

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

of the Board of Trustees  
Regular Board Meeting  
October 11, 2011

PAGE 36

## CALL TO ORDER

The meeting was called to order by Trustee Avila at 6:00 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, Associate Superintendent of Educational Services  
Richard Holash, Associate Superintendent of Business Services

## FLAG SALUTE

The flag salute was led by Josie Tafoya.

## PUBLIC COMMENTS

There were no public comments.

## COMMENTS BY TRUSTEES

Trustee Macias attended the recently held PTA Retreat saying it was well attended and a good way to start the new school year. She commended Mrs. Baxter and the other administrators who organized it. Trustee Avila thanked the principals who attended and assisted with the Carmela School Back-to-School night. She noticed that parents were more at ease seeing principals showing their support for Carmela School.

## REPORTS

Dr. Kwek thanked the leadership team for attending the Carmela School Back-to-School Night. The Superintendent talked about the second annual PTA Retreat saying it had been a fun evening and a bonding experience for all. He thanked Francisco Meza, Gail Baxter and Armida Romero for their assistance and organization. Dr. Kwek reported that the interim Principal at Carmela School, Mr. Roger Salinas, is doing a good job. Dr. Kwek further reported he had received a notice that is not good news regarding revenues indicating that increases that had been expected in the budget will not happen and there may be triggers in December or budget cuts in January.

## CONSENT

On a motion by Trustee Baird seconded by Trustee Hernandez and unanimously carried the consent portion of the agenda was approved with the following modification: Contract list – contract no. 11-12-023 Zinsmeyer Academy was pulled from contract list no. 05. Also, correction of a date on contract no. 11-12-015.

CONSENT

Approval of Minutes

Approved the minutes of the meeting held September 27, 2011.

Approval of Purchase Order List No. 06

Approved purchase order list no. 06 for purchases submitted prior to October 11, 2011.

Approval of Contract List No. 05

Approved contract list no. 05 for services provided prior to October 11, 2011. Contracts include:

11-12-015: Contractor – Action Learning Systems, service – provide ongoing training and monitoring of teaching staff, duration – 10/11/2011 to 01/24/2012, amount – not to exceed \$12,000.00;

11-12-016: Contractor – Action Learning Systems, service – provide ongoing support for English Language Arts at GMS, duration – 09/09/2011 to 06/15/2012, amount – not to exceed \$10,375.00;

11-12-017: Contractor – Academy for Advancement of Children with Autism, service – provide services to district students, duration 07/01/2011 to 06/30/2012, amount not to exceed – nc;

11-12-018: Contractor – Academy for Advancement of Children with Autism, service – provide services to district students, duration 07/01/2011 to 06/30/2012, amount – not to exceed \$84,185.35;

11-12-019: Contractor – Action Learning Systems, service – provide ongoing training and monitoring of administrative staff, duration – 10/01/2011 to 06/30/2012, amount – not to exceed \$10,000.00;

11-12-020: Contractor – Provo Canyon School, service – provide services to district students, duration 06/20/2011 to 06/30/2011, amount – not to exceed – nc;

11-12-021: Contractor – Provo Canyon School, service - provide services to district students, duration – 06/20/2011 to 06/30/2011, amount – not to exceed \$3,740.25;

11-12-022: Contractor Zinsmeyer Academy, service – provide services to district students, duration – 07/01/2011 to 06/30/2012, amount – not to exceed – nc;

11-12-024: Contractor – HBIC/Cleta Harder Development School, service – provide services to district students, duration – 07/01/2011 to 06/30/2012, amount – not to exceed – nc;

11-12-025: Contractor – HBIC/Cleta Harder Development School, service – provide services to district students, duration – 07/01/2011 to 06/30/2012, amount – not to exceed \$50,846.80;

11-12-026: Contractor – Speech and Language Developmental School, service – provide services to district students, duration – 07/01/2011 to 06/30/2012, amount – not to exceed – nc;

CONSENT

11-12-027: Contractor – Speech and Language Developmental School, service – provide services to students, duration – 07/01/2011 to 06/30/2012, amount – not to exceed \$56,725.50;  
11-12-028: Contractor – Speech and Language Developmental School, service – provide services to district students, duration – 07/01/2011 to 06/30/2012, amount – not to exceed \$51,118.50;  
11-12-029: Contractor – Gallagher Pediatric Therapy, service – provide services to district students, duration – 07/01/2011 to 06/30/2012, amount – not to exceed \$200,000.00.

Travel and Conference Report No. 05

Approved travel and conference report no. 05.

CURRICULUM

Williams Uniform Complaint Quarterly Report

On a motion by Trustee Hernandez seconded by Trustee Baird and unanimously carried the Williams Uniform Complaint Quarterly Report was approved. Provisions of the Williams legislation require that all schools shall report summarized data on the nature of resolutions of all complaints on a quarterly basis to the County Superintendent of Schools. There were zero complaints to report.

Public Hearing: Notification of Compliance of Sufficient Textbooks and Instructional Materials – Resolution No. 11-12-05

A public hearing on the Notification of Compliance of Sufficient Textbooks and Instructional Materials – Resolution No. 11-12-05 was in order to provide an opportunity for discussion on the matter. The hearing was open on a motion by Trustee Hernandez seconded by Trustee Baird and unanimously carried. There was no discussion. The hearing was closed on a motion by Trustee Stys seconded by Trustee Macias and unanimously carried.

Resolution No. 11-12-05: Notification of Compliance of Sufficient Textbooks and Instructional Materials

On a motion by Trustee Baird seconded by Trustee Hernandez and unanimously carried Resolution No. 11-12-05: Notification of Compliance of Sufficient Textbooks and Instructional Materials was approved.

Summer School Report

Gail Baxter, Associate Superintendent of Education and Elementary Summer School Principal, Jose Alarcon gave an overview of the summer school program. Summer school classes were held at McKibben School and Graves Middle School. Each school was overseen by a principal. The goal of summer school was to provide reinforcement and intervention to elementary school student in preparation for the coming school year. The summer program was a five week program and consisted of 17 classes.

## CURRICULUM

The focus group was English Language learners and included special education classes. Students were given a pre-test and a post-test to evaluate their growth. There was evidence of growth in all subjects (reading comprehension, writing, grammar, spelling and vocabulary). Summer School Teachers were given a survey to evaluate the summer program. The results of the survey were overwhelmingly positive and Teachers answered they witnessed growth in student's skills, feel summer school is a true benefit and should continue and said it was very helpful to administer pre and post test data as it assisted them in identifying the specific standards to reinforce during the limited time period. Mr. Alarcon thanked all the summer school staff and Think Together for providing a very successful summer school program.

## BUSINESS

### Resolution No. 11-12-06: Certification of Signatures

On a motion by Trustee Baird seconded by Trustee Hernandez and unanimously carried Resolution No. 11-12-06: Certification of Signatures was approved. Approval of this resolution authorizes Richard Holash, Associate Superintendent of Business Services, to sign warrant orders for salary payments, orders for commercial payments, notices of employment and contracts effective October 11, 2011 through December 13, 2011.

### Resolution No. 11-12-07: Approving the Office of Public School Construction State Funding Application Identification of District Positions

On a motion by Trustee Baird seconded Trustee Macias and unanimously carried Resolution No. 11-12-07 Approving the Office of Public School Construction State Funding Application Identification of District Positions was approved. The Office of Public Construction requires each district that applies for State School construction funds to identify district representatives, authorized signatories and CEQA officers. This resolution authorizes Richard Holash, Associate Superintendent of Business Services and Lily Huntentburg, Director of Fiscal Services as authorized district representatives.

### Resolution No. 11-12-08: Designating Authorized Agent to Sign School Orders (commercial warrants)

On a motion by Trustee Hernandez seconded by Trustee Baird and unanimously carried Resolution No. 11-12-08 Designating Authorized Agent to Sign School Order (commercial warrants) was approved. Education Code 42632 allows school districts to designate an individual to sign any and all orders in the name of

BUSINESS

this district, drawn on funds of this district. This resolution allows Richard Holash, Associate Superintendent of Business Services, to act as the authorized agent of the South Whittier School District.

Resolution No. 11-12-09: For Change of Revolving Cash Fund Custodian (Education Code 42800-5)

On a motion by Trustee Baird seconded by Trustee Macias and unanimously carried Resolution No. 11-12-09 For Change of Revolving Cash Fund Custodian per Education Code 42800-5 was approved. Education Code 42800 allows school districts to establish a revolving cash fund for the use of the chief accounting officer of the district. The South Whittier School district has established a revolving cash fund and is in need of changing the authorized custodian of funds. Approval of this resolution appoints Richard Holash, Associate Superintendent of Business Services, as the district's revolving cash custodian.

Designation of District Representative - OPCS

On a motion by Trustee Stys seconded by Trustee Baird and unanimously carried, Ray Coco, Director of Maintenance, Operations and Transportation, was designated as the district representative and will be able to interface with the Office of Public Construction (OPCS) on behalf of the South Whittier School District.

Approval of Change Order, Bid # 2011-00A, Re-roofing Project

On a motion by Trustee Hernandez seconded by Trustee Baird and unanimously carried Change Order Bid # 2011-00A, Re-roofing project was approved with an additional \$13,400.00.

Approval of Change Order Bid, # 2011-00B, Removal and Replacement of Asphalt Project

On a motion by Trustee Baird seconded by Trustee Macias and unanimously carried Change Order Bid # 2011-00B, Removal and Replacement of Asphalt Project was approved for an additional \$12,163.00.

GENERAL

District Goals

On a motion by Trustee Hernandez seconded by Trustee Baird and unanimously carried the District Goals were approved with the following additions:

GENERAL

Goal: Student Academic Growth – bullet number four will read: “Forty percent of the students identified as achieving at Basic in ELA or math in August 2011 will increase one performance level by June 2012.”

Goal: Student Academic Growth – add a bullet to read: “All schools will achieve their growth AYP targets.”

Proposed Board Policy 3513.3 Tobacco-Free Schools

On a motion by Trustee Hernandez seconded by Trustee Baird and unanimously carried Board Policy 3513.3 Tobacco-Free Schools was adopted. This adopted policy includes new language that is recommended which meets all current laws and regulations.

PUBLIC COMMENTS ON  
CLOSED SESSION ITEMS

There were no comments on closed session items.

CLOSED SESSION

The Board of Trustees commenced closed session at 7:35 p.m.

OPEN SESSION

The Board of Trustees resumed open session at 9:21 p.m. No action was taken in closed session.

PERSONNEL

On a motion by Trustee Baird seconded by Trustee Hernandez and unanimously carried Classified Personnel Report No. 10-11-11-06 and Certificated Personnel Report No. 10-11-11-06 were approved.

CLASSIFIED

2011-2012 Extra Pay Assignments

Provide Bilingual Interpretation for Parent Meetings – Loma Vista School – Ratification

From 09/15/2011 to 06/13/2012 the participant listed below will work a total of 20 additional hours to serve as a translator.  
Participant: Carmen Gonzalez, Office/Health Clerk; one alternate

Provide Bilingual Support for Speech and Language Pathologist at Carmela School – Ratification

From 09/20/2011 to 06/13/2012 the participant listed below will serve as bilingual support for a total of 62 hours total for a speech and language pathologist.  
Participant: Maritza Dionisio, Instructional Aide/SH, one alternate

PERSONNEL  
CLASSIFIED

Provide Student Tutoring Services at Monte Vista School –  
Ratification

From 09/01/2011 to 06/13/2012 the participants listed below will work designated hours to provide tutoring services based on a mediated agreement.

Flor Garcia, Instructional Aide/RSP for 36 hours total

Connie Guerra, Instructional Aide/RSP for a total of 108 hours

One alternate

Provide Student Tutoring Services at Monte Vista School –  
Ratification

From 09/28/2011 to 06/13/2012 the participant listed below will provide student tutoring services based on a mediated agreement.

Josie Tafoya, Instructional Aide/SH for a total of 60 hours

One alternate

2011-2012 Resignation - Ratification

Timothy Rodriguez, Library Clerk, Graves Middle School, effective October 6, 2011.

CERTIFICATED

2011-2012 Reappointment from 2010-2011 Non-Reemployed  
Permanent Teacher per Education Code 44956, Effective  
10/05/2011 to 06/13/2012 – Ratification

Kristen Ryan, 6<sup>th</sup> Grade Teacher, - Carmela School, Temporary Contract

2011-2012 Extra Pay Assignment – Create Pacing Guides and  
Benchmark Assessments for ELA/Math Teacher – District Wide –  
Effective 08/2011 – Ratification

Tiffany Baides

2011-2012 Special Substitute Requests – To Release Teachers for  
DII Demonstrations – Carmela School Teachers – Effective  
09/26/2011 and 09/27/2011 – Ratification

Ten Substitute Teachers Needed

2011-2012 Extra Pay Assignment – Move Instructional Materials –  
Graves Middle School Teacher – Effective 08/2011 – Ratification

Shari Tanimoto

2011-2012 Extra Pay Assignment – Home/Hospital Program  
Teachers for Homebound or in Hospital Students – District Wide

Mark Fuentes and Heather Brannan effective 07/01/2011 to 06/30/2012 – Ratification

PERSONNEL  
CERTIFICATED

Greta Benavides, Susanna Francia and Debra Wease effective  
10/12/2011 to 06/30/2012

2011-2012 Extra Pay Assignment – Organization of Stored  
Curriculum Materials – Carmela School Teachers – Effective  
10/12/2011 to 12/13/2011

Valerie Favrow and Yvette Arbiso-Wroe

2011-2012 Extra Pay Assignment – Leadership Team – Review  
School Plan and Collaborate Implementation – Carmela School  
Teachers – Effective 10/12/2011 to 06/05/2012

Valerie Favrow, Yvette Arbiso-Wroe, Belinda Bernal-Stevens,  
Sylvia Bobluk, Sylvia Villaseñor, Lisa Palomino, Christine Thornton,  
three alternates

2011-2012 Extra Pay Assignment – Teacher Training – Thinking  
Maps – Coaches – Teachers – Effective 10/24, 31/2011

Lake Marie: Patricia Vega-Jeter, Roxanne Grago, Lucy Frias,  
Greta Benavides, Michelle Grunwald, Ella Hurley  
Loma Vista: Kimberly Pauls, Jennifer Woodward

District Office: Kathleen Kivi (Presenter),  
Kaylene Merrill (Presenter)

2011-2012 Medical Leave of Absence – Paid – Loma Vista Teacher  
– Effective 10/13/2011 to 11/10/2011

Employee ID Number: WQ 119 93 03

ADJOURNMENT

Meeting adjourned at 9:23 p.m.