

# 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 28, 2012

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## CALL TO ORDER

The meeting was called to order by Trustee Stys at 6:02 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 Trustee Sylvia Macias.

## PUBLIC COMMENTS

SWTA President, Audrey Radley, invited Administrators, Board members and Principals to take part in informing the public about proposition 30 and proposition 32. The phone banking will take place at the CTA offices on September 20 and 27, 2012; October 11 and 18, 2012.

## COMMENTS BY TRUSTEES

Trustees welcomed everyone to the new school year and all are looking forward to an exciting school year. Trustees were pleased to receive the Back-to-School Night schedule. Trustees were also delighted to receive the Graves Middle School weekly newsletter, The Panther Newsletter.

## REPORTS

Dr. Kwek reported the three staff development days held prior to the beginning of school on August 29, 2012 had gone well. Three schools received training in DII, Lake Marie, Monte Vista and McKibben. These schools will continue to partake in DII instruction. Some schools also received training in 'Thinking Maps.'

The 2012-2013 school year starts tomorrow and everyone has worked very hard to prepare for it. Schools all look very nice and ready for the children.

Dr. Kwek publicized that Ray Coco, the Working Director of Maintenance, Operations and Transportation had secured funds from the State Allocation Board for the Lake Marie School canopy project. Mr. Coco testified in Sacramento and in so doing was able to secure \$130,00.00 for this project. Mr. Coco is also working on the Southern California Power Efficiency Program. This program will provide energy management solutions to cut costs. The Edison company was at all sites reviewing electricity usage.

Test scores have not been publicized as of this date. Gail Baxter is in the process of gathering test data and will report it in September.

CONSENT

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

Approval of Minutes

Approved the minutes of the regular meeting held August 14, 2012.

Approval of Purchase Order List No. 03

Approved purchase order list no. 03 for purchases submitted prior to August 28, 2012.

Approval of Contract List No. 03

Approved contract list no. 03 for services provided prior to August 28, 2012. Contracts include:

12-13-005: contractor – Amanda Whittaker-Davis, service- school psychologist, duration – 08/29/2012 to 06/30/2013, amount – not to exceed \$30,400.00;

12-13-006: contractor – Frontline Placement Technologies, service – sub-finder system, duration – 07/01/2012 to 06/30/2013, amount – not to exceed \$4,189.50;

12-13-007: contractor – Howard Taras, MD, service- consultant for occupational and physical therapy, duration – 08/29/2012 to 06/30/2012, amount – not to exceed \$2,400.00;

12-13-008: contractor – Los Angeles County Office of Education, service- financial system services to the district, duration – 07/01/2012 to 06/30/2013, amount – not to exceed \$16,600.00

Travel and Conference Report No. 02

Approved Travel and Conference Report no. 02.

BUSINESS

Acceptance of Donation: Edison International, Edison Gifts

On a motion by Trustee Avila seconded by Trustee Baird and unanimously carried a donation from Carmela School parent, Mr. Rolando Lopez and Edison International Employee Contribution Campaign was accepted. Letters of appreciation will be forwarded to Mr. Lopez and to Edison International.

GENERAL

Proposed Board Policy 7110 – Facilities Master Plan – Second Reading and Possible Adoption

On a motion by Trustee Macias seconded by Trustee Hernandez and unanimously carried, Board Policy 7110, Facilities Master Plan was adopted.

Proposed Board Policy 7214 – General Obligation Bonds – Second Reading and Possible Adoption

On a motion by Trustee Avila seconded Hernandez and unanimously carried, Board Policy 7214, General Obligation Bonds was adopted.

PUBLIC COMMENTS ON  
CLOSED SESSION ITEMS

There were no comments on closed session items.

CLOSED SESSION

The Board of Trustees commenced closed session at 6:13 p.m.

OPEN SESSION

The Board of Trustees resumed open session at 6:48 p.m.  
No action was taken in closed session.

PERSONNEL  
CLASSIFIED

On a motion by Trustee Hernandez seconded by Trustee Macias and unanimously carried Classified Personnel Report No. 08-28-12-03 was approved.

2012-2013 Site Transfer and Increase in Work Hours – Effective 08/27/2012

Evangelina Gutierrez, from 3.5 hour Custodian, District Office to 8 hour Custodian, Graves Middle School

2012-2013 Site Transfer/Split Assignment – Effective 08/27/2012

Gregorio Martinez, from Carmela School to 4.5 hours at Carmela School and 3.5 hours, District Office

Extra Pay Assignments

From 08/16/2012 to 09/07/2012, the participant listed below will provide additional translating and office support at the Student Services Center for the opening of schools. Participant will receive her regular rate of pay plus benefits.

Participant: Maria de la Torre, Bilingual Translator

From 09/15/2012 to 06/2013, the participant listed below will interpret for all parent meetings during the school year at Loma Vista School (not to exceed 20 hours). Participant will receive her regular rate of pay plus benefits.

Participant: Carmen Gonzalez, Office/Health Clerk

From 09/15/2012 to 06/2013, the participant listed below will conduct maintenance on the computer lab and the teaching stations at Loma Vista School, one hour per week. Participant will receive her regular rate of pay plus benefits.

Participant: Carmen Gonzalez, Office/Health Clerk

PERSONNEL  
CERTIFICATED

On a motion by Trustee Avila seconded by Trustee Baird and unanimously carried Certificated Personnel Report No. 08-28-12-03 was approved.

2012-2013 New Hires

Band/Music Teacher – Effective Date To Be Determined  
Temporary Contract – Name to be announced

Grades 7<sup>th</sup> - 8<sup>th</sup> SDC/SH Teacher – Graves Middle School –  
Effective 8/24/2012 or Pending Employee Processing of Required  
Documents

Danielle Rodriguez, Temporary Contract

2012-2013 Extra Pay Assignment – Pre Planning for Transitional  
Kindergarten Program – ELD – TOSAs – Effective 08/15/2012 to  
08/23/2012 – Ratification

Kathleen Kivi, Kaylene Merrill, Tiffany Baides

2012-2013 Extra Pay Assignment – Supplemental Instructional  
Program – Instruct Student Leadership Class for a Select Group of  
Students in Grades 4<sup>th</sup> to 6<sup>th</sup> – Loma Vista School – Effective  
09/25/2012 to 04/26/2013

Participant: Terri Gutierrez, one alternate

2012-2013 Extra Pay Assignment – Teacher Assistance – Study  
Island Web-Based Program – Loma Vista School – Effective  
09/25/2012 to 06/13/2013

Participant: James Brannan, one alternate

2012-2013 Reappointment from 2011-2012 Non-Reemployed  
Permanent Teachers Per Education Code 44956 – Effective  
08/24/2012 to 06/13/2013

Janette La Course, Loma Vista School, 5<sup>th</sup> Grade  
James Hamilton, Carmela School, 4<sup>th</sup>-5<sup>th</sup> Grade

2012-2013 Rehire from 2011-2012 Non-Reemployed Permanent  
Teachers Per Education Code 44909 – Effective 08/24/2012 to  
06/13/2013

Greta Benavides, Carmela School, Temporary Contract

2012-2013 Rehire from 2011-2012 Temporary Teachers Non  
Reemployed –Effective 08/24/2012 to 06/13/2013

Kelly Hernandez, Graves Middle School, 7<sup>th</sup>- 8<sup>th</sup> Grade English/  
Language Arts, Temporary Contract

Carmen Sears, Graves Middle School, School Community  
Counselor, Probationary II Contract

2012-2013 Involuntary Reassignment – District Wide – Teachers –  
Effective 08/24/2012 to 06/13/2013

Mark Fuentes, Loma Vista School, from 5<sup>th</sup> Grade to Loma Vista  
School, 3<sup>rd</sup> Grade

CERTIFICATED  
PERSONNEL

2012-2013 Voluntary Reassignment – District Wide, Effective  
08/24/2012 to 06/13/2013

Yolanda Peraza, Loma Vista School, from 3<sup>rd</sup> Grade Teacher to  
Loma Vista School, 1<sup>st</sup> Grade

2012-2013 Voluntary Transfer

Carlos Rivera, Graves Middle School, from 7<sup>th</sup>- 8<sup>th</sup> Grade SDC/SH  
Teacher to Carmela School K – 2<sup>nd</sup> Grade SDC/SH Teacher

2012-2013 New Hires – Substitute Teachers from Non-Reelected  
2011-2012 School Year Teachers As Per Education Code Sections  
44956 and 44957 – To Be Used On An As Needed Basis Only  
Effective 08/24/2012

Marjorie Coddling, Sophia Fontes, Yolanda Holguin,  
Barbara Llamas, Lisa Palomino, Kimberly Pauls, Denise Zazueta

Certification of Evaluators for the 2012-2013 School Year

The following administrators have met the approved criteria  
developed by the Superintendent in accordance with Education  
Code 35160.5 (a)(1):

Jose Alarcon, Gail Baxter, Dr. Matthew Fraijo, Michael Long,  
Martha Mestanza-Rojas, Francisco Meza, Rosa Pope,  
Elizabeth Martinez Wilson, Jaime Martinez, Marsha Escalante

Administrative Assignments for the 2012-2013 School Year

The following administrative assignments were approved:

Dr. Erich Kwek, Superintendent of Schools

Cecilia Laidemitt, Associate Superintendent of Administrative  
Services and Personnel Management

Gail Baxter, Associate Superintendent of Educational Services

Rick Holash, Associate Superintendent of Business Services

Marsha Escalante, Director of Special Education/Student Services

Dr. Matthew Fraijo, Principal, Graves Middle School

Elizabeth Martinez Wilson, Principal, Carmela School

Michael Long, Principal, Lake Marie School

Rosa Pope, Principal, Loma Vista School

Martha Mestanza-Rojas, Principal, Los Altos School

Francisco Meza, Principal, Monte Vista School

Jose Alarcon, Principal, McKibben School

Jaime Martinez, Assistant Principal, Graves Middle School

Food Services Manager Pay Range

On a motion by Trustee Hernandez seconded by Trustee Macias  
and unanimously carried the Food Services Manager Pay Range  
adjustment was approved.

CERTIFICATED  
PERSONNEL

2012-2013 Daily Time Schedule

On a motion by Trustee Hernandez seconded by Trustee Baird and unanimously carried the 2012-2013 Daily Time Schedule was approved.

ADJOURNMENT

Adjournment

Meeting adjourned at 6:50 p.m.