

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 25, 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

FLAG SALUTE

The flag salute was led by Monica Fernandez.

PUBLIC COMMENTS

There were no public comments.

COMMENTS BY TRUSTEES

Trustee's reported on the various Back-to-School Night events they attended adding it was very gratifying to see the high rate of parent participation. Trustee Macias reported she attended the Teacher of the Year luncheon where Lake Marie School teacher, Roxanne Grago, was honored. Mrs. Macias said it was a beautiful event.

REPORTS

Dr. Kwek announced and reminded everyone that the annual Back-to-School Presentation and Employee Service Awards presentation would be held on October 1, 2012. Trustees were invited to participate.

Dr. Kwek welcomed coaches, Tiffany Baides, Kathleen Kivi and Kaylene Merrill who attended the Board meeting. They were on the team that studied the Common Core Standards during the summer. A presentation and explanation of the Common Core Standards was made by Mrs. Baxter and Mrs. Mestanza-Rojas at this meeting.

Dr. Kwek commended principals and teachers for the great Back-to-School Night activities. Large number of parents attend this event, classrooms are crowded with so many parents. He was happy to report that at Graves Middle School a very small number of parents of incoming seventh grade students asked for an inter-district permit. Efforts made in our elementary schools and the middle school are working. Dr. Kwek talked with many Graves Middle School parents who had only positive comments about Graves Middle School.

REPORTS

Dr. Kwek attended the Teacher of the Year Luncheon honoring Ms. Roxanne Grago. Ms. Grago will be presented at the October 9, 2012 Board meeting.

The Superintendent announced the Whittier Union High School District is changing their school calendar. School year in 2013 will begin on August 14. The recommendation will be made to our Board to also start the South Whittier School District school year on the same date, August 14. The end of the school year in 2014 will be scheduled in May. Another change will be spring break to coincide with the end of the third semester. There will be more information on these topics in the future.

CONSENT

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

Approval of Minutes

Approved the minutes of the regular meeting held September 11, 2012.

Approval of Purchase Order List No. 05

Approved purchase order list no. 05 for purchases submitted prior to September 25, 2012.

Approval of Contract List No. 05

Approved contract list no. 05 for services provided prior to September 11, 2012. Contracts include:

12-13-011: contractor – Arcadia Audiometric Associates, service – provide hearing screening services, duration – 09/25/2012 to 06/30/2013, amount – not to exceed \$8,000.00;

12-13-012: contractor – Rossier Park Elementary School, service – provide services to district students, duration – 07/01/2012 to 06/30/2013, amount – NC;

12-13-013: contractor – Rossier Park Elementary School, service – provide services to district students, duration – 07/01/2012 – to 06/30/2013, amount - not to exceed \$36,175.20;

12-13-014: contractor – Rossier Park Elementary School, service – provide services to students, duration – 07/01/2012 to 06/30/2013, amount – not to exceed \$38,695.20;

12-13-015: contractor – Rossier Park Elementary School, service – provide services to students, duration – 07/01/2012 to 06/30/2013, amount – not to exceed \$36,175.20;

12-13-016: contractor – Olive Crest Academy – Canal Elementary, service – provide services to district students, duration – 07/01/2012 to 06/30/2013, amount – NC;

CONSENT

12-13-017: contractor – Olive Crest Academy- Canal Elementary, service – provide services to district students, duration – 07/01/2012 to 06/30/2013, amount – not to exceed \$45,435.00;

12-13-018: contractor – Speech and Language Development Center, service – provide services to district students, duration – 07/01/2012 to 06/30/2013, amount – NC;

12-13-019: contractor – Speech and Language Development Center, service – provide services to district students, duration – 07/01/2012 to 06/30/2013, amount - \$60,904.50;

12-13-020: contractor – Speech and Language Development Center, service – provide services to district students, duration – 07/01/2012 to 06/30/2013, amount - \$32,145.00;

12-13-021: contractor – Speech and Language Development Center, service - provide services to district students, duration – 07/01/2012 to 06/30/2013, amount – not to exceed \$34,967.00;

12-13-022: contractor – Head and Brain Injured Children/Cleta Harder, service - provide services to district students, duration – 07/01/2012 to 06/30/2013, amount – NC;

12-13-023: contractor – Head and Brain Injured Children/Cleta Harder, service - provide services to district students, duration – 07/01/2012 to 06/30/2013, amount - \$51,136.80;

12-13-24: contractor – Academy for Advancement of Children with Autism, service - provide services to district students, duration- 07/01/2012 to 06/30/2013, amount – NC;

12-13-025: contractor – Academy for Advancement of Children with Autism, service - provide services to district students, duration – 07/01/2012 to 06/30/2013, amount – not to exceed \$85,115.50;

12-13-026: contractor – Terry H. Kappe, service – provide services to students, duration – 09/11/2012 to 06/30/2013, amount – not to exceed \$3,300.00;

12-13-027: contractor – Biola University, service- Early Childhood Field Experience Agreement, duration – 09/01/2012 to 09/01/2014, amount – NC;

12-13-028: contractor – Speech and Language Development Center, service - provide services to district students, duration – 07/01/2012 to 06/30/2013, amount – not to exceed \$46,761.00;

12-13-029: contractor – OPTIONS, service – provide preschool at McKibben School, duration – 09/01/2012 to 08/31/2013, amount – NC;

12-13-030: contractor – OPTIONS, service - provide preschool at Loma Vista, duration – 09/01/2012 to 08/31/2013, amount – NC;

12-13-031: contractor – OPTIONS, service – provide preschool at Los Altos school, duration – 09/01/2012 to 08/31/2013, amount – NC;

CONSENT

12-13-032: contractor – OPTIONS, service – provide preschool at Carmela School, duration – 09/01/2012 to 08/31/2013, amount- NC;

11-12-062 - Amendment: contractor – PCH Architects, LLP, service – architectural design services, duration – extension 11/24/2011 to 10/31/2013, amount – no change ;

11-12-063 – Amendment: contractor – Frick, Frick & Jette Architects, Inc., service – architectural design services, duration – extension 01/24/2012 to 10/31/2013, amount – no change

11-12-064 – Amendment: contractor – Frick, Frick & Jette Architects, Inc., service – architectural design services, duration – extension 01/24/2012 to 10/31/2013, amount – no change

Travel and Conference Report No. 04

Approved Travel and Conference Attendance Report no. 04.

CURRICULUM AND INSTRUCTION

Common Core Standards Presentation

Associate Superintendent of Educational Services, Gail Baxter and Martha Mestanza-Rojas, Los Altos School principal, presented an overview of Common Core Standards. Common Core Standards are a state-led effort to give all students the skills and knowledge they need to succeed. The standards provide a consistent and clear understanding of what students are expected to learn to succeed in college and careers in the 21st century. This summer a group of dedicated teachers, headed by Mrs. Mestanza-Rojas, with the aide of the coaches, Ms. Baides, Ms. Kivi and Ms. Merrill, teamed together to learn about the background and goals of the Common Core Standards. This team will continue to meet quarterly. These standards will be implemented by 2014, as reported by Mrs. Baxter. Further reports will be presented at future Board meetings to provide information about the background, development, implementation and assessment of the Common Core State Standards.

GENERAL

Proposed Board Policy 1312.3 – Uniform Complaint Procedures, Proposed Administrative Regulation 1312.3 – Uniform Complaint Procedures and Proposed Administrative Regulation 1312.4 – Williams Uniform Complaint Procedures

On a motion by Trustee Baird seconded by Trustee Hernandez and unanimously carried Board Policy 1312.3 – Uniform Complaint Procedures, Proposed Administrative Regulation 1312.3 – Uniform Complaint Procedures and Administrative Regulation 1312.4 – Williams Uniform Complaint Procedures were adopted.

GENERAL	<p><u>Proposed District Smart Goals – 2012/2013</u> On a motion by Trustee Macias seconded by Trustee Baird and unanimously carried Proposed District Smart Goals – 2012/2013 were tabled.</p>
PUBLIC COMMENTS ON CLOSED SESSION ITEMS	There were no comments on closed session items.
CLOSED SESSION	The Board of Trustees commenced closed session at 7:00 p.m.
OPEN SESSION	The Board of Trustees resumed open session at 7:20 p.m. No action was taken in closed session.
PERSONNEL CLASSIFIED	<p>On a motion by Trustee Hernandez seconded by Trustee Baird and unanimously carried Classified Personnel Report No. 09-25-12-05 was approved.</p> <p><u>2012-2013 New Hire</u> Monica Villegas, Instructional Aide, Loma Vista School, Kindergarten, Effective 09/10/2012 - Ratification</p> <p><u>2012-2013 New Hires – Effective 10/01/2012</u> Melody Gonzalez, Instructional Aide/RSP, Los Altos School Teresa Burto, Library Clerk, Los Altos School Christina Funch, Supervisor of Food Services</p> <p><u>2012-2013 Substitute List – Effective 10/01/2012</u> Wendy Salguero, Instructional Aide/Noon duty Katya Guevara, Health Clerk/Instructional Aide Janine Johnson, Cafeteria Manager, Loma Vista School</p> <p><u>2012-2013 Early Retirement – Effective 12/31/2012</u> Donna Davis, Cafeteria Helper, Loma Vista School</p> <p><u>2012-2013 Medical Leave of Absence – Paid – Effective 08/13/2012 to 11/13/2012</u> EID # UU 167 42 15, Secretary, Los Altos School</p> <p><u>2012-2013 Extension to Medical Leave of Absence – Paid – Effective 09/07/2012 to 10/07/2012</u> EID # YU 790 32 93, Instructional Aide, Los Altos School</p>
PERSONNEL CERTIFICATED	<p>On a motion by Trustee Avila seconded by Trustee Hernandez and unanimously carried Certificated Personnel Report No. 09-25-12-05 was approved.</p>

PERSONNEL
CERTIFICATED

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

Sofia Fontes – 5th/6th Grade Teacher Position, Monte Vista School – Temporary Contract, Effective 09/18/2012 to 06/13/2013

2012-2013 Change to Contract/Employment Status - Ratification

Lisa Palomino – Kindergarten Teacher Position, Los Altos School – From Rehire – Temporary Contract to: Reappointment from 2011-2012 Non Reemployed Permanent Teachers per Education Code 44956 – Effective 09/04/2012 to 06/13/2013

2012-2013 – Administrative Designees – Teachers – District Wide – Effective 09/26/2012 to 06/2013

Christopher Losoya, Carmela School
Tracy Boeltl, Loma Vista School
Lisa Palomino, Los Altos School
Patricia Vega-Jeter, Lake Marie School
Olegario Acosta, Monte Vista School
Allison Nakamura, Monte Vista School – alternate
Irene Maehara, McKibben School
Carmen Garcia, Graves Middle School

2012-2013 Extra Pay Assignment – Implementation of 7th Period Pre-Algebra Class – Teacher – Graves Middle School – Effective 08/2012 to 06/2013 – Ratification

George Palomino

2012-2013 Extra Pay Assignment - Staff Tech Support – Teacher – Monte Vista School – Effective 08/24/2012 to 06/12/2013 – Ratification

Lisa Allen, One Alternate

2012-2013 Extra Pay Assignment – Move Classroom Instructional Materials – Teachers – District Wide

Teresa Castelli, Lake Marie School, Effective 08/21–23/2012 (3 days) – Ratification
Yolanda Perez, Loma Vista School, Effective 08/15-17/2012 (3 days) – Ratification
Daniel Honeycutt, Graves Middle School, Effective 08/2012 (3 days) – Ratification

Los Altos School – To Release Teachers To Meet as a Grade Level to Analyze Data – Effective Dates:

Four substitute teachers needed 14 days between 09/2012 to 05/2013 – Ratification

PERSONNEL
CERTIFICATED

Loma Vista School – To Release Teachers to Meet and Discuss with Principal Regarding Grade Level Data – Effective Dates:
Three substitute teachers needed on – 09/27/2012, 10/04/2012, 11/01/2012, 11/29/2012, 12/13/2012, 01/31/2013, 02/07/2013, 03/28/2013, 04/13/2013, 04/25/2013 and 05/30/2013

On substitute teacher needed on – 10/25/2012, 01/24/2013 and 03/21/2013

Monte Vista School – To Release Teachers to Plan Direct Interactive Instruction Lessons Focusing on English Language Learners – Effective Dates:

Three substitute teachers needed on – 09/18/2012, 09/20/2012 – Ratification

One substitute teacher needed on – 11/02/2012, 11/08/2012, 11/30/2012, 01/16/2013 and 01/17/2013

Lake Marie School – To Release Teachers to Attend DII Demo Lessons with ALS Coaches – Effective Dates:

Three substitute teachers needed on 09/18/2012, 09/25/2012, 10/09/2012, 10/23/2012, 11/06/2012, 12/04/2012, 01/08/2013, 01/22/2013, 02/05/2013, 02/19/2013, 03/05/2013, 03/19/2013, and 04/16/2013

One substitute teacher needed on 10/05/2012, 11/07/2012, 11/26/2013 and 01/16/2013

Graves Middle School – To Release Teachers to Attend Two-Day Training – CPI-Nonviolent Crisis Intervention – Effective Dates:

Two substitute teachers needed on 11/07/2012 and 11/08/2012

ADJOURNMENT

Adjournment

Meeting adjourned at 7:23 p.m.