

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

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

AGENDA

1. PRELIMINARY

1.1 Call to Order. Roll call:

Trustees

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

Administrators

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

1.2 Flag salute.

2. 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.

3. COMMENTS BY TRUSTEES

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

4. 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.

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

5. CONSENTS

- 5.1 Approval of Minutes** (Supplement). The Superintendent recommends approval of the minutes of the Regular Board Meeting held August 18, 2015.
- 5.2 Approval of Minutes** (Supplement). The Superintendent recommends approval of the minutes of the Special Board Meeting held August 31, 2015.
- 5.3 Purchase Order List No. 03** (Supplement). The Superintendent recommends approval of Purchase Order List No. 03
- 5.4 Contract List No. 03** (Supplement). The Superintendent recommends approval of contract List No. 03
- 5.5 Travel and Conference Report No. 03** (Supplement). The Superintendent recommends approval of Travel and Conference Report No. 03
- 5.6 Instructional Minutes** (Supplement)
Instructional Minutes must be reviewed and approved annually by the Board of Trustees to ensure that students are receiving at least the required number of instructional minutes as outlined in Education Code § 46201. All South Whittier sites meet the minimum requirements for the 2015-2016 school year as presented. The Superintendent recommends approval of the Instructional Minutes as presented.
- 5.7 2015-2016 Daily Time Schedule** (Supplement)
2015-2016 Daily Time Schedule describes each school schedule for students, teachers and school secretaries. The Superintendent recommends approval of the 2015-2016 Daily Time Schedule.
- 5.8 Williams Third Quarter 2014-2015 Fiscal Year** (Supplement). As required by Education Code § 1240(c)(2)(H) pursuant to the Williams Settlement, the Third Quarter 2014-2015 Results of Site Visits, Reviews and Uniform Complaint Data has been submitted to the board. This report presents the results of the visits and reviews at school sites for the period of January, February, and March 2015.

Motion: _____ **Second:** _____ **Vote: Yes** ____ **No** ____ **Abstain**____ **Absent** ____

6. GENERAL

The following Board Policies and Administrative Regulations are submitted to the board for a first reading and review. All questions and/or recommendations for additions or revisions should be directed to the Superintendent prior to the next board meeting.

- 6.1 **BP 5112.1 Exemptions from Attendance First Reading** (Supplement)
- 6.2 **AR 5112.1 Exemptions from Attendance First Reading** (Supplement)
- 6.3 **BP 5145.12 Search and Seizure First Reading** (Supplement)
- 6.4 **BP 5141 Health Care and Emergencies First Reading** (Supplement)
- 6.5 **AR 5141 Health Care and Emergencies First Reading** (Supplement)
- 6.6 **BP 5141.21 Administering Medication and Monitoring Health Conditions First Reading** (Supplement)
- 6.7 **AR 5141.21 Administering Medication and Monitoring Health Conditions First Reading** (Supplement)
- 6.8 **AR 6173 Education for Homeless Children First Reading** (Supplement)

Motion: _____ Second: _____ Vote: Yes _____ No _____ Abstain _____ Absent _____

7. BUSINESS

- 7.1 **Presentation: Refinance Bond** (Supplement)
Mr. Keriakous will provide an overview and answer any questions the Board may have regarding the Refinancing of our outstanding bond debt.
- 7.2 **Resolution 15-16-06, Authorizing the Issuance and Sale of South Whittier School District 2015 General Obligation Refunding Bonds** (Supplement)
The Superintendent recommends approval to refinance the outstanding bond debt through Keygent Advisors as presented.

Motion: _____ Second: _____ Vote: Yes _____ No _____ Abstain _____ Absent _____

7.3 Presentation: Unaudited Actuals 2014-2015 (Supplement: Powerpoint).
As part of the regular budget cycle, Mr. Keriakous will present the Unaudited Actuals for 2014-2015.

7.4 Approval of the Unaudited Actuals 2014-2015 (Supplement)
The Superintendent of recommends approval of the Unaudited Actuals for 2014-2015 as presented.

Motion: _____ Second: _____ Vote: Yes _____ No _____ Abstain _____ Absent _____

7.5 GANN Limit Resolution #15-16-07 (Supplement)
Education Code § 42132 Specifies that school district governing boards shall adopt a resolution by September 15 each year identifying the estimated appropriations limit for the current year and the actual appropriations limit for the preceding year. The Superintendent recommends approval of the Resolution for the GANN Limit.

8. EDUCATIONAL SERVICES

8.1 Public Hearing: Notification of Compliance of Sufficiency of Instructional Materials - Resolution No. 15-16-05 (Supplement)
A public hearing is in order to provide an opportunity for discussion on Resolution No. 15-16-05 - Notification of Compliance of Sufficiency of Instructional Materials. This public hearing will comply with the requirements of Education Code § 60119 and § 60422(a)

a) Motion to open hearing

Motion: _____ Second: _____ Vote: Yes _____ No _____ Abstain _____ Absent _____

b) Motion to close hearing

Motion: _____ Second: _____ Vote: Yes _____ No _____ Abstain _____ Absent _____

8.2 Notification of Compliance of Sufficiency Instructional Materials – Resolution No. 15-16-05 (Supplement)

The Superintendent recommends approval of Resolution No. 15-16-05: Notification of Compliance of Sufficiency of Instructional Materials.

Motion: _____ Second: _____ Vote: Yes _____ No _____ Abstain _____ Absent _____

9. PERSONNEL SERVICES

9.1 Job Description: Director, Information Services and Technology
(Supplement). The Superintendent recommends approval of the job description of Director, Information Services and Technology.

Motion: _____ Second: _____ Vote: Yes ____ No ____ Abstain____ Absent _____

9.2 Job Description: Supervisor of Maintenance & Operations
(Supplement) The Superintendent recommends approval of the job description of Supervisor of Maintenance & Operations.

Motion: _____ Second: _____ Vote: Yes ____ No ____ Abstain____ Absent _____

**9.3 Job Description: Teacher on Special Assignment (TOSA) –
Special Education Coach** (Supplement)
The Superintendent recommends approval of the job description of Teacher on Special Assignment (TOSA) – Special Education Coach.

Motion: _____ Second: _____ Vote: Yes ____ No ____ Abstain____ Absent _____

10. 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).

11. 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 and 54957.6 and Education Code Sections 35146 and 48914.

11.1 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

11.2 Conference Real Property Negotiator

11.2.1 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 Negotiators Superintendent Gail Baxter (along with real estate consultant 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.

11.3 Public Employee Appointment/Employment/Evaluation

CLASSIFIED

11.3.1 AVID Tutor	(13.1)
11.3.2 LVN/Health Clerks	(13.1)
11.3.3 Substitute Accounting Technician	(13.1)
11.3.4 Substitute Instructional Aides	(13.1)
11.3.5 Substitute Custodian	(13.1)
11.3.6 Substitute Breakfast Duty Supervisor	(13.1)
11.3.7 Substitute Noon Duty Supervisors	(13.1)
11.3.8 Library Clerks	(13.1)
11.3.9 Noon Duty Supervisors	(13.1)
11.3.10 Delivery Warehouse Person	(13.1)
11.3.11 Instructional Aides / RSP	(13.1)
11.3.12 Instructional Aides SpeEd-SH	(13.1)
11.3.13 Instructional Aides	(13.1)
11.3.14 Health Clerks	(13.1)
11.3.15 Instructional Aide/Interventionist	(13.1)
11.3.16 Special Sub Request	(13.1)
11.3.17 Supervisor of Maintenance & Operations	(13.1)
11.3.18 Director of Information Technology	(13.1)

11.3 Public Employee Appointment/Employment/Evaluation (Continued)

CERTIFICATED

- 11.3.19 Substitute Teachers/District Wide (13.2)
- 11.3.20 Teachers (13.2)
- 11.3.21 Teacher Consent / Inclusion Specialist (13.2)
- 11.3.22 AVID Coordinator/AVID Elective Class Teacher (13.2)

11.4 Dismissal / Release/ Transfers/ Reassignments

CLASSIFIED

- 11.4.1 Speech Language Pathology Assistant (13.1)
- 11.4.2 Instructional Aides SDC- SH (13.1)
- 11.4.3 Instructional Aide / Interventionist (13.1)

CERTIFICATED

- 11.4.4 Teachers (13.2)

11.5 Request for Medical Leave/Paid

CLASSIFIED

- 11.5.1 #VA2891549 (13.1)

CERTIFICATED

- 11.5.2 #HN6819050 (13.2)

11.6 Request for Family Medical Leave/Unpaid

CLASSIFIED

- 11.6.1 #JR3820147 (13.1)

11.7 Request for Personal Leave /Unpaid

CLASSIFIED

- 11.7.1 #TM6707607 (13.1)

11.8 Request for Maternity Leave/Paid

CERTIFICATED

- 11.8.1 #JG2256250 (13.2)

11.9 Superintendents' Evaluation

12. **OPEN SESSION**

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

13. **PERSONNEL**

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

13.1 **Classified Personnel Report No. 09-15-15-03** (Supplement).

Motion: _____ Second: _____ Vote: Yes _____ No _____ Abstain _____ Absent _____

13.2 **Certificated Personnel Report No. 09-15-15-03** (Supplement).

Motion: _____ Second: _____ Vote: Yes _____ No _____ Abstain _____ Absent _____

13.3 **Resolution No. 15-16-08 Regarding Layoff of Classified Personnel**

The Superintendent recommends approval of Resolution No. 15-16-08:
Resolution Regarding Layoff Classified Personnel.

Motion: _____ Second: _____ Vote: Yes _____ No _____ Abstain _____ Absent _____

.14. **ADJOURNMENT**

Unless otherwise posted, the next regularly scheduled meeting will be held

October 20, 2015, 6:00 p.m.

District Office Board Room, 11200 Telechron Ave., Whittier, CA 90605