

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

of the Board of Trustees
Workshop
February 21, 2015

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CALL TO ORDER

The workshop was called to order by Trustee Stys at 8:35 a.m.

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

Others present: Gail Baxter, Superintendent
Luann Burman Rivera, CSBA Facilitator

FLAG SALUTE

The flag salute was led by Francisco "Javi" Santana.

PUBLIC COMMENTS

There were no public comments.

WORKSHOP

The workshop was led by Ms. Rivera, CSBA Facilitator. Ms. Rivera extended a welcome to all and enabled the development of guidelines for the workshop. Ms. Rivera described goals for the workshop that included roles and responsibilities of the Board and the Superintendent; understanding the purpose of Board governance, norms and protocols; understanding the diverse working styles of Trustees; overview of Board self-evaluation; development of District Goals; develop a process for Superintendent's evaluation. Five Board Bylaws were reviewed with the Board members dividing into groups to facilitate the discussion of the Bylaws.

The developed District Goals for 2014-2015 are directly aligned to the Local Control Accountability Plan (LCAP) and will be submitted for Board approval at the next Trustee meeting.

CLOSED SESSION

The Board of Trustees commenced closed session at 1:30 p.m.

OPEN SESSION

The Board of Trustees resumed open session at 2:30 p.m. No action was taken in closed session.

ADJOURNMENT

Workshop adjourned at 2:40 p.m.

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

of the Board of Trustees
Regular Board Meeting
February 24, 2015

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CALL TO ORDER

The meeting was called to order by Trustee Stys at 6:00 p.m.

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

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

FLAG SALUTE

Flag salute was led by Associate Superintendent of Business Services, Michael Krause.

PUBLIC COMMENTS

There were no public comments.

SCHOOL PRESENTATION

Loma Vista School presented "PTA and Student Achievement"

Mrs. Kaylene Merrill, Principal of Loma Vista School, demonstrated the manner in which the PTA has made a difference and how the PTA membership lives up to the school goal to involve all parents in their children's education and keeping all parents informed about school events. In addition to the PTA officers who attended the Board meeting, there are 20 members who hold various PTA offices. Mrs. Merrill talked about the multiple ways that PTA assists at Loma Vista. This includes a Monthly Newsletter and a Monthly At-a-Glance Calendar. These notices are available in both English and Spanish. Every Wednesday notices are sent home to parents with PTA supplying the envelopes. Parent Education Seminars have been held on various topics. Future topics for these seminars include "nutrition" information and "preparing your student for college." PTA sponsors the "Lobo Store" where healthy snacks are available, such as fruit and vegetables. Motivational t-shirts can be earned by students who learn words and their meanings. At the Awards Assemblies, PTA decorates and provides beautiful displays. PTA participated in "Reading Counts" donating over \$1,200.00 to replace old books. PTA sponsored a "building bird houses project" for SDC in conjunction with Home Depot. "Science on the Go" is a hands-on assembly held three times during the school year and it is geared toward all grades, sponsored by PTA. PTA assisted in fund raising for 6th graders attending "Outdoor Science School."

SCHOOL PRESENTATION

The Loma Vista School PTA motto is "Your Grain Makes the Difference." The PTA members who were introduced at the Board meeting included: Jessica Ramirez, President; Gaby Llamas, Vice President; Reyna Velasquez, Secretary, Amanda Roa, Communications; and Diana Weeks, Ways and Means.

Trustees were all very impressed with the incredible level of participation by the PTA at Loma Vista School, their hard work and devotion for the betterment of all students.

FOUNDATION PRESENTATION

Francisco Meza, Director of Special Programs, thanked the Board for the opportunity to give a presentation about the South Whittier Community Education Foundation. Mr. Meza explained that this committee has been dormant for a number of years but now there are a number of district parents who are interested in activating the Foundation and are working very hard to making it a success. Mr. Meza's involvement is as a District Support Provider but it is the officers of the Foundation who administer the business and finances of the Foundation. Mr. Prillwitz, the President, thanked the Board for the opportunity to make this presentation and said it was an honor to be on the Foundation Board. Mr. Prillwitz stated each school will receive a percentage of funds to provide an opportunity for a special program that will increase student achievement. These programs may include artistic freedom such as in music and dance.

Mr. Rafael Gonzalez, Jr., Member at Large, showcased a video of the Foundation's first fund raising event, a "Pancake Breakfast". This event was very successful with large parent and community attendance.

The next fund raising event will be held in conjunction with the Community Resource Fair to be held on April 11, 2015. The Foundation will sponsor a Run-a-Thon.

Ms. Alejandra Sanchez, Treasurer, reported the Foundation had \$5,763.00 on hand. Part of this total was raised with the "Pancake Breakfast".

Other Foundation members present were volunteers Mary Jimenez and Blanca Smith who invited everyone to the Community Resource Fair and Reyna Velasquez who stated she was delighted to see arts being re-introduced to all South Whittier students.

Trustee Stys thanked the Foundation members for their presentation and for their willingness to share their time, expertise and commitment for the betterment of all South Whittier students.

COMMENTS BY TRUSTEES

Board members were all impressed with both presentations this evening. All the parents involved with PTA and the Foundation support the Teachers and work toward common goals for the District students.

REPORTS

Gail Baxter, Superintendent, remarked it was thrilling to hear the reports this evening and to recognize the level of participation and caring parents share for all students.

Superintendent Baxter reported that District Goals will be adopted at the next Board meeting. The District Goals are directly aligned to the Local Control Accountability Plan (LCAP). One of the goals is parental involvement. The reports presented this evening clearly indicate the District is meeting this goal. School Principals, Mr. Meza and Ms. Mestanza-Rojas work as a team with parents, the result is success for our District students. Team Science will be held again this summer. The District will provide 33 scholarships and the WUHSD will provide another 33 scholarships to deserving students to attend the Team Science Academy.

Michael Krause, Associate Superintendent of Business Services, attended his last Board meeting in this position. Mr. Krause was wished success in his future and was thanked for his services to the District.

The February 10th meeting was a joint meeting with the Whittier Union High School District. The District team members who attended this meeting felt very welcomed by the WUHSD staff. A presentation was made by Mr. Loring Davies, Assistant Superintendent of Educational Services from the WUHSD and Ms. Martha Mestanza-Rojas, Associate Superintendent of Educational Services on the on-going, strong collaboration, articulation and coordinated effort between both districts to facilitate a seamless transition for Graves Middle School students as they transition to high school.

CONSENT

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

Approval of Minutes

Approved the minutes of the regular meeting held February 10, 2015.

CONSENT

Purchase Order List No. 14

Approved purchase order list no.14 for purchases submitted prior to February 24, 2015.

Contract List No. 13

Approved contract list no. 13 for services provided prior to February 24, 2015 Contracts include:

14-15-094: Contractor – George K. Baum, service – bonds, Duration – 06/11/2014 to 06/30/2015, amount - none

Travel and Conference Report No. 13

Approved travel and conference report no. 13

BUSINESS

Notification of Bids

On a motion by Trustee Baird seconded by Trustee Santana and unanimously carried the Notification of Bids was approved.

Disposal of Surplus and Obsolete Equipment

On a motion by Trustee Macias seconded by Trustee Pacheco and unanimously carried the list of Surplus and Obsolete Equipment for Disposal was approved. This motion is made in accordance with Board Policy 3270, when district owned equipment becomes unusable, obsolete or no longer needed.

Graves Middle School requested approval for the disposal of student chairs, desks, double desks, meal file cabinet, tables and a chalkboard.

Approval of Fencing at Various School Sites Summation

On a motion by Trustee Baird seconded by Trustee Santana and unanimously carried the fencing summation at various schools was approved.

GENERAL

Proposed Board Policy 5145.7 – Sexual Harassment – Second Reading and Adoption

On a motion by Trustee Baird seconded by Trustee Macias and unanimously carried proposed Board Policy 5145.7, Sexual Harassment, was approved.

Proposed Board Policy 6174 – Education for English Language Learners – Second Reading and Adoption

On a motion by Trustee Baird seconded by Trustee Macias and unanimously carried proposed Board Policy 6174, Education for English Language Learners, was approved.

GENERAL

2015 California School Boards Association Delegate Assembly Election

On a motion by Trustee Macias seconded by Trustee Baird and unanimously carried the Board voted on all six candidates listed on the Official 2015 Delegate Assembly Ballot for Region 24 (Los Angeles County). Delegates will serve a two year term from April 1, 2015 through March 31, 2017.

Consideration of Modifying a Board Meeting Date

On a motion by Trustee Santana seconded by Trustee Macias and unanimously carried the March 24, 2015 Board meeting was cancelled due to the spring break.

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 6:50 p.m.

OPEN SESSION

The Board of Trustees resumed open session at 8:00 p.m. As announced by Superintendent Baxter, "In closed session the Board took action to release from employment three temporary teachers, effective as of the end of the current school year."

PERSONNEL
CLASSIFIED

On a motion by Trustee Santana seconded by Trustee Macias and unanimously carried Classified Personnel Report No. 02-24-15-13 was approved.

2014-2015 New Hire

Approved: Alma Perez, School Secretary, Los Altos School, Effective 03/02/2015

New Hire – Ratification

Approved: Anthony Razon, Speech and Language Pathologist Assistant, Lake Marie/Graves Middle School, effective 02/23/2015

2014-2015 Substitute School Secretary, District Wide

Approved Substitute School Secretaries, pending clearance from the Department of Justice:
Alejandra Magdaleno, Sandra Guzman, Tramaine Malone, Reyna Pena

2014-2015 Substitute Custodian, District Wide

Approved Substitute Custodian, pending clearance from the Department of Justice:
David Paul Arroyo II

PERSONNEL
CLASSIFIED

2014-2015 Substitute Gardeners, District Wide

Approved Substitute Gardeners, pending clearance from the Department of Justice:
David Paul Arroyo II, Abraham Ramos

2014-2015 Substitute Instructional Aide, District Wide

Approved Substitute Instructional Aide, pending clearance from the Department of Justice:
Patricia C. Garcia

2014-2015 Substitute Health Clerk, District Wide

Approved Substitute Health Clerk, effective 02/12/2015
Melissa Cabrera

Extra Pay Assignments

Approved the listed participant to substitute for Accounts Payable on an as needed basis, effective as needed.

Participant: Carmen Muñoz, Administrative Secretary, 20 hours

Approved the revision to reflect correct service period – the Participant will ensure CALPADS is accurate and current at all times. The participant will respond to requests for data in a timely Manner and provide support with data CAASPP. Participant will provide support and training for Aeries.net gradebook.

Participant: Sidney Gonzalez, Information Specialist, effective 01/28/2015 to 06/30/2015, 150 hours

Approved the participant to substitute for Accounts Payable on an as needed basis, effective as needed.

Participants: Dawn Camargo, Administrative Analyst, 50 hours
Cecile Frazier, Fiscal Services Technician, 50 hours

2014-2015 Special Substitute Request – Ratification

Approved substitute employees for McKibben School, Monte Vista School and Lake Marie School to allow the Special Education staff to attend a Mental Health 101 Para-educators Workshop, to learn reactive strategies for handling explosive emotional behavioral situations.

Participants: 4 substitute employees, one alternate, effective 02/19/2015

PERSONNEL
CLASSIFIED

2014-2015 Special Substitute Request - Ratification

Approved a substitute employee for Lake Marie School, to allow a Special Education staff member to provide support to the student during the completion of assessment to determine special education eligibility.

Participant: Substitute Inclusion Aide, one alternate, effective 02/21/2015 to 03/21/2015

2014-2015 Resignation - Ratification

Marcus Galan, Physical Education Instructional Aide, Monte Vista School, effective 02/06/2015

Request for Transfer – Ratification

Adrian Guerra, Custodian, transfer from Graves Middle School to Carmela/District Office, effective 02/17/2015

Ernesto Melendrez, Custodian, transfer from Carmela/District Office to Graves Middle School

2014-2015 Request for Medical Leave of Absence – Paid

Employee # FY 511 52 70, Inclusion Aide, McKibben School
Effective 03/21/2015 to 05/21/2015

2014-2015 Request for Medical Leave of Absence – Paid – Ratification

Employee # NW 500 86 35, Noon Duty Supervisor, McKibben School
Effective 02/18/2015 to 04/16/2015

2014-2015 Request for Extension of Medical Leave of Absence – Paid – Ratification

Employee # KP 371 03 64, Instructional Aide, Special Education, Monte Vista School
Effective 02/10/2015 to 03/01/2015

PERSONNEL
CERTIFICATED

On a motion by Trustee Baird, seconded by Trustee Pacheco and unanimously carried Certificated Personnel Report No. 02-24-15-13 was approved.

2014-2015 New Hire - Ratification

Approved Substitute Teachers, District Wide, Effective 02/19/2015 to 05/29/2015:

Day to day substitute teachers on call on an as needed basis only, pending clearance for the Department of Justice (fingerprinting) and submission of required documents

Participants: Ronald Moore, Christopher Alcorido

PERSONNEL
CERTIFICATED

2014-2015 Extra Pay Assignment – Ratification

Approved a Lake Marie School Teacher attendance at a week-long Outdoor Science School who will accompany students. This outdoor science school will improve student achievement.

Effective 02/23/2015 to 02/27/2015:

Participant: Denise Andrews, one alternate

2014-2015 Extra Pay Assignment

Approved a Lake Marie School Teacher to operate and supervise Aleks Math Intervention Program, after school.

Effective 03/02/2015 to 05/15/2015:

Participant: Denise Andrews, one alternate

2014-2015 Special Substitute Request – Ratification

Approved a substitute teacher to allow a McKibben School Teacher can attend Mental Health 101 Workshop for Para-educators.

Effective: 02/19/2015:

Participant: 1 Substitute Teacher

2014-2015 Substitute Teacher Request

Approved three substitute teachers to allow teachers at Graves Middle School and Carmela School to attend training to learn strategies, support and teach techniques when working with students with mental health conditions.

Effective: 02/26/2015;

Participants: Three Substitute Teachers

Associate Superintendent of Business Services

Discussed the Associate Superintendent of Business Services position.

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

Approved the request for a Maternity Leave of Absence.

Participant: Employee # BS 857 796, Los Altos School, 3rd grade teacher, effective 02/13/2015 to 04/01/2015

PERSONNEL

Job Description

On a motion by Trustee Macias seconded by Trustee Santana and unanimously carried the Business Services Secretary – Business Services/Maintenance and Operations job description was approved.

PERSONNEL
CERTIFICATED

South Whittier Teachers Association Initial Contract Proposal for 2014-2015

On a motion by Trustee Baird seconded by Trustee Pacheco and unanimously carried the South Whittier Teachers Association Initial Contract Proposal for 2014-2015 was accepted.

PERSONNEL
CERTIFICATED

Public Hearing: South Whittier Teachers Association Initial
Contract Proposal for 2014-2015

An opportunity for communication on the SWTA initial contract proposal was provided. On a motion by Trustee Baird seconded by Trustee Macias and unanimously carried the public hearing was open. There was no discussion on the contract proposal. The hearing was closed on a motion by Trustee Baird seconded by Trustee Macias and unanimously carried.

South Whittier School District Initial Contract Proposal for
2014-2015

On a motion by Trustee Macias seconded by Trustee Baird and unanimously carried the South Whittier School District Initial Contract Proposal for 2014-2015 was approved to submit to the South Whittier Teachers Association

Public Hearing: South Whittier School District Initial Contract
Proposal for 2014-2015

An opportunity for communication on the SWSD Initial Contract proposal was provided. On a motion by Trustee Macias seconded by Trustee Santana and unanimously carried the public hearing was open. There was no discussion on the contract proposal. The hearing was closed on a motion by Trustee Baird seconded by Trustee Pacheco and unanimously carried.

ADJOURNMENT

Meeting adjourned at 8:04 p.m.