

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

**BOARD OF TRUSTEES REGULAR BOARD MEETING  
District Office – Board Room**

**June 14, 2016  
6:00PM  
AGENDA**

**1. PRELIMINARY**

1.1. Call to Order. Roll call:

**BOARD OF TRUSTEES:**

Sylvia V. Macias, President  
Francisco "Javi" Santana, Vice President  
Jan Baird, Clerk  
Deborah Pacheco, Member  
Elias Alvarado, Member

**ADMINISTRATORS:**

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

1.2. Flag salute.

**2. APPROVAL OF AGENDA**

The Superintendent recommends the approval of the June 14, 2016 Board Agenda as presented.

Motion: \_\_\_\_ Seconded: \_\_\_\_ VOTE: YES \_\_\_\_ NO \_\_\_\_ Abstain\_\_\_\_ Absent \_\_\_\_

**3. 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.

**4. COMMENTS BY TRUSTEES**

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

**5. REPORTS**

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

**6. CONSENT**

6.1. Approval of Minutes May 17, 2016, (Supplement)

The Superintendent recommends approval of the Regular Board Meeting minutes on May 17, 2016.

Motion: \_\_\_\_ Seconded: \_\_\_\_ VOTE: YES \_\_\_\_ NO \_\_\_\_ Abstain\_\_\_\_ Absent \_\_\_\_

**6.2. Purchase Order List No. # 12 (Supplement)**

The Superintendent recommends approval of Purchase Order List No. # 12

Motion: \_\_\_\_ Seconded: \_\_\_\_ VOTE: YES \_\_\_\_ NO \_\_\_\_ Abstain \_\_\_\_ Absent \_\_\_\_

**6.3. Contract/Memorandum of Understanding (MoU) List No. # 3 FY 16-17 (Supplement)**

The Superintendent recommends approval of Contract/MoU List No. 03 FY 16-17

Motion: \_\_\_\_ Seconded: \_\_\_\_ VOTE: YES \_\_\_\_ NO \_\_\_\_ Abstain \_\_\_\_ Absent \_\_\_\_

**6.4. Williams Third Quarter Report on Uniform Complaints 2015-2016 (Supplement)**

As required by Education Code § 1240(c)(2)(H) pursuant to the Williams Settlement, the Third Quarter 2015-2016 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 1 to March 31, 2016. No Complaints were filed with any school in the district during the quarter indicated.

The Superintendent recommends approval of the Williams Third Quarter Report on Uniform Complaints 2015-2016.

Motion: \_\_\_\_ Seconded: \_\_\_\_ VOTE: YES \_\_\_\_ NO \_\_\_\_ Abstain \_\_\_\_ Absent \_\_\_\_

**7. GENERAL**

**7.1. Resolution No. # 16-17-06 Authorization to provide Board Member Salary (Supplement)**

The Superintendent recommends approval of Resolution No. # 16-17-06 for hardship absence of Trustee Deborah Pacheco.

Motion: \_\_\_\_ Seconded: \_\_\_\_ VOTE: YES \_\_\_\_ NO \_\_\_\_ Abstain \_\_\_\_ Absent \_\_\_\_

**8. EDUCATIONAL SERVICES**

**8.1 PRESENTATION:** Martha Mestanza-Rojas, Associate Superintendent of Educational Services will be presenting to the Board of Trustees the LCAP Executive Summary. (Supplement)

**8.2. PUBLIC HEARING: Local Control Accountability Plan (LCAP) (Supplement 8.1)**

A Public hearing is in order to provide an opportunity to comment on the Local Control Accountability Plan. A copy of the District Local Control Accountability Plan (LCAP) can be found on the South Whittier School District website at : [www.swhittier.k12.ca.us](http://www.swhittier.k12.ca.us) or on agenda online at: [agendaonline.net](http://agendaonline.net)

**8.2.1. a) Motion to Open Hearing**

Motion: \_\_\_\_ Seconded: \_\_\_\_ VOTE: YES \_\_\_\_ NO \_\_\_\_ Abstain \_\_\_\_ Absent \_\_\_\_

**8.2.2. b) Motion to Close the Hearing**

Motion: \_\_\_\_ Seconded: \_\_\_\_ VOTE: YES \_\_\_\_ NO \_\_\_\_ Abstain \_\_\_\_ Absent \_\_\_\_

**9. BUSINESS SERVICES**

**9.1. PRESENTATION: Budget Overview 2016-2017 (Supplement)**

The Education Code requires school districts to adopt a budget and submitted to the County Office no later than July 1<sup>st</sup> of each fiscal year. The Adopted Budget reflects the estimated actual expenditures through June 30, 2016 along with the adopted budget for 2016-17.

This proposed budget was developed using the state-adopted Criteria and Standards. It includes the expenditures necessary to implement the Local Control and Accountability Plan (LCAP) and annual update to the LCAP that will be effective for the budget year. Upon the Board's approval, the budget will be filed and adopted subsequent to a public hearing by the governing board of the school district pursuant to Education Code sections 33129, 42127, 52060, 52061, and 52062.

**9.2. PUBLIC HEARING: South Whittier School District Proposed Budget Overview 2016-2017 (Supplement 9.1)**

A public hearing is in order to provide an opportunity to comment on the South Whittier School District 2016-2017 Proposed Budget.

**9.2.1. a) Motion to Open the Hearing**

Motion: \_\_\_\_ Seconded: \_\_\_\_ VOTE: YES \_\_\_\_ NO \_\_\_\_ Abstain \_\_\_\_ Absent \_\_\_\_

**9.2.2. b) Motion to Close the Hearing**

Motion: \_\_\_\_ Seconded: \_\_\_\_ VOTE: YES \_\_\_\_ NO \_\_\_\_ Abstain \_\_\_\_ Absent \_\_\_\_

**9.3. PUBLIC HEARING: Educational Protection Account 2016-2017 (EPA) (Supplement)**

A public hearing is in order to provide an opportunity to comment on Resolution No. 16-17-01 – Education Protection Account (EPA).

**9.3.1. a) Motion to Open the Hearing**

Motion: \_\_\_\_ Seconded: \_\_\_\_ VOTE: YES \_\_\_\_ NO \_\_\_\_ Abstain \_\_\_\_ Absent \_\_\_\_

**9.3.2. b) Motion to Close the Hearing**

Motion: \_\_\_\_ Seconded: \_\_\_\_ VOTE: YES \_\_\_\_ NO \_\_\_\_ Abstain \_\_\_\_ Absent \_\_\_\_

**9.4. Approval of Resolution No. # 16-17-01 Educational Protection Account (EPA) (Supplement 9.3)**

Resolution No. 16-17-01 - Education Protection Account (EPA). This Resolution seeks approval of the use of Education Protection Account (EPA).

The Superintendent recommends approval of the Educational Protection Account (EPA)  
Resolution No. #16-17-01

Motion: \_\_\_\_ Seconded: \_\_\_\_ VOTE: YES \_\_\_\_ NO \_\_\_\_ Abstain \_\_\_\_ Absent \_\_\_\_

**9.5. Resolution No. # 16-17-02 Piggyback Bid for classroom and office supplies (Supplement)**

The purpose of ordering against competitive bid prepared by other school districts (commonly referred to as piggyback) is to determine the most cost effective basis for the District to procure its own school and office supplies without it's own lengthy bid process while utilizing a district with more purchasing power.

The District wishes to utilize a piggy back bid from Corona-Norco Unified School District (ID #15/16-006) with Southwest School & Office Supply to provide school & office supplies products to all the school sites.

The Superintendent recommends that the Board of Trustees authorize staff to order against competitive piggyback bid for school and office supplies by adopting Resolution No. # 16-17-02.

Motion: \_\_\_\_ Seconded: \_\_\_\_ VOTE: YES \_\_\_\_ NO \_\_\_\_ Abstain \_\_\_\_ Absent \_\_\_\_

**9.6. Resolution No. # 16-17-03 Inter-fund Cash Borrowing (Supplement)**

In the event the District finds that it does not have enough cash to meet the fiscal obligations in the general or other operating funds due to a shortage of funds the District may temporarily borrow, as identified under Education Code Section 42603 , cash from any fund of the district up to \$5,000,000.

The Superintendent recommends that the Board of Trustees approve Resolution No. #16-17-03 to authorize the use of temporary cash transfers in all district funds if the need arises.

Motion: \_\_\_\_ Seconded: \_\_\_\_ VOTE: YES \_\_\_\_ NO \_\_\_\_ Abstain \_\_\_\_ Absent \_\_\_\_

**9.7. Resolution No. # 16-17-04 Temporary Transfers from the School Pools Fund (Supplement)**

In the event the District finds that it does not have enough cash to meet the fiscal obligations in the general or other operating funds due to a shortage of funds the District may request, in accordance with Article XVI, Section 6, of the California Constitution, to borrowing from the School Pools Fund maintained by the Los Angeles County Treasurer up to \$5,000,000.

The Superintendent recommends that the Board of Trustees approve Resolution No.#16-17-04 to authorize the use of temporary cash borrowing from the School Pools Fund maintained by the Los Angeles County Treasurer if the need arises.

Motion: \_\_\_\_ Seconded: \_\_\_\_ VOTE: YES \_\_\_\_ NO \_\_\_\_ Abstain \_\_\_\_ Absent \_\_\_\_

**9.8. Resolution No. # 16-17-05 to Commit Fund Balances (Supplement)**

The General Fund will face increasing expenditures for the remainder of this decade due to increasing contributions to pensions. These increases will be ongoing after they are fully implemented. The multi-year budgets reflect these increased costs, but in the years beyond those increases will continue. Cost of Living Adjustments will not be enough to cover typical step and column increases and the increased pension contributions. In an effort to prepare for the additional expenditures the Board should consider committing funds for the additional expenditures needed to meet pension obligations.

The Superintendent recommends that the Board of Trustees adopt Resolution No. #16-17-05 to commit funds for the prescribed purpose.

Motion: \_\_\_\_ Seconded: \_\_\_\_ VOTE: YES \_\_\_\_ NO \_\_\_\_ Abstain \_\_\_\_ Absent \_\_\_\_

**9.9. Resolution #16-17-08 Delegation of Administrative Authority to Process Routine Budget Revisions, Adjustments and Transfers For the 2016-17 Fiscal Year.(Supplement)**

The District periodically is required to make routine budget revisions, adjustments, and transfers as necessary for the payment of District obligations between funds, resources and object codes throughout a fiscal year. LACOE requires Board approval for any and all such transfers or a delegation of authority to a board designee to sign these transfers. This resolution grants delegation of such authority to the Superintendent and the Associate Superintendent of Business Services for the 2016-2017 Fiscal year.

The Superintendent recommends that the Board of Trustees approve Resolution No. #16-17-08 – Delegation of Administrative Authority to Process Routine Budget Revisions, Adjustments and Transfers for the 2016-2017 Fiscal Year.

Motion: \_\_\_\_ Seconded: \_\_\_\_ VOTE: YES \_\_\_\_ NO \_\_\_\_ Abstain \_\_\_\_ Absent \_\_\_\_

**9.10. Public Disclosure of Proposed Collective Bargaining Agreement in accordance with AB 1200 (Chapter 1213/Statutes 1992), AB 2756 (Chapter 52/Statutes 2004), GC 3547.5 with the California School Employee Association (CSEA) dated May 9th, 2016. (Supplement)**

The information provided in this document summarizes the financial implications of the proposed agreement with CSEA dated 5-9-16 and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the "Public Disclosure of Proposed Collective Bargaining Agreement") in accordance with the requirements of AB 1200 and Government Code Sections 3540.2(a) and 3547.5.

The Superintendent recommends approval of the Public Disclosure of Proposed Collective Bargaining Agreement as presented.

Motion: \_\_\_\_ Seconded: \_\_\_\_ VOTE: YES \_\_\_\_ NO \_\_\_\_ Abstain \_\_\_\_ Absent \_\_\_\_

**9.11. Confidential/Management Salary Schedule (Supplement)**

The following proposed schedules for non-represented employees have been increased by .83% retroactively to 7-1-2015 plus a one-time bonus of 1.25% of the annual base salary. This is an equivalent percentage increase to that negotiated with classified and certificated bargaining units.

- Classified Directors - Schedule 1
- Classified Managers - Schedule 1
- Confidential - Schedule 2
- Confidential - Schedule 9
- Special Education Coordinator - Schedule C
- Principals - Schedule E
- Psychologist - Schedule F
- Superintendent - Schedule S
- Classified CBO - Schedule U

The Superintendent recommends that the Board of Trustees approve the attached schedules 1,2,9,C,E,F,S and U for non-represented employees reflecting an increase of 0.83% retroactively to 07-01-2015 plus a one-time bonus of 1.25% of the annual base salary, which is an equivalent percentage increase to that negotiated with classified and certificated bargaining units.

Motion: \_\_\_\_ Seconded: \_\_\_\_ VOTE: YES \_\_\_ NO \_\_\_ Abstain\_\_\_ Absent \_\_\_\_

**9.12. Classified Salary Schedule (Supplement)**

On July 1st 2015, the District and CSEA entered into an agreement that "should the District increase the total compensation for the SWTA bargaining unit for the 2015-2016 school year above and beyond restoration, the District agrees to increase total compensation by the same percentage for the CSEA bargaining unit above and beyond restoration. The parties agree[d] to meet and negotiate on the form of such increased compensation."

On March 30, 2016 the District and SWTA agreed to increase SWTA's salary for 2015-16 beyond restoration by an extension of the salary schedule equivalent to 0.83% of the unit's salary cost and a one-time flat payment per unit member equivalent to 1.25% of the unit's salary cost. CSEA has agreed to accept the equivalent percentage increases in the form of a 0.83% salary increase to classified salary schedule 3 and 8 as well as a one-time flat payment of \$308 per unit member, which is equivalent to 1.25% of the unit's salary cost.

The Superintendent recommends that the Board of Trustees approve the attached 2015-2016 classified salary schedule 3 and 8 which include a 0.83% increase and a one-time bonus of \$308 per CSEA member.

Motion: \_\_\_\_ Seconded: \_\_\_\_ 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 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 and Associate Superintendent, Mark Keriakous (along with legal counsel, Andreas Chialtas); and Storm Properties 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.** Classified - Public Employee Appointment/Employment/Evaluation

CLASSIFIED

11.3.1 Substitute Custodian	(13.1)
11.3.2 Substitute Instructional Aide	(13.1)
11.3.3 Substitute Health Clerk	(13.1)
11.3.4 Library Clerks	(13.1)
11.3.5 Instructional Aides SpEd-SH	(13.1)
11.3.6 Clerk Typist	(13.1)
11.3.7 Child Welfare & Attendance Clerk	(13.1)
11.3.8 Speech & Language Pathology Assistant	(13.1)
11.3.9 Health Clerk	(13.1)
11.3.10 LVN/Health Clerk	(13.1)
11.3.11 Inclusion Aide	(13.1)
11.3.12 Instructional Aide (Interventionist)	(13.1)
11.3.13 School Secretary	(13.1)

**11.4.** Classified - Public Employee Dismissal/Release/Discipline/Transfers/Reassignments/Retirement

CLASSIFIED

11.4.1 Special ED Instructional Aides SDC/SH	(13.1)
11.4.2 Employee # CD4808834	(13.1)

**11.5. Classified - Public Employee Request for Medical Leave of Absence/Paid  
CLASSIFIED**

11.5.1 Employee #UW4399570 (13.1)

**11.6. Classified - Public Employee Request for Medical leave of absence/Unpaid  
CLASSIFIED**

11.6.1 Employee #GQ0626189 (13.1)

**11.7. Certificated - Public Employee Appointment/Employment/Evaluation  
CERTIFICATED**

11.6.1 Substitute Teachers (13.2)

11.6.2 SDC/LH Teacher (13.2)

11.6.3 Teachers (13.2)

11.6.4 Instructional Coaches/TOSA (13.2)

11.6.5 Director of Special Programs

11.6.6 Coordinator of Special ED

**11.8. Certificated - Public Employee Dismissal/Release/Discipline/Transfers/Reassignments/Retirement  
CERTIFICATED**

11.7.1 Shari Tanimoto From : RSP Specialist Lake Marie (13.2)  
To: SDC/LH Teacher Carmela

**11.9. Certificated - Public Employee Request for Leave of Absence Paid for a Missionary Trip  
CERTIFICATED**

11.8.1 Employee# CG0476061

**12. OPEN SESSION**

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

**13. PERSONNEL SERVICES**

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

**13.1. Classified Personnel Report No.# 12 (Supplement)**

The Superintendent recommends approval of the Classified Personnel Report No. #12

Motion: \_\_\_\_ Seconded: \_\_\_\_ VOTE: YES \_\_\_ NO \_\_\_ Abstain\_\_\_ Absent \_\_\_\_

**13.2. Certificated Personnel Report No.# 12 (Supplement)**

The Superintendent recommends approval of the Certificated Personnel Report No. #12

Motion: \_\_\_\_ Seconded: \_\_\_\_ VOTE: YES \_\_\_ NO \_\_\_ Abstain\_\_\_ Absent \_\_\_\_



**13.3. Job Description: Director II of Facilities, Maintenance and Operations (Supplement)**

The Superintendent recommends approval of the job description of Director II of Facilities, Maintenance and Operations.

Motion: \_\_\_\_ Seconded: \_\_\_\_ VOTE: YES \_\_\_ NO \_\_\_ Abstain\_\_\_ Absent \_\_\_\_

**13.4. APPROVAL OF DISTRICT CALENDARS 2016-2017 SCHOOL YEAR**

**13.4.1. Ten Month Classified Calendar 2016-2017 School Year (Supplement)**

The Superintendent recommends approval for the Ten Month Classified Calendar of 2016-2017 School Year.

Motion: \_\_\_\_ Seconded: \_\_\_\_ VOTE: YES \_\_\_ NO \_\_\_ Abstain\_\_\_ Absent \_\_\_\_

**13.4.2. Eleven Month Classified Calendar for 2016-2017 School Year (Supplement)**

The Superintendent recommends approval for the Eleven Month Classified Calendar of 2016-2017 School Year.

Motion: \_\_\_\_ Seconded: \_\_\_\_ VOTE: YES \_\_\_ NO \_\_\_ Abstain\_\_\_ Absent \_\_\_\_

**13.4.3. Twelve Month Classified Calendar for 2016-2017 School Year (Supplement)**

The Superintendent recommends approval for the Twelve Month Classified Calendar of 2016-2017 School Year.

Motion: \_\_\_\_ Seconded: \_\_\_\_ VOTE: YES \_\_\_ NO \_\_\_ Abstain\_\_\_ Absent \_\_\_\_

**14. ADJOURNMENT**

Unless otherwise posted, the next regularly scheduled meeting will be held **June 28, 2016 at 6:00 p.m.**  
District office Board Room, 11200 Telechron Ave., Whittier, CA 90605