

# UNADOPTED MINUTES

Of the Board of Trustees  
Regular Board Meeting  
May 17, 2016

## 1. PRELIMINARY

### 1. Call to Order. Roll call:

Minutes:

The meeting was called to order at 6:04 PM

Board of Trustees:

Sylvia V. Macias - Present  
Francisco "Javi" Santana - Absent  
Jan Baird - Present  
Deborah Pacheco - Absent  
Elias Alvarado - Present

Administrators:

All Administrators Present  
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 Services

### 2. Flag salute.

Minutes:

Pledge of Allegiance was led by Claudia Hernandez, CAFE Parent  
Leadership Academy student parent.

## 2. PUBLIC COMMENTS

Minutes:

CAFE Parent Leadership Academy - Three student parents from the CAFE  
Parent Leadership Academy: Claudia Hernandez, Berenice Escalera, &  
Victoria Moreno thanked the Board Members and the SWSD Administrators for  
the opportunity given to them to participate in such valuable training for  
parents such as the CAFE Parent Leadership Academy. Each of the student  
parents commented on what an impact the information they learned has made  
in their lives and helped them to understand how parents can help their  
children to be successful academically at home and how to help lead their  
path to graduating from the university. Each of the parents expressed  
their eagerness to continue learning and helping to educate other parents  
as well. An invitation was extended to the Board Members to attend the  
CAFE Parent Leadership Academy graduation on Tuesday, May 24, 2016.

Parents from McKibben: Maria Martinez, Marilu Saavedra, and Magdiel Castillo addressed the Board of Trustees about staff concerns and asked that the Board and District staff look into concerns and get back to them with information about what is being done.

Mr. Arles A. Benavides a representative from Spirit Family Services addressed the Board of Trustees to inform the community of the Drug Free 24/7 Prevention Campaign. The prevention campaign is to bring awareness to the community of the dangers adolescents face when they are at unsupervised parties with alcohol or drugs. During the campaign parents have been invited to parent workshops. Mr. Benavides provided handouts with information to the "Rethinking Access to Marijuana" for which a forum will be held tomorrow night and the "Reality Party and Resource Fair" on June 18, 2016. He thanked the Board Members and the Principal's for their support in allowing the information of this campaign to get to the parents. This will help educate the parents and bringing awareness at an early age.

Carolina Garcia, student from Loma Vista Elementary School accompanied by her mother, Mrs. Garcia, thanked the Board of Trustees for the new desks and chairs in her classroom.

CSEA President Josie Tafoya addressed the Board of Trustees to report on all of the happenings within the District that pertained to the Classified Employees and CSEA. Mrs. Tafoya reported that 10 Para-educators were approved to attend a 17 hour intense training in Ontario moderated by LACOE. The training provided the para-educators with valuable and useful information that can be used in their daily job duties. Josie also reported that a professional development series for the para-educators has been developed and it was well attended, by the special education aides, P.E. Aides and RSP Aides. She stated that this response should demonstrate to the Board that the staff wants the tools to be successful and are ready and willing whenever those opportunities are given which helps the staff to better prepare the students and truly see that there is "Success in Every Student".

This week is Classified School Employee week. CSEA and Schools First Credit Union co-hosted an event for the Classified employees which was well attended. Josie commented that the majority of the classified employees within the District are community members that have grown up here, attended and graduated from the same schools that they are working at, and even have their own children attending the same school. This goes to show that everyone has the best interest at heart and that they truly care for the students and the community. Josie closed her comment by thanking the Board and the District administrators for the opportunities to incorporate the professional development and allowing professional growth. It is valuable for the staff to feel that they are recognized as professionals.

### 3. COMMENTS BY TRUSTEES

Minutes:

Trustee Alvarado complimented the parents for their efforts in their personal growth and education and encouraged them to continue providing the support to their children in order to see them become successful academically and as professionals. Trustee Alvarado addressed the parents who had concerns about a staff member assuring the parents that it would be looked into. Lastly, Trustee Alvarado mentioned that a joint effort with the other Board Members was made to develop the new Vision/Mission which is included in tonight's agenda and by approving the new Vision/Mission tonight is one of the many steps being taken to spread quality education to all of the students throughout the District.

Trustee Baird thanked the student parents from the CAFE Parent Leadership Academy for their invitation to their graduation on May 24th. Regrettably, she will not be able to attend as she will be in Los Angeles with her son on that same day. Trustee Baird thanked Mr. Benavides from Spirit Family Services for his presentation and the information he provided and she is looking forward to attending some of the upcoming events.

Trustee Macias reported that she has been busy in the last months with all of the exciting happenings throughout the District. Trustee Macias reported on the many events that she had the opportunity to attend and participate, such as the Principal's workshops, the Bond workshop, the Wellness committee meeting, Lake Marie's color run, and the opportunity to judge the science projects at Loma Vista as well as attending Loma Vista's Open House. Trustee Macias commented that she can see everyone's hard work and it is greatly appreciated.

Trustee Macias commented briefly on the new Vision/Mission statement and thanked the Board Members for their joint effort in collaborating to come up with words for the Vision/Mission statement.

Trustee Macias reported that she and Mrs. Baird had attended the CSBA Delegate assembly this past weekend and learned so much from the information provided. Trustee Macias mentioned some of the information shared at the CSBA Delegate Assembly, such as the positive outlook for education on the Budget for the 2016-2017 despite resources falling short on projections. Information pertaining to the LCAP was discussed during breakout sessions. It was also announced that in the near future the L.A. and Silicon Valley technology experts will be building the next generation of GAMUT and Agenda Online.

Trustee Macias shared that during the CSBA Delegate Assembly, all attendees had the opportunity to listen to an inspiring guest speaker, Sylvia Mendez, her parents were the Plaintiff's in the case "Mendez vs. Westminster segregation complaint". This case took place 70 years ago. Her inspiring message was about everyone getting together and working hard.

Trustee Macias closed her comment with a quote: "If you want to go fast, you go alone, but if you want to go far, you go together". Mrs. Macias stressed that we want to work together.

#### 4. REPORTS

##### 1. The Superintendent will report to the Board about various matters involving the District.

###### Minutes:

Superintendent Baxter expressed how proud she is of the parent group that has committed a lot of time and hard work to complete the CAFE Parent Training Workshop Series over the past 12 weeks. She also shared how busy our Parent Center has been over the past couple of weeks.

Superintendent Baxter commented on the quality of the student work that is being displayed at all of our sites for Open House. She thanked the teachers for all of their hard work and stated how important it is to the children to be able to bring their parents to their classrooms where they can be proud and show off their work.

Superintendent Baxter updated the Board regarding the District's efforts to lease its Carmela Elementary School site surplus property consisting of 5.1 acres.

She recapped the process to date:

1. The District issued a Request for Proposals seeking offers from parties interested in leasing the Property.
2. District staff received proposals to lease the Property and identified Storm Properties, Inc. as the party whose proposal provided the best potential terms for the District.
3. The District has entered into direct negotiations with Storm to clarify the terms and conditions of their proposal. We anticipate that Storm's proposal will be formally presented to the Board at its June 14, 2016 Board meeting - and assuming Storm's proposal is approved on that date, finalized agreements should be presented to the Board during its development project concept to the Board.

Storm Properties has an appointment scheduled with the City of Santa Fe Springs Planning Director on June 9th, so if there are any revisions needed based on what they hear at that meeting they will incorporate those changes into their plans.

Superintendent Baxter reminded the Board of some of the upcoming events happening in the District:

05/21 - Community Resource Fair at Carmela from 8:00 AM - 12 noon.  
Run-a-thon from 8:00 AM - 9:00 AM, entertainment and booths open from 9:00 AM - 12:00 noon. (Over 30 of our Community Partners will have booths at the fair along with each of our schools PTAs)

05/24 - CAFE Parent Training Graduation at 8:30 AM in the Board Room

05/31 - Graves Middle School Promotion at Whittier High School in the Vic Lopez Auditorium at 2:00 PM

06/01 - Last day of school for students

**5. CONSENT**

**1. Approval of May 17, 2016 Board Agenda**

**Motion Passed:** The Superintendent recommends approval of May 17, 2016 Board Agenda.

Motion: \_\_\_ Seconded: \_\_\_ VOTE: YES 3 NO 0 Abstain\_\_\_ Absent\_\_\_  
Passed with a motion by Jan Baird and a second by Elias Alvarado.

Yes Elias Alvarado  
Yes Jan Baird  
Yes Sylvia Macias  
Absent Deborah Pacheco  
Absent Francisco "Javi" Santana

**2. Approval of Minutes, April 19, 2016 (Supplement)**

**Motion Passed:** The Superintendent recommends approval of the Regular Board Meeting minutes on April 19, 2016.

Motion: \_\_\_ Seconded: \_\_\_ VOTE: YES 3 NO 0 Abstain\_\_\_ Absent\_\_\_  
Passed with a motion by Jan Baird and a second by Elias Alvarado.

Yes Elias Alvarado  
Yes Jan Baird  
Yes Sylvia Macias  
Absent Deborah Pacheco  
Absent Francisco "Javi" Santana

**3. Approval of Minutes for Board of Trustees Workshop, May 5, 2016 (Supplement)**

**Motion Passed:** The Superintendent recommends approval of the Board of Trustee Workshop minutes on May 5, 2016.

Motion: \_\_\_ Seconded: \_\_\_ VOTE: YES 3 NO 0 Abstain\_\_\_ Absent\_\_\_  
Passed with a motion by Jan Baird and a second by Elias Alvarado.

Yes Elias Alvarado  
Yes Jan Baird  
Yes Sylvia Macias  
Absent Deborah Pacheco  
Absent Francisco "Javi" Santana

**4. Purchase Order Report No.# 11 (Supplement)**

**Motion Passed:** The Superintendent recommends approval of Purchase Order Report #11 (Supplement).

Motion: \_\_\_ Seconded: \_\_\_ VOTE: YES 3 NO 0 Abstain\_\_\_ Absent\_\_\_  
Passed with a motion by Jan Baird and a second by Elias Alvarado.

Yes Elias Alvarado  
Yes Jan Baird  
Yes Sylvia Macias  
Absent Deborah Pacheco  
Absent Francisco "Javi" Santana

**5. Contracts/Memorandum of Understanding (MoU) List No. #11 FY 15-16  
(Supplement)**

**Motion Passed:** The Superintendent recommends approval of Contract/ MoU List No.# 11 FYI 15-16

Motion: \_\_\_ Seconded: \_\_\_ VOTE: YES 3 NO 0 Abstain\_\_\_ Absent\_\_\_  
Passed with a motion by Jan Baird and a second by Elias Alvarado.

Yes Elias Alvarado  
Yes Jan Baird  
Yes Sylvia Macias  
Absent Deborah Pacheco  
Absent Francisco "Javi" Santana

Minutes:

Contracts/MoU:

15-16-054A - CONTRACTOR: Elizabeth Cajayon-Purvis; SERVICE:RATIFIED  
ADDENDUM: Time period for contract extended to help train new District  
nurse.; DURATION: 11/02/2015-06/02/2016; COST TO DISTRICT: Original  
Cost of \$6,000.00 was increased by an additional \$5,000.00 (TOTAL:  
\$11,000.00)

15-16-086 - CONTRACTOR: Presbyterian Intercommunity Hospital (PIH);  
SERVICE: Will help to maximize the use of available community resources  
for our students and families. This service helps increase student  
attendance rates by helping students to remain healthy and therefore  
preventing some absences due to illness.; DURATION:05/01/2016-  
04/30/2018; COST TO DISTRICT:NO COST TO THE DISTRICT (\$0.00)

15-16-087 - CONTRACTOR: SERVICE: DURATION: COST TO DISTRICT: N/A - This  
contract was submitted at the April 19, 2016 Regular Board Meeting.

15-16-088 - CONTRACTOR: AMERICAN FIDELITY ASSURANCE COMPANY; SERVICE:  
Provides online open enrollment support.; DURATION: 04/11/2016-  
04/11/2017; COST TO DISTRICT: NO COST TO THE DISTRICT (\$0.00)

**6. Contracts/ Memorandum of Understanding (MoU) List #002 FY 16-17  
(Supplement)**

**Motion Passed:** The Superintendent recommends approval of Contract/ MoU List No.# 002 FY 16-17

Motion: \_\_\_ Seconded: \_\_\_ VOTE: YES 3 NO 0 Abstain\_\_\_ Absent\_\_\_  
Passed with a motion by Jan Baird and a second by Elias Alvarado.

Yes Elias Alvarado  
Yes Jan Baird  
Yes Sylvia Macias  
Absent Deborah Pacheco  
Absent Francisco "Javi" Santana

Minutes:

Contracts/MoU:

16-17-006 - CONTRACTOR: AVID (Advancement Via Individual Determination) Center and AVID EXCEL; SERVICE: One Component of an overall strategy to increase student achievement; DURATION: 07/01/2016-06/30/2017; COST TO DISTRICT: (\$12,734.00 -AVID, \$5.650.00-AVID EXCEL)=TOTAL: \$18,384.00

16-17-007 - CONTRACTOR: SCHOOL CITY INC.; SERVICE: Provides a system to monitor student academic progress on an ongoing basis throughout the school year; DURATION: 07/01/2016-06/30/2017; COST TO DISTRICT: \$27,588.75

16-17-008 - CONTRACTOR: LOS ANGELES COUNTY OFFICE OF EDUCATION (LACOE); SERVICE: The District utilizes the PEOPLESOFT Financial System to record all budget and fiscal transactions as well as process accounts payable and purchase requests.; DURATION: 07/01/2016-06/30/2017; COST TO DISTRICT:\$14,988.20

**7. Travel and Conference Report No. 10 FY 15-16 (Supplement)**

**Motion Passed:** The Superintendent recommends approval of Travel and Conference Report No. #10 FY 15-16

Motion: \_\_\_ Seconded: \_\_\_ VOTE: YES 3 NO 0 Abstain\_\_\_ Absent\_\_\_  
Passed with a motion by Jan Baird and a second by Elias Alvarado.

Yes Elias Alvarado  
Yes Jan Baird  
Yes Sylvia Macias  
Absent Deborah Pacheco  
Absent Francisco "Javi" Santana

**8. Travel and Conference Report No. 01 FY 16-17 (Supplement)**

**Motion Passed:** The Superintendent recommends approval of Travel and Conference Report No. #01 FY 16-17

Motion: \_\_\_ Seconded: \_\_\_ VOTE: YES 3 NO 0 Abstain\_\_\_ Absent\_\_\_  
Passed with a motion by Jan Baird and a second by Elias Alvarado.

Yes Elias Alvarado  
Yes Jan Baird  
Yes Sylvia Macias  
Absent Deborah Pacheco  
Absent Francisco "Javi" Santana

**9. Williams Third Quarter Report on Uniform Complaints 2015-2016  
(Supplement)**

**Motion Passed:** The Superintendent recommends approval of the Williams Third Quarter Report on Uniform Complaints 2015-2016.

Motion: \_\_\_ Seconded: \_\_\_ VOTE: YES 3 NO 0 Abstain \_\_\_ Absent \_\_\_  
Passed with a motion by Jan Baird and a second by Elias Alvarado.

Yes Elias Alvarado  
Yes Jan Baird  
Yes Sylvia Macias  
Absent Deborah Pacheco  
Absent Francisco "Javi" Santana

**6. GENERAL**

**1. Appointment of District Employees (Alternate) to Serve on the Listed Committee- Whittier Area Pupil Transportation Cooperative (PTC)**

**Motion Passed:** The Superintendent recommends approval of the appointment of Phuong Tran, Director of Fiscal Services (as an Alternate) to the Whittier Area Pupil Transportation Cooperative (PTC)

Motion: \_\_\_ Seconded: \_\_\_ VOTE: YES 3 NO 0 Abstain \_\_\_ Absent \_\_\_  
Passed with a motion by Elias Alvarado and a second by Jan Baird.

Yes Elias Alvarado  
Yes Jan Baird  
Yes Sylvia Macias  
Absent Deborah Pacheco  
Absent Francisco "Javi" Santana

**2. District Vision/Mission (Supplement)**

**Motion Passed:** The Superintendent recommends the adoption of the District Vision/Mission Statements

Motion: \_\_\_ Seconded: \_\_\_ VOTE: YES 3 NO 0 Abstain \_\_\_ Absent \_\_\_  
Passed with a motion by Elias Alvarado and a second by Jan Baird.

Yes Elias Alvarado  
Yes Jan Baird  
Yes Sylvia Macias  
Absent Deborah Pacheco  
Absent Francisco "Javi" Santana



**7. BUSINESS SERVICES**

**1. Resolution No. # 15-16-17: Authorization for Year End Appropriations Transfers for the 2015-2016 Fiscal Year (Supplement)**

**Motion Passed:** The Superintendent recommends approval of Resolution No. #15-16-17: Authorizing for year End Appropriations Transfers for the 2015-2016 Fiscal Year. Motion: \_\_\_ Seconded: \_\_\_ VOTE: YES 3 NO 0 Abstain \_\_\_ Absent \_\_\_ Passed with a motion by Elias Alvarado and a second by Jan Baird.

Yes Elias Alvarado  
Yes Jan Baird  
Yes Sylvia Macias  
Absent Deborah Pacheco  
Absent Francisco "Javi" Santana

**2. Facilities Master Plan Project Prioritization (Supplement)**

**Motion Passed:** The Superintendent recommends the approval of the attached list of projects as priority on the Facilities Master Plan Prioritization.

Motion: \_\_\_ Seconded: \_\_\_ VOTE: YES 3 NO 0 Abstain \_\_\_ Absent \_\_\_ Passed with a motion by Jan Baird and a second by Elias Alvarado.

Yes Elias Alvarado  
Yes Jan Baird  
Yes Sylvia Macias  
Absent Deborah Pacheco  
Absent Francisco "Javi" Santana

Minutes:

Mr. Keriakous, Associate Superintendent of Business presented to the Board of Trustees an overview through a PowerPoint presentation the highest priority projects throughout the District as a result of the Facilities Master Plan Process.

**3. Approval of the Two-year Term Memberships of South Whittier School District Citizen's Bond Oversight Committee, Measure I from June 1, 2016 - June 1, 2018**

**Motion Passed:** The Superintendent recommends approval of the Two-year term memberships of South Whittier School District Citizen's Bond Oversight Committee, Measure I from June 1, 2016 - June 1, 2018.

Motion: \_\_\_ Seconded: \_\_\_ VOTE: YES 3 NO 0 Abstain \_\_\_ Absent \_\_\_ Passed with a motion by Jan Baird and a second by Elias Alvarado.

Yes Elias Alvarado  
Yes Jan Baird  
Yes Sylvia Macias  
Absent Deborah Pacheco  
Absent Francisco "Javi" Santana

**8. PUBLIC COMMENTS ON CLOSED SESSION ITEMS**

There were none.

## 9. CLOSED SESSION

Minutes:

By general consent of the Board, the Board moved into Closed Session at 7:11 PM

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

2. Conference Real Property Negotiator (Government Code Section 54956.8)

1. The property under consideration is situated at Carmela School field, 5.1 acres of land at 13300 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 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 and Associate Superintendent, Mark Keriakous (along with legal counsel, Andreas Chialtas); and Storm Properties 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.

3. Classified - Public Employee Appointment/Employment/Evaluations

4. Classified - Public Employee Dismissal/Release/Discipline/Transfers/Reassignments/Retirement

5. Classified - Public Employee Request for Medical Leave of Absence/paid - Ratification

6. Certificated - Public Employee Appointment/Employment/Evaluation

7. Certificated - Public Employee Dismissal/Release/Discipline/Transfers/Reassignments/Retirement

8. Certificated - Public Employee Request for Extension of Medical Leave of Absence/Paid

**10. OPEN SESSION**

Minutes:

By general consent of the Board, the Board reconvened in Open Session at 8:19 PM. The Superintendent reported that no action was taken.

**11. PERSONNEL SERVICES**

**1. Classified Personnel Report No. # 05-17-16-11 (Supplement)**

**Motion Passed:** The Superintendent recommends approval of the Classified Personnel Report No. 05-17-16-11

Motion: \_\_\_ Seconded: \_\_\_ VOTE: YES 3 NO 0 Abstain\_\_\_ Absent\_\_\_  
Passed with a motion by Jan Baird and a second by Elias Alvarado.

Yes Elias Alvarado  
Yes Jan Baird  
Yes Sylvia Macias  
Absent Deborah Pacheco  
Absent Francisco "Javi" Santana

**2. Certificated Personnel Report No. # 05-17-16-11 (Supplement)**

**Motion Passed:** The Superintendent recommends approval of the Certificated Personnel Report No. 05-17-16-11

Motion: \_\_\_ Seconded: \_\_\_ VOTE: YES 3 NO 0 Abstain\_\_\_ Absent\_\_\_  
Passed with a motion by Jan Baird and a second by Elias Alvarado.

Yes Elias Alvarado  
Yes Jan Baird  
Yes Sylvia Macias  
Absent Deborah Pacheco  
Absent Francisco "Javi" Santana

**3. Approval of Declaration of Need for Fully Qualified Educators for the 2016-2017 School Year. Title V Regulations. (Supplement)**

**Motion Passed:** The Superintendent recommends approval of Declaration of Need for Fully Qualified Educators for the 2016-2017 School Year, Title V Regulations.

Motion: \_\_\_ Seconded: \_\_\_ VOTE: YES 3 NO 0 Abstain\_\_\_ Absent\_\_\_  
Passed with a motion by Jan Baird and a second by Elias Alvarado.

Yes Elias Alvarado  
Yes Jan Baird  
Yes Sylvia Macias  
Absent Deborah Pacheco  
Absent Francisco "Javi" Santana

**12. 2016-2017 CALENDARS**

**1. 2016-2017 Academic Calendar (Supplement)**

**Motion Passed:** The Superintendent recommends approval of the 2016-2017 Academic Calendar.

Motion: \_\_\_ Seconded: \_\_\_ VOTE: YES 3 NO 0 Abstain\_\_\_ Absent\_\_\_  
Passed with a motion by Jan Baird and a second by Elias Alvarado.

Yes Elias Alvarado  
Yes Jan Baird  
Yes Sylvia Macias  
Absent Deborah Pacheco  
Absent Francisco "Javi" Santana

**13. ADJOURNMENT**

Minutes:

By general consent of the Board, the meeting was adjourned at 8:23 PM to the June 14, 2016 Regular Board Meeting, District Office Board Room.