

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 27, 2011

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CALL TO ORDER

The meeting was called to order by Sharon Stys at 6:02 p.m.

Governing Board of Trustees present: Jan Baird,
Jorge Hernandez, Sylvia Macias, Sharon Stys

Member absent: Layla Avila

Others present: Dr. Erich Kwek, Superintendent
Cecilia Laidemitt, Associate Superintendent of Administrative
Services and Personnel Services
Gail Baxter, Associate Superintendent of Educational Services
Richard Holash, Associate Superintendent of Business Services

FLAG SALUTE

The flag salute was led by Toby Chavez.

PUBLIC COMMENTS

There were no public comments.

COMMENTS BY TRUSTEES

Board members reported attending Back-to-School Night activities which they found to be well attended and impressive. Trustee Macias also attended the Monte Vista School PTA luncheon, the Teacher of the Year luncheon at which the South Whittier School District's teacher, Allison Nakamura, was honored and the Farewell Reception, sponsored by the Carmela School PTA, held in Ms. Amin Oria's honor. Trustee Stys reported that her duties as CSBA Director have conflicted with school activities as she has had to travel to Sacramento. Mrs. Stys extended congratulations to Allison Nakamura.

REPORTS

The Superintendent introduced the incoming Associate Superintendent of Business Services, Richard Holash, and welcomed him to the district.

Dr. Kwek informed the Board that ongoing information is being provided for Graves Middle School parents about the Parent Portal system. The Parent Portal system gives parents access to homework assignments, student progress and school information. This system will be used at the elementary school level in the future. Class size adjustment is ongoing. A kindergarten classroom was added at Loma Vista and there is a possibility that a 6th grade classroom may have to be added. Classes are being balanced district wide.

REPORTS

Dr. Kwek was privileged to attend the Teacher of the Year luncheon and to honor the district's Teacher of the Year, Allison Nakamura. Ms. Nakamura is a resource specialist who monitors the Special Education Learning Center, a new concept in special education that is being piloted at Monte Vista.

Back to School Night events have been well attended. At Graves Middle School the band performed and student work was displayed throughout the school.

CONSENT

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

Approval of Minutes

Approved the minutes of the meeting held September 13, 2011.

Purchase Order List No. 05

Approved purchase order list no. 05 for purchases submitted prior to September 27, 2011.

Contract List No. 04

Approved contract list no. 04 for services provided prior to September 27, 2011. Contracts include:

11-12-012: Contractor – Roger Salinas, service – consultant/principal for Carmela School, duration – 09/21/2011 to 10/03/2011, amount – not to exceed \$15,641.00;

11-12-013: Contractor – Karin Vanderpool, service – provide transportation, duration – 08/10/2011 to 07/30/2013, amount – not to exceed \$18,000.00 per year;

11-12-014: Contractor – Edline dba Teleparent, service – provide opportunities for ongoing home-school communication, duration – 08/10/2011 to 07/30/2013, amount – not to exceed \$6,269.00

Travel and Conference Report No. 04

Approved travel and conference report no. 04.

CURRICULUM

Summer Curriculum Committee Work

Gail Baxter, Associate Superintendent of Educational Services, provided a report on the summer curriculum and the Summer Curriculum Committee. All kindergarten to 6th grade teachers attended an in-depth training on the new reading adoption. The district conducted summer session held both at McKibben for the elementary level and at Graves Middle School. The Summer Curriculum Committee met to work during the month of July.

CURRICULUM

During this time period the committee developed benchmark calendars by grade for English Language Arts and created pacing guides by grade level for each unit of study, among other accomplishments. The committee membership included teachers from all schools. All the committees' objectives were met. The documents they developed can be found on the district's website under "Teacher Resources."

BUSINESS

Resolution No. 11-12-04: Authorization for Cash Borrowing Between District Funds for the 2011-2012 Fiscal Year

On a motion by Trustee Baird seconded by Trustee Hernandez and unanimously carried resolution no. 11-12-04: Authorization for Cash Borrowing Between District Funds for the 2011-2012 Fiscal Year was approved.

GENERAL

District Goals

On a motion by Trustee Hernandez seconded by Trustee Baird and unanimously carried this item was tabled due to Trustee Avila's absence.

Proposed Board Policy 3513.3 Tobacco-Free Schools – First Reading

The Board of Trustees conducted the first reading of proposed Board Policy 3513.3 Tobacco-Free Schools. The district's current policy regarding tobacco free schools was last adopted on January 11, 2005. New language is being recommended with this policy which meets all current laws and regulations.

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 6:35 p.m.

OPEN SESSION

The Board of Trustees resumed open session at 7:00 p.m. Dr. Kwek announced the Board took action in closed session. On a motion by Trustee Baird seconded by Trustee Macias, on a vote of four ayes and zero nays, the Board voted to begin dismissal procedures against one teacher and to place that teacher on unpaid administrative leave.

PERSONNEL

On a motion by Trustee Hernandez seconded by Trustee Baird and unanimously carried Classified Personnel Report No. 09-27-11-05 and Certificated Personnel Report No. 09-27-11-05 were approved.

2011-2012 New Hire – Ratification

Mary Ayala, AVID Tutor, Graves Middle School, Effective 09/08/2011

2011-2012 Increase/Decrease in Work Hours and/or Site Transfer-
Effective 09/01/2011 – Ratification

Kimberly Castellon

from Instructional Aide/SH, 4.5 hours/day at ELC Preschool
to Instructional Aide/SH, 5.0 hours/day at Los Altos

Hortencia Gonzalez

from Instructional Aide/SH, 5.5 hours/day at Graves Middle
to Instructional Aide/SH, 5.5 hours/day at Lake Marie

Yolanda Brennan

from Instructional Aide/SH, 5.0 hours/day at Loma Vista
to Instructional Aide/SH, 6.5 hours/day at Loma Vista

Christine Miovsky

from Instructional Aide/SH, 6.5 hours/day at Loma Vista
to Instructional Aide/SH, 6.5 hours/day at Loma Vista

2011-2012 Extra Pay Assignment: CPI Nonviolent Crisis
Intervention Training

Between 11/01/2011 and 02/29/2012, the participants listed below will attend two training sessions at WACSEP and work additional hours as listed below. Participants will receive compensation at their regular rate of pay. In addition, a total of 50 hours will be paid to obtain instructional aide substitute coverage.

Kristina Cruz 5.5+2

Xochitl Diaz 5.5+2

Hortencia Gonzalez 5.5+2

Connie Guerra 3.5+4

Leo Melchor 3.5+4

Two alternates

2011-2012 Retirement - Ratification

Marieta Vest, Noon Duty Supervisor, McKibben School, effective 09/01/2011

2011-2012 Medical Leave of Absence – Paid – Ratification

Sheila Chavez, Inclusion Aide/SH, McKibben School, effective 09/01/2011 through 09/23/2011

2011-2012 Medical Leave of Absence – Paid – Ratification

Lydia White, Noon Duty Supervisor, Graves Middle School, effective 09/01/2011 through 10/24/2011

CERTIFICATED
PERSONNEL

2011-2012 New Hire – Leave Replacement – Long Term Substitute
Teacher – Ratification

Priscilla Lopez, SDC/SH, K-8th, Monte Vista, effective 09/26/2011 to
11/17/2011

2011-2012 Special Substitute Requests – Teachers – District Wide
To Release Special Education Teachers to Attend a Training
on Computerized IEP Program - Effective 09/15/2011
Two Substitute teachers needed

To Release 3rd, 4th, 5th and 6th Grade Teachers for a Demo Lesson
by DII Instructional Coach – Effective 09/20/2011
Five substitute teachers needed, Loma Vista

To Release K-2nd Grade Teachers and Special Education Teachers
for a Demo Lesson by DII Instructional Coach – Effective
09/29/2011
Five substitute teachers needed, Loma Vista

To Release Special Education Teachers to Attend CPI – Non
Violent Crisis Intervention Training – Effective 11/01/2011
through 02/29/2012
Three substitute teachers needed

To Release Teachers to Co-Plan and Co-Teach Lessons with
Action Learning System Instructional Coach – Effective
10/2011 through 12/5/2011
Ten substitute teachers needed, Loma Vista

2011-2012 Extra Pay Assignment – Data Team Facilitators –
Teachers – GMS – Effective 09/2011 through 06/2012 –
Ratification

Jeffrey Kearney, Todd Banner, Daniel Honeycutt, Donald Hotz,
Four alternates

2011-2012 Administrative Designees – Teachers – District Wide –
Effective 09/28/2011 through 06/2012

Lisa Palomino, Carmela; Patricia Vega Jeter, Lake Marie;
Susana Francia, Loma Vista; Allison Nakamura, Monte Vista;
Allison Nakamura, Los Altos; Irene Maehara, McKibben
Alternates: Michi Tanimoto, Los Altos and Carmen Garcia, Graves
Middle School

CERTIFICATED
PERSONNEL

2011-2012 Extra Pay Assignment – BTSA Support Provider –
Teacher – McKibben – Effective 09/01/2011 through 06/13/2012 –
Ratification

Cynthia Murray – Year 1 for Melody Skaggs, Adapted PE Teacher,
McKibben

2011-2012 Extra Pay Assignment – BTSA Induction Program
District Liaison – Teacher – District Wide- Effective 09/01/2011
through 06/13/2012 – Ratification

Tonette Demoray

2011-2012 Extra Curricular Assignments – Stipends – Teachers –
Graves Middle – Effective 2011-2012 School Year – Ratification

Todd Banner, Sports Coordinator, Quarter 1, 2, 3, 4

Jeffrey Kearney, Sports Coordinator, Quarter 1, 2, 3, 4,

Kevin Le Duff, Sports Coordinator, Quarter 2, 3

Lynn McIntosh, Sports Coordinator, Quarter 1, 2, 3, 4

Lynn McIntosh, Varsity Club, Quarter 1, 2, 3, 4,

George Palomino, Sports Coordinator, Quarter 1, 2, 3, 4

Brooke Sens, Sports Coordinator, Quarter 1, 2,3, 4

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

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

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

Odelisa Orellana, Year Book Club, Quarter 1, 2,3,4

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

2011-2012 Local Teaching Assignment – Education Code Section
44265.1 and Assembly Bill (AB) 2160 (Chap. 134, Stats. 2010) –
Alternate Route to Provide Special Education Services to Students
with Autism Special Education Teachers – District Wide – Effective
09/01/2011 through 06/13/2012 - Ratification

The teacher listed below has been verified to hold a credential authorizing services to students with mild to moderate disabilities, satisfies specific criteria and consents to the assignment. This Local Teaching Assignment allows teachers time to complete a Commission-approved program and acquire the Added Authorization in Special Education in the area of Autism Spectrum Disorders.

Brandon Mitsunaga – RSP Teacher, Mild/Moderate, Graves Middle

2011-2012 Resignation – Principal – Carmela School – Effective
09/23/2011 – Ratification

Amin Oria

CLASSIFIED
PERSONNEL

Classified Employee 2011-2012 Ten Month Calendar
On a motion by Trustee Hernandez seconded by Trustee Baird and
unanimously carried the Classified Employee 2011-2012 Ten
Month Calendar was approved.

ADJOURNMENT

Meeting adjourned at 7:02 p.m.