4. The board policy and administrative regulations meet all compliance requirements and it will be recommended the policy and administrative regulations be adopted after the second reading with no alterations.

PUBLIC COMMENTS ON CLOSED SESSION ITEMS

There were no comments on closed session items.

CLOSED SESSION

The Board of Trustees commenced closed session at 7:19 p.m.

OPEN SESSION

The Board of Trustees resumed open session at 7:47p.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. 09-11-12-04 was approved.

2012-2013 New Hires – Effective Date: Pending Completion of New Hire Process

Janet Aguirre, Los Altos, Instructional Aide, Kindergarten
Katya Guevara, Loma Vista, Instructional Aide, Kindergarten
Wendy Barrios, Lake Marie, Instructional Aide, Kindergarten

2012-2013 Substitute List: Instructional Aide/Noon Duty Supervisor, Office/Health Clerk, District Wide, Effective Date: Pending Completion of New Hire Process

Monica Villegas, Maria Nungaray, Lizette Osnaya

2012-2013 Extra Pay Assignments

From 09/12/2012 to 11/30/2012, the participant listed below will process student file requests in a timely manner as required for compliance. Participant will work up to 60 hours and be compensated at her regular rate of pay plus benefits.

Participant: Dawn Camargo, Library Clerk

From 09/04/2012 to 05/31/2013, the participant listed below will work on technical support of hardware and software in the computer lab for intervention and an enrichment program at McKibben School. Participant will work up to 125 hours (at 1.0 hour per day) and be compensated at her regular rate of pay plus benefits.

Participant: Dawn Camargo, Library Clerk

Between 08/16/2012 and 06/01/2013, the participants listed below will assess incoming students and plan data driven instructional groups at Los Altos School. Participants will work up to 25 hours and be compensated at their regular rate of pay plus benefits.

Participants: Laura Tovar, Library Clerk

Armida Romero, Instructional Aide/SH

2012-2013 Medical Leave of Absence –Paid – Effective 08/29/2012 to 09/10/2012

Employee ID # YU 790 32 93, Instructional Aide/SH, Los Altos School

PERSONNEL
CERTIFICATED

On a motion by Trustee Baird seconded by Trustee Hernandez and unanimously carried Certificated Personnel Report No. 09-11-12-04 was approved.

PERSONNEL
CERTIFICATED

2012-2013 Rehire from 2011-2012 Non Reemployed Permanent Teachers Per Education Code 44956 and Education Code 44909 – Ratification

Lisa Palomino, Kindergarten Teacher Position, Los Altos School, Temporary Contract, Effective 09/04/2012 to 06/13/2013

Yolanda Holguin, Kindergarten/1st Grade Teacher Position, Loma Vista School, Temporary Contract, Effective 09/06/2012 to 06/13/2013

Barbara Llamas, Grade To Be Determined, Temporary Contract, Effective Date To Be Determined

2012-2013 Change to Contract/Employment Status 5th/6th Grade Elementary Classroom Position – Carmela School – Effective 08/24/2012 to 06/13/2013 - Ratification

Greta Benavides: From – Rehire – Temporary Contract to – Reappointment From 2011-2012 Non Reemployed Permanent Teacher per Education Code 44956

7th – 8th Grade, SDC/SH Teacher – Graves Middle School – Effective 08/24/2012 to 06/13/2013 or Pending Employee Processing of Required Documents – Ratification

Danielle Rodriguez: From – Temporary Contract to Probationary I Contract

7th – 8th Grade Math Teacher – Graves Middle School – Effective 08/24/2012 to 06/13/2013 – Ratification

Garrett Carrington: From – Temporary Contract to Probationary I Contract

7th – 8th Grade English/Language Arts Teacher – Graves Middle School – Effective 08/24/2012 to 06/13/2013 – Ratification

Kelly Hernandez: From Temporary Contract to Probationary I Contract

2012-2013 Extra Pay Assignment – Teacher Training – ELD TOSAs – Thinking Maps – Effective 08/13/2012 to 08/18/2012 – Ratification

Participants: Kathleen Kivi, Kaylene Merrill

PERSONNEL
CERTIFICATED

2012-2013 Extra Pay Assignment – Pre Planning for Transitional Kindergarten Program – Teachers and Presenter – Effective 08/15/2012 to 08/23/2012 – Ratification

Teachers: Ruby Acosta, Gabriela Medina, Michelle Pierce
Presenter: Kaylene Merrill

2012-2013 Special Substitute Request – To Release Special Education Teachers to Receive Training on the Laws That Govern the IEP

Effective 09/26/2012 and 10/03/2012: 5 Substitutes Needed
Effective 09/26/2012: 2 Substitutes Needed

2012-2013 Extra Pay Assignment – Supplemental Instructional Program – Rosetta Stone Computer Lessons for Designated 4th – 6th Grade EL Students – Effective 09/25/2012 to 04/26/2013

Susanna Francia, one Alternate

2012-2013 – Teachers on Special Assignment (TOSA) Content Area Specialist/Coaches with ELD Emphasis, T5 800.20.4(b) and Reading Intervention Teacher – Teachers Consent on File – Temporary Positions for Categorical Funded Assignment – Effective 08/24/2012 to 06/13/2013

Tiffany Baides, Content Area Specialist/Coach with ELD Emphasis
Kathleen Kivi, Content Area Specialist/Coach with ELD Emphasis
Kaylene Merrill, Content Area Specialist/Coach with ELD Emphasis
Sarah Payne, Reading Intervention Teacher
Elisabel Santos-Scott, Reading Intervention Teacher

2012-2013 Extra Pay Assignment – BTSA Induction Program – Support Providers – Teachers – District Wide – Effective 08/24/2012 to 06/13/2013

Tonette Demoray, Allison Nakamura, Maria Westbrook,
Jennifer Woodward, Heather Brannan

2012-2013 – T580020.4 a & b (Staff Developer) – Teacher Consent on File – Inclusion Specialist – District Wide – Effective 08/24/2013 to 06/13/2013 – Ratification

Tonette Demoray

2012-2013 AVID Coordinator and AVID Elective Class Teacher – Effective 08/24/2012 to 06/13/2013 – as per Title 5 – 80005 (b) and T5 80020.4.1 (a) – Consent of Teachers on File – Ratification

Daniel Honeycutt, AVID Coordinator T5 80005 (b)
AVID Elective Class Teacher T5 80020.4.1 (a)

Guy Sardo, AVID Elective Class Teacher T5 80020.4.1 (a)

PERSONNEL
CERTIFICATED

Revised 2012-2013 Daily Time Schedule

On a motion by Trustee Baird seconded by Trustee Avila and unanimously carried the revised 2012-2013 Daily Time Schedule was approved. This time schedule describes each school's schedule for students, teachers and school secretaries. The previously approved schedule (approved on August 28, 2012) did not show the correct number of minutes for regular and minimum school days.

ADJOURNMENT

Adjournment

Meeting adjourned at 7:50 p.m.