

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 24, 2013

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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, Sylvia Macias, Layla Avila, Jorge Hernandez.

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

FLAG SALUTE

The flag salute was led by Francisco Santana.

SCHOOL PRESENTATION

“Using Technology to Support the Common Core State Standards at Graves Middle School.”

Graves Middle School teacher, Amanda Riisager and students, Daniella Brooks and Erika Jordan made an informative presentation on the use of technology at Graves Middle School and how it will be implemented in the Common Core State Standards. Both students were enthusiastic in reporting what they and other students have learned in the use of technology.

The technology class is held during zero period, from 7:20 a.m. to 8:03 a.m. in room 104. The time and location was given as Board members expressed a desire to attend a class.

Ms. Riisager emphasizes to the students that technology is a driving force that they will use in their education and in their professional careers. The presenting students reported on “Prezi”, a presentation software and about Power Point, also a presentation program. Each explained their preference and also reported on other applications they are learning such as Micro Soft Word, Excel, using the Internet for research purposes and learning how to send e-mails.

Students have been issued e-mail addresses and are able to communicate with teachers and students. Security is essential and inappropriate Internet places are blocked. There are 40 computers in the classroom and they are situated in a position where Ms. Riisager can see all computers all the time. She added that students are very excited about learning computer skills and are very respectful of the equipment.

PUBLIC COMMENTS

There were no public comments.

COMMENTS BY TRUSTEES

Trustee Macias reported she had the opportunity to attend Monte Vista School's PTA membership luncheon. It was well attended and it is a positive way to increase membership in the PTA. Mrs. Macias also commented on the weekly GMS Panther Bulletin that is forwarded to Trustees. Mrs. Macias was interested in the report of at-risk students with low grade point averages and was glad to see how a team effort approach is incorporated into the curriculum resulting in students making progress. Trustee Macias thanked the entire GMS staff for the tremendous work being done to address the at-risk student issues.

REPORTS

Gail Baxter, Associate Superintendent of Educational Services, reported that Dr. Kwek is doing well, his progress is ahead of schedule and planned to work a few hours the following week.

Mrs. Baxter provided an update on Assembly Bill 484 that if enacted, will eliminate all STAR testing at all grade levels for this current year. It is a contentious bill and has not been made a law as yet.

A team of administrators attended a Local Control Funding Formula workshop. Districts will receive funds but the logistics and rules are not clearly defined. Accountability is unknown. All districts are waiting for more information about the LCFF.

Mrs. Baxter commended the Graves Middle School staff that is providing technology skills for students as presented this evening. Students are being given technology training that enhances their skills. These skills will be utilized in high school and beyond into students' professional careers. The Common Core Standards bring a new way of teaching and a new way of learning for students. Our students are being prepared for this transition.

CONSENT

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

Approval of Minutes

Approved the minutes of the regular meeting held September 10, 2013.

Purchase Order List No. 05

Approved purchase order list no. 05 for purchases submitted prior to September 24, 2013 with a correction made on purchase order number 9446, increasing the amount to \$35.00.

CONSENT

Contract List No. 05

Approved contract list no. 05 for services provided prior to September 10, 2013. Contracts include:

13-14-039: contractor – Featherstone, Inc., service – provide on-site computer service and maintenance, duration – 09/25/2013 to 06/30/2014, amount – not to exceed \$15,200.00;

13-14-040: contractor – Debra Rosen, service – provide fiscal support during a period of transition, duration – 09/24/2013 to 01/31/2014, amount – not to exceed \$7,000.00;

13-14-014 Amendment: contractor – Speech and Language Development Center, service – provide services to district students, duration – 07/01/2013 to 06/30/2014, amount – additional amount \$4,626.00

Travel and Conference Report No. 05

Approved travel and conference report no. 05.

CURRICULUM

Preparing Parents for the Transition to Common Core Standards and Standard Based Report Cards

Gail Baxter, Associate Superintendent of Educational Services, presented an extensive report on preparing and informing parents about the transition to the Common Core Standards and the use of the Standards Based Report Cards. With the shift to the Common Core Standards it became necessary to use a more specific form of reporting progress to parents. District level parent committees have been receiving information about the transition to the Standards Based Report Cards for the past two years. The Standards Based Report Cards informs parents, in more specific terms, the educational progress their children are making. This type of report card has been piloted at McKibben School for the past two years. McKibben School was on a Trimester Calendar during this time period. Trimester Calendar allows more time before the first reporting period to share specific information with parents and will be recommended for all sites. The District level parent committees, the DAC/DELAC, have recommended thorough parent training in understanding the Standards Based Report Cards and the Common Core State Standards. Parent training will be ongoing, will be provided at all sites and will begin in October, 2013.

CURRICULUM

Public Hearing: Notification of Compliance of Sufficient Textbooks and Instructional Materials – Resolution No. 13-14-04

A public hearing was held to provide an opportunity to comment on Resolution No. 13-14-04 – Notification of Compliance of Sufficient Textbooks and Instructional Materials. The hearing was open on a motion by Trustee Hernandez seconded by Trustee Avila and unanimously carried. There were no comments made on Resolution No. 13-14-04. The hearing was closed on a motion by Trustee Avila seconded by Trustee Baird and unanimously carried.

Notification of Compliance of Sufficient Textbooks and Instructional Materials – Resolution No. 13-14-04

Resolution No. 13-14-04 - Notification of Compliance of Sufficient Textbooks and Instructional was approved on a motion by Trustee Hernandez seconded by Trustee Baird and unanimously carried.

BUSINESS

Notice of Completion: 1st California Construction, Inc.; WCCR Construction Company and Jergensen Construction

On a motion by Trustee Hernandez seconded by Trustee Baird and unanimously carried the Notices of Completion for: 1st California Construction, Inc.; WCCR Construction Company and Jergensen Construction were approved.

1st California Construction, Inc. provided labor and materials for construction of Bid #2012-4A, canopy replacement at Lake Marie School.

WCCR Construction Company provided labor and materials for construction Bid #2012-1, exterior improvements at Loma Vista School.

Jergensen Construction provided labor and materials for construction of Bid #2012-2, HVAC installation/window replacement at McKibben School.

PUBLIC COMMENTS ON CLOSED SESSION ITEMS

There were no public comments on closed session items.

CLOSED SESSION

The Board of Trustees commenced closed session at 7:08 p.m.

OPEN SESSION

The Board of Trustees resumed open session at 7:40 p.m. No action was taken in closed session.

On a motion by Trustee Macias seconded by Trustee Baird and unanimously carried Classified Personnel Report No. 09-24-13-05 was approved.

2013-2014 New Hires – Effective 09/25/2013

Cecile Frazier, Fiscal Services Technician/Business Office, 8/hours per day, 12 months

Stephanie Gonzales, School Secretary, Monte Vista School, 8/hours per day, 11 months

2013-2014 Substitute List – District Wide – Effective 09/25/2013

Luis Muñoz, Sub Custodian

Angel Ledesma, Sub Custodian

Dennis Peña, Sub Custodian

2013-2014 Extra Pay Assignments – Ratification

From 08/09/2013 and 08/13/2013, the participants listed below worked setting up the special day classroom at Lake Marie School for a total of ten hours. Participant will receive her regular rate of pay plus benefits.

Rosa Montes, Instructional Aide/LH

On 09/12 and 09/13/2013 the participant listed below attended a Nonviolent Crisis Intervention Training in Pico Rivera for a total of 3 hours. Participant will receive his regular rate of pay plus benefits.
Leo Melchor, Inclusion Aide/SH

From 09/16/2013 to 05/23/2014, the participants listed below will provide Common Core Supplemental Academic Intervention at Monte Vista School. Participants will receive their regular rate of pay plus benefits.

Elizabeth Morris, Instructional Aide/SH – 150 hours

Elsy Cenicerros, Noon Duty Supervisor – 35 hours

Plus two alternates

From 09/16/2013 to 05/23/2014, the participants listed below will provide childcare during trainings and school events at Monte Vista School. Participants will receive their regular rate of pay plus benefits.

Tenita Cordova, Noon Duty Supervisor – 30 hours

Cintia Mejia, Noon Duty Supervisor – 30 hours

Plus two alternates

PERSONNEL
CLASSIFIED

From 09/16/2013 and 05/23/2014, the participants listed below will provide Spanish translating support at parent events and at IEPs held at Monte Vista School for a total of 30 hours each. Participants will receive their regular rate of pay plus benefits.
Flor Garcia, Instructional Aide/RSP
Elsy Cenicerros, Noon Duty Supervisor
Laura Tovar, Library Clerk
Cintia Mejia, Noon Duty Supervisor
Plus four alternates

2013-2014 Extra Pay Assignments – Ratification

From 09/17/2013 to 12/21/2013, the participant listed below will provide support to the Student Services Department.
Cindy Rodriguez, Student Services Center Clerk (Clerk Typist)

2013-2014 Temporary Assignment

From 09/12/2013 to 12/21/2013, the participant listed below will provide support to the Business Department. Participant will receive a temporary upgrade of pay plus benefits.
Dawn Camargo, Temporary Administrative Analyst

2013-2014 Medical Leave of Absence/Paid – Effective 09/17/2013 to 10/30/2013 - Ratification

Employee Number EID # XE 96 63 170 – Special Projects Secretary, DO

2013-2014 Resignation

Melissa Gonzalez, Administrative Analyst/Business Office
Effective 09/25/2013

PERSONNEL
CERTIFICATED

On a motion by Trustee Baird seconded by Trustee Avila and unanimously carried Certificated Personnel Report 09-24-13-05 was approved.

2013-2014 Revision to Reappoint Assignment – Teacher from 2011-2012 Non-Reemployed Teacher – Effective 08/12/2013 to 05/28/2014 – Ratification

Sophia Fontes – From Monte Vista School, 5th/6th grade to Los Altos Kindergarten/1st Grade Teacher

2013-2014 New Hires – Substitute Teachers – Part Time on an As Needed Basis Only – Pending Clearance from the Department of Justice (fingerprinting) – and Submission of Required Forms – Effective 09/25/2013 to 05/28/2014

Yvette Gomez, Lou Verna Pham, Lizette Leyva, Amalia Guinto, Lorenzo Angel, Jose Chavez, Charles Austin Lewis

PERSONNEL
CERTIFICATED

2013-2014 Extra Curricular Assignments – Stipends – Teachers – Graves Middle School – Effective 2013/2014 School Year – Ratification

Sports Coordinator, Quarter 1, 2, 3, 4: Todd Banner, Amanda Riisager, George Palomino, Lynne McIntosh, Jeff Kearney, Garrett Carrington

Sports Coordinator, Quarter 2, 3: Kevin LeDuff

Varsity Club, Quarter 1, 2, 3, 4: Lynnne McIntosh

Student Council, Quarter 1, 2, 3, 4: Odelisa Orellana

Drama Club, Quarter 1, 2, 3, 4: Amanda Riisager

Year Book Club, Quarter 1, 2, 3, 4: Odelissa Orellana

Sports Coordinator, Quarter 1, 2, 3, 4: 3 Alternates

Clubs, Quarter 1, 2, 3, 4: 2 Alternates

2013-2014 Extra Pay Assignment – Implementation of 7th Period Class at the Rate of Pay As Per Article 28.4 of the SWTA Contract – Teachers – Graves Middle School – Effective 08/14/2013 to 05/2014 – Ratification

Cheryl Jensen, William McCoy

2013-2014 Extra Pay Assignment – After School Supplemental Instructional Program to targeted Students – Rosetta Stone and New IXL Math Assistance Program – Teachers – Graves Middle School – Effective 08/2013 to 05/2014 – Ratification

Patricia Lopez, Keith MacInnes

2013-2014 Extra Pay Assignment – Data Team Facilitators – Teachers – Graves Middle School – Effective 08/2013 to 05/2014 – Ratification

Donald Hotz, Daniel Honeycutt, William McCoy, Amanda Riisager, two alternates

2013-2014 Extra Pay Assignment – Intervention Coordinator to Support Targeted Students – Teachers – Graves Middle School – Effective 08/2013 to 05/2014 – Ratification

Daniel Honeycutt

2013-2014 Extra Pay Assignment – Coaches Will Prepare for Thinking Maps Training – District Wide - Effective 09/2013 to 05/2014 – Ratification

Tiffany Baides, Kathleen Kivi, Tamara Keiser

2013-2014 Extra Pay Assignments – Teachers Will Provide Common Core Supplemental Academic Intervention – Effective 09/16/2013 to 05/23/2014 – Teachers – Monte Vista School – Ratification

Margaret Gardener, Allison Nakamura, Trevor Shiffermiller, Mary Szak, four alternates

PERSONNEL
CERTIFICATED

2013-2014 Special Substitute Requests – Teachers – District Wide To Allow Teachers to Assist with 6th Grade Articulation – English/Language Arts and Math Teachers, Graves Middle School, Effective 10/03/2013

One Substitute Needed

To Allow Teachers to Continue the Work of Course Planners for Implementation of Common Core Standards – Teachers – Graves Middle School – Effective 10/2013 to 05/2014

Four Substitutes Needed

To Allow Teachers to Continue Work of Course Planners for Implementation of Common Core Standards – Teachers – Graves Middle School – Effective 10/2013 to 05/2014

Seven Substitutes Needed

To Allow Teachers to Conduct Quarterly Reviews and Data Conferences in English, Language Arts, Math and Writing to Targeted EL Students – Teachers – Monte Vista School – Effective 09/16/2013 to 05/23/2014

Four Substitutes Needed

To Allow Teachers to Assist in 6th Grade Articulation Day at Graves Middle School – Teachers – Lake Marie School - Effective 10/03/2013

Two Substitutes Needed

To Allow Teachers to be Trained to Assist Targeted EL Students in Writing and Critical Thinking – Teachers – Graves Middle School – Effective 09/19/2013, 11/21/2013 and 02/28/2014, 05/16/2014 – Ratification

7 Substitutes Needed

To Allow Teachers to Attend SEIS Training – Special Education Teachers – District Wide – Effective 09/04/2013 – Ratification

Two Substitutes Needed

Business Services Analyst Job Description

On a motion by Trustee Macias seconded by Trustee Baird and unanimously carried the Business Services Analyst job description was approved.

Resolution No. 13-14-05: Resolution Regarding Layoff/Reduction in Hours of Classified Personnel

On a motion by Trustee Baird seconded by Trustee Macias and unanimously carried resolution no. 13-14-05: Resolution Regarding Layoff/Reduction in Hours of Classified Personnel was approved.

ADJOURNMENT

Meeting adjourned at 7:45 p.m.