

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

of the Board of Trustees
Regular Board Meeting
August 12, 2014

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CALL TO ORDER

The meeting was called to order by Trustee Macias at 6:04 p.m.

Governing Board of Trustees present: Sylvia Macias, Jan Baird, Sharon Stys, Francisco "Javi" Santana.

Member Absent: Deborah Pacheco.

Others present: Gail Baxter, Superintendent
Cecilia Laidemitt, Associate Superintendent of Administrative
Services and Personnel Management
Martha Mestanza Rojas, Associate Superintendent of
Educational Services
Michael Krause, Associate Superintendent of Business Services

FLAG SALUTE

The flag salute was led by Instrumental Music Teacher, Trevor Shiffermiller.

PUBLIC COMMENTS

Mr. Shiffermiller addressed the Board of Trustees and administrators about his concern for the repair of musical instruments.

COMMENTS BY TRUSTEES

Trustee Baird attended the CSEA recognition ceremony where Marisa Hernandez was honored as the California CSEA Employee of the Year. Mrs. Baird added it had been a beautiful ceremony and was pleased she was able to attend.

Trustee Macias congratulated Mrs. Baxter for the well planned district wide Back to School orientation saying it had been a great kick-off. Mrs. Macias congratulated Mr. Honeycutt, the District's Teacher of the Year, adding that she had enjoyed his inspiring speech.

REPORTS

Gail Baxter also attended the CSEA Employee of the Year ceremony in Sacramento adding that it had been a wonderful event celebrating the district's employee, Marissa Hernandez. The District also received a plaque from CSEA honoring it due to Ms. Hernandez's recognition.

REPORTS

In the coming month, both the SWTA Teacher of the year and a Classified Employee will be recognized. Photos of recognized classified employees will also be displayed in the Board Room. Principals were thanked for readying all schools and were introduced at the Board meeting: Andrea Larios, Monte Vista School; Dr. Marti Ayala, Los Altos School, Tiffany Baides, McKibben School, Lisa Palomino, Lake Marie School, Dr. Trina Salcedo Gonzalez, Carmela School, Kaylene Merrill, Loma Vista School, Jaime Martinez representing Graves Middle School.

Superintendent Baxter is arranging a “Board and Superintendent New Beginnings” workshop. Training is a high priority at all levels. The training will be conducted by CSBA.

CONSENT

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

Approval of Minutes

Approved the minutes of the regular meeting held July 22, 2014.

Purchase Order List No. 03

Approved purchase order list no. 03 for purchases submitted prior to August 12, 2014.

Contract List No. 02

Approved contract list no. 02 for services provided prior to August 12, 2014. Contracts include:

13-14-072: contractor – Jeanette Garcia and Associates, service – reconcile bank account, duration – 08/12/2014 through 08/30/2014, amount – amendment \$7,500.00;

14-15-031: contractor – Paper Recycle, service – paper shredding, duration – 08/13/2014 through 06/30/2015, amount - \$440.00;

14-15-032: contractor – Rosemarie Gonzalez, service – consultant, duration – 08/11/2014 through 06/30/2015, amount - \$10,000.00;

14-15-033: contractor – Pitney Bowes, service – mailing machine, duration – 08/13/2014 through 08/13/2017, amount - \$2,520.00;

14-15-034: contractor – CBS Systems, service – duplo maintenance, duration – 07/01/2014 through 06/30/2015, amount - \$950.00

CURRICULUM

Presentation – Summer School Activities Video - Teachers, Patricia Vega Jeter and Olegario Acosta, on behalf of Francisco Meza, Director of Special Programs, English Learners and Parent Involvement, presented a video showcasing the “Summer Institute Edu Fest 2014” summer session activities. The focus of these

CURRICULUM

activities, music, dance and drama, was for English learners. All schools were invited to enroll in this summer session. As reported, Mr. Meza had a vision that students receive enriching project based learning. Edu Fest 2014 was highly successful. Four hundred students from all schools participated and there were no disciplinary issues with any students. Mrs. Baxter added that all students received two meals per day. Edu Fest 2014 was highly successful. Parents were very pleased with this program and students were excited to attend every day.

Memorandum of Understanding – THINK Together and the South Whittier School District

On a motion by Trustee Stys seconded by Trustee Baird and unanimously carried the Memorandum of Understanding – THINK Together and the South Whittier School District was approved. This action allows for one THINK Together Program Leader per site to work one additional hour, one day per week to support academic intervention and enrichment programs.

Consolidated Application for Funding 2014-2015 Spring Data Collection

On a motion by Trustee Baird seconded by Trustee Stys and unanimously carried the Consolidated Application for Funding 2014-2015 Spring Data Collection was approved. This application will be submitted to the California Department of Education to receive funds for categorical programs, which are: Title I Part A (basic grant), Title II Part A (teacher quality) and Title III Part A (LEP).

Instructional Minutes: Carmela School, Lake Marie School, Loma Vista School, Los Altos School, Monte Vista School, McKibben School, Graves Middle School

On a motion by Trustee Santana seconded by Trustee Baird and unanimously carried the Instructional Minutes for Carmela School, Lake Marie School, Loma Vista School, Los Altos School, Monte Vista School, McKibben School, Graves Middle School were approved.

BUSINESS

Resolution No. 14-15-04: Annual Delegation of Administrative Authority to Process Routine Budget Revisions, Adjustments and Transfers

On a motion by Trustee Stys seconded by Trustee Baird and unanimously carried Resolution no. 14-15-04: Annual Delegation of Administrative Authority to Process Routine Budget Revisions, Adjustments and Transfers was approved.

BUSINESS

2014-2015 Budget Revisions Executive Summary

On a motion by Trustee Baird seconded by Trustee Santana and unanimously carried the 2014-2015 Budget Revisions Executive Summary was approved.

Disposal of Surplus and/or Obsolete Equipment

On a motion by Trustee Stys seconded by Trustee Baird and unanimously carried disposal of surplus and/or obsolete equipment was approved. District owned equipment has become obsolete, unusable and no longer needed at Carmela School. Items will be discarded as listed on the agenda supplement pursuant to Education Code 17545 through 17549.

GENERAL

Board Policy 5127 – Promotion Ceremonies and Activities

On a motion by Trustee Baird seconded by Trustee Santana and unanimously carried Board Policy 5127 – Promotion Ceremonies and Activities was adopted.

PUBLIC COMMENTS ON
CLOSED SESSION ITEMS

There were no public comments on closed session items.

CLOSED SESSION

The Board of Trustee commenced closed session at 6:35 p.m.

OPEN SESSION

Open session continued at 7:20 p.m. No action was taken in closed session.

PERSONNEL
CLASSIFIED

On a motion by Trustee Santana seconded by Trustee Baird and unanimously carried Classified Personnel Report No. 08-12-14-02 was approved.

2014-2015 Extra Pay Assignment – Ratification

Approved: Gloria Gonzales, Office/Health Clerk prepared for summer school, effective May 29, 2014 and May 30, 2014, Lake Marie School.

2014-2015 Extra Pay Assignment – Ratification

Approved: Jocelyn Ramirez, Office/Health Clerk to provide additional support in the Student Services Department while the department Administrative Secretary is on medical leave, effective July 31, 2014 through December 30, 2014.

2014-2015 Extra Pay Assignment

Approved: Jeni Wilson-Trujillo, Library Clerk, (one alternate, plus benefits), to conduct maintenance in the computer lab and the teaching stations, effective August 13, 2014 through June 3, 2015, Lake Marie School.

2014-2015 Extra Pay Assignment

Approved: Angelica Alvarado, Irma Patricia Garcia, Maricela Garcia (three alternates, plus benefits), to provide child care during parent education meetings and school events. This action meets Goals 1, 2, 3: 6.0, effective August 13, 2014 through June 30, 2015, Lake Marie School.

2014-2015 Extra Pay Assignment

Approved: Asuncion Gomez to provide Spanish written translations, not to exceed 35 hours, effective August 20, 2014 through June 2015, Howard J. McKibben School.

2014-2015 Extra Pay Assignment

Approved: Asuncion Gomez to provide Spanish written translations and/or serve as an oral interpreter, effective August 2014 through June 2015, Howard J. McKibben School.

2014-2015 Extra Pay Assignment – Ratification

Approved: Gloria Gonzales, to provide secretarial support for the beginning of the 2014-2015 school year, effective August 4, 2014 through August 8, 2014, Lake Marie School.

2014-2015 Extra Pay Assignment

Approved: Monique Padilla, Marissa Hernandez, (two alternates, plus benefits) to provide After School Intervention (Intervention/enrichment classes to be held after school to increase student achievement). This meets Goals 1 and 2: 4.0 and 9.0, effective September 15, 2014 through May 15, 2015, Los Altos School.

2014-2015 Extra Pay Assignment

Approved: Asuncion Gomez, Connie Guerra, Olivia Morquecho, Leticia Salas (one alternate), to translate at Parent/Teacher Conferences, not to exceed 12 hours, effective December 2014 through March 2015, Howard J. McKibben School.

2014-2015 Leave of Absence/Paid

Approved: Employee # YG 112 1976, Custodian, effective August 1, 2014 through August 13, 2014, Howard J. McKibben School.

2014-2015 Maternity Leave of Absence/Paid

Approved: Employee # DS 957 9475, Instructional Aide, effective August 1, 2014 through September 26, 2014, Carmela School.

PERSONNEL
CERTIFICATED

On a motion by Trustee Baird seconded by Trustee Stys and unanimously carried Certificated Personnel Report No. 08-12-14-02 was approved.

2014-2015 New Hires – Substitute Teachers

Approved: Lorraine Mendiaz, Multiple Subject Credential
Claudia Pulido-Grantham, Multiple Subject Credential
Matthew Morrison, Multiple Subject Credential
Shelly Bautista, Multiple Subject Credential

District wide Substitute Teachers, part time on an as needed basis only, pending clearance from the Department of Justice (fingerprinting) and submission of required forms – effective August 13, 2014 through June 4, 2015.

2013-2014 and 2014-2015 Extra Pay Assignment – CELDT Testing - Ratification

Approved: Elisabel Santos Scott, Esther Vargas Hollar,
Susanna Francia, Catherine Rohlfing, Jennifer Woodward,
Valerie Favrow, Carlos Rivera, Lani Namahoe, Cheryl Jensen, (five alternates)

CELDT testing preparation – district wide, effective July 28, 2014 through August 8, 2014

2014-2015 Extra Pay Assignment – CELDT Administration – Ratification

Approved: Elisabel Santos Scott, (one alternate)
Coach allowed to train principals on CELDT administration, effective July 30, 2014

2014-2015 Extra Pay Assignment – Leadership Team – Carmela School

Approved: Carlos Rivera, Sylvia Villaseñor, Valerie Favrow,
Yvette Arbisio Wroe, Silvia Bobluk, Gina Shepherd,
Belinda Stevens-Bernal, Christine Thornton

Listed Teachers will participate as part of the Leadership Team at Carmela School, effective August 2014 through June 2015

2014-2015 Extra Pay Assignment – Leadership Team – Monte Vista School

Approved: Danyelle Spirlin, Catherine Rohlfing, Olegario Acosta,
Susanna Seeget, Jennifer Yanagi

Listed Teachers will participate as part of the Leadership Team at Monte Vista School, effective August 2014 through June 2015

PERSONNEL
CERTIFICATED

2014-2015 Extra Pay Assignment – Relocate to another classroom

Approved: Yolanda Holguin

Approval given to listed Teacher to relocate to another classroom, Loma Vista School, effective August 2014

2014-2015 Extra Pay Assignment – Meet with Leadership Team – Lake Marie School

Approved: Denise Andrews, Kimberly Pauls (one alternate)

Allow named Teachers to meet with the Leadership Team to provide input for planning the instructional program to improve student achievement, effective August 1, 2014 through May 31, 2015

2014-2015 Extra Pay Assignment – Meet with OLWEUS Anti-Bullying Team

Approved: Lucy Frias, Roxanne Grago

Listed Teachers will meet with the OLWEUS Anti-Bullying Team to plan and implement the program at Lake Marie School, effective August 2014 through May 2015.

2014-2015 Extra Pay Assignment – PTA Reflections, Community Art Contest

Approved: Greta Benavides

Listed Teacher will provide support for PTA Reflections, Community Art Contest and all site related art activities, effective August 2014 through April 2015

2014-2015 Extra Pay Assignment – After School Intervention/Enrichment Classes

Approved: Carmen Cervantes, Jessica Beld-Jones (two alternates)

Listed teachers will conduct After School Intervention/Enrichment classes after school to increase student achievement, effective September 15, 2014 through May 15, 2015

2014-2015 Request for Maternity Leave of Absence Extension – Paid

Approved: Employee # VU 886 09 15

Extension to maternity leave of absence, paid, effective July 6, 2014 through August 10, 2014

2014-2015 Request for Maternity Leave of Absence Extension – Paid

Approved: Employee # QU 416 67 96

Extension to maternity leave of absence, paid, effective July 28, 2014 through September 15, 2014

PERSONNEL
CERTIFICATED

2014-2015 Retirement
Approved: Michiko Tanimoto
Teacher, Los Altos School, effective at the end of the day on
October 31, 2014.

ADJOURNMENT

Meeting adjourned at 7:25 p.m.