

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

**July 28, 2015
6:00 P.M.**

AGENDA

1. PRELIMINARY

1.1 Call to Order. Roll call:

Trustees

Sharon Stys, President
Sylvia Macias, Vice President
Francisco “Javi” Santana, Clerk
Jan Baird, Member
Deborah Pacheco, Member

Administrators

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

1.2 Flag salute.

2. 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.

3. COMMENTS BY TRUSTEES

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

4. REPORTS

There will be no Board discussion on reports given except to ask questions or refer matters to staff and no action will be taken unless listed on a subsequent agenda.

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

5. CONSENT

- 5.1 Approval of Minutes** (Supplement). The Superintendent recommends approval of the minutes of the regular meeting held June 23, 2015.
- 5.2 Purchase Order List No. 01** (Supplement). The Superintendent recommends approval of Purchase Order List No. 01
- 5.3 Contract List No. 01** (Supplement). The Superintendent recommends approval of contract List No. 01
- 5.4 Travel and Conference Report No. 01** (Supplement). The Superintendent recommends approval of Travel and Conference Report No. 01
- 5.5 Institutional Memberships 2015-2016** (Supplement). The Superintendent recommends approval of Institutional Memberships for 2015-2016.

Motion: _____ Second: _____ Vote: Yes _____ No _____ Abstain _____ Absent _____

6. CURRICULUM

- 6.1 Williams Uniform Complaint Quarterly Report Summary –Fourth Quarter** (Supplement). Provisions of the Williams Legislation Implementation Project require that all schools shall report summarized data in the nature and resolution of all complaints on a quarterly basis to the County of the Superintendent of Schools. The Superintendent recommends approval of the Williams Uniform Complaint Quarterly Report Summary – Fourth Quarter.

Motion: _____ Second: _____ Vote: Yes _____ No _____ Abstain _____ Absent _____

- 6.2 Memorandum of Understanding with the Orange County Superintendent of Schools/Orange County Department of Education (OCDE)** (Supplement). This contract allows the South Whittier School District to reimburse Orange County Department of Education any ADA funds collected for students who participate in the home schooling program through the community school program at OCDE. The Superintendent recommends approval of this Memorandum of Understanding.

Motion: _____ Second: _____ Vote: Yes _____ No _____ Abstain _____ Absent _____

7. GENERAL

- 7.1 Board Meeting** – (Supplement). It is recommended that the Board adopt the third Tuesday of each month as the regular meeting time at the South Whittier School District Administrative Offices at 11200 Telechron Ave., Whittier, CA 90605 with Call to Order at 6:00 p.m. with the exceptions as listed on the schedule.
- 7.2 Proposed Board Policy 3350 Travel Expenses (Third Reading)** (Supplement). The Board will conduct a third reading and possible approval of proposed Board Policy – 3350 Travel Expenses.

Motion: _____ Second: _____ Vote: Yes ____ No ____ Abstain____ Absent _____

- 7.3 Proposed New Board Policy 3551 Food Service Operations/Cafeteria Fund (First Reading)** (Supplement). The Board of Trustees will conduct a first reading of the Proposed Board Policy 3551 Food Service Operations/Cafeteria Fund.
- 7.4 Proposed New Administrative Regulation 3551 Food Service Operations/Cafeteria Fund (First Reading)** (Supplement). The Board of Trustees will conduct a first reading of Proposed New Administrative Regulation – 3551 Food Service Operations/ Cafeteria Fund.

8. EDUCATIONAL SERVICES

- 8.1 Consolidated Application for Funding 2015-2016 – Spring Data Collection** (Supplement) The Consolidated Application must be submitted to the California Department of Education to receive funds for categorical programs. This application funds: Title I Part A (Basic Grant), Title II Part A (Teacher Quality) and Title III Part A (LEP). The Superintendent recommends approval of the Consolidated Application for Funding 2015-2016 - Spring Data Collection.

Motion: _____ Second: _____ Vote: Yes ____ No ____ Abstain____ Absent _____

9. BUSINESS / PERSONNEL

9.1 Public Disclosure of Proposed Collective Bargaining Agreement – AB 1200 – for the 2014-2015 & 2015-2016 school year, (SWTA) South Whittier Teachers Association Proposed Tentative Agreement. (Supplement). This public disclosure of proposed collective bargaining agreement complies with AB 1200 and is required by law when any proposed bargaining unit agreement is voted on by the Board of Trustees. The AB 1200 outlines the budget changes that will occur due to any changes in a bargaining unit agreement throughout the school year. The Superintendent recommends approval of the Public Disclosure of Proposed Collective Bargaining Agreement.

Motion: _____ Second: _____ Vote: Yes _____ No _____ Abstain _____ Absent _____

9.2 Public Disclosure of Proposed Collective Bargaining Agreement – AB 1200 – for the 2015-2016 School Year, (CSEA) California School Employees Association / Confidential / Classified Management Proposed Tentative Agreement. (Supplement). This public disclosure of proposed collective bargaining agreement complies with AB 1200 and is required by law when any proposed bargaining unit agreement is voted on by the Board of Trustees. The AB 1200 outlines the budget changes that will occur due to any changes in a bargaining unit agreement throughout the school year. The Superintendent recommends approval of the Public Disclosure of Proposed Collective Bargaining Agreement.

Motion: _____ Second: _____ Vote: Yes _____ No _____ Abstain _____ Absent _____

9.3 Proposed Board Policy 4121 (a) – Certificated Personnel – Temporary /Substitute Personnel (First Reading) (Supplement). The Board of Trustees will conduct a first reading of the Proposed Board Policy 4121 (a) – Certificated Personnel – Temporary / Substitute Personnel.

Motion: _____ Second: _____ Vote: Yes _____ No _____ Abstain _____ Absent _____

- 9.4 Proposed Administrative Regulation 4161.1/4361.1 – Certificated Personnel – Personal Illness/Injury Leave (First Reading)** (Supplement). The Board of Trustees will conduct a first reading of the Proposed Administrative Regulation 4161.1 (a) / Administrative Regulation 4361.1 – Certificated Personnel – Personal Illness / Injury Leave.

Motion: _____ Second: _____ Vote: Yes _____ No _____ Abstain _____ Absent _____

- 9.5 Proposed Administrative Regulation 4161.2/4261.2/4361.2 – All Personnel – Personal Leaves (First Reading)** (Supplement). The Board of Trustees will conduct a first reading of the Proposed Administrative Regulation 4161.2(a)/4261.2/4361.2 – All Personnel – Personal Leaves.

Motion: _____ Second: _____ Vote: Yes _____ No _____ Abstain _____ Absent _____

- 9.6 Proposed Administrative Regulation 4261.1 – Classified Personnel – Personal Illness / Injury Leave (First Reading)** (Supplement). The Board of Trustees will conduct a first reading of the Proposed Administrative Regulation 4261.1 – Classified Personnel Illness / Injury Leave.

Motion: _____ Second: _____ 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 Negotiators Superintendent Gail Baxter (along with real estate consultant and legal counsel); and one or more potential unidentified lessees 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 Public Employee Appointment/Employment/Evaluation

- 11.3.1 Gardner / Maintenance (13.1)
- 11.3.2 Substitute Instructional Aides (District Wide) (13.1)
- 11.3.3 Substitute Custodians (District Wide) (13.1)
- 11.3.4 Substitute School Secretary (District Wide) (13.1)
- 11.3.5 Substitute Breakfast Duty Supervisor (District Wide) (13.1)
- 11.3.6 Substitute Noon Duty Supervisors (District Wide) (13.1)
- 11.3.7 Substitute Cafeteria Helpers (District Wide) (13.1)
- 11.3.8 Extra Pay Assignments – Computer Lab & Teaching Stations (13.1)
- 11.3.9 Extra Pay Assignments – “Babysit” for Parent Meetings (13.1)
- 11.3.10 Extra Pay Assignments – Translation for Parent Conf. & IEP (13.1)
- 11.3.11 Extra Pay Assignments – PBIS Program (13.1)
- 11.3.12 Extra Pay Assignments – Health Clerk Training (13.1)
- 11.3.13 Extra Pay Assignments - CALPADS (13.1)
- 11.3.14 Extra Pay Assignments – Accelerated Reader & Success Maker (13.1)
- 11.3.15 Extra Pay Assignments – Written Translation for IEP (Dist. Wide) (13.1)
- 11.3.16 Extra Pay Assignments – Aide Support (Special Ed. Assessment)(13.1)
- 11.3.17 Extra Pay Assignments – Aide Support (Kinder. Assessment) (13.1)
- 11.3.18 Extra Pay Assignments – Ratification Café. Manager/Asst. Sup. (13.1)

- 11.3.19 Substitute Teachers (District Wide) (13.2)
- 11.3.20 New Hires - Teachers(Pending clearance - Department of Justice) (13.2)
- 11.3.21 Recommendation Probationary I status to Probationary II (13.2)
- 11.3.22 Extra Pay Assignments – Leadership Team Meeting (13.2)
- 11.3.23 Extra Pay Assignments – Assess incoming Kindergarten Students (13.2)
- 11.3.24 Extra Pay Assignment – Staff Teacher (McKibben) (13.2)
- 11.3.25 Extra Pay Assignment – Teacher (Lake Marie) (13.2)
- 11.3.26 Extra Pay Assignments– Teachers (District Wide- Summer School)(13.2)
- 11.3.27 Extra Pay Assignments – Teachers (LV) – SPSA (13.2)

11.3 Public Employee Appointment/Employment/Evaluation (continued)

- 11.3.28 Extra Pay Assignments – Teachers (LV) – Instruct 4-6 gr. (13.2)
- 11.3.29 Extra Pay Assignments – Teachers (LV) - PBIS (13.2)
- 11.3.30 Extra Pay Assignments – Teachers (LV) - Dist. Readiness (13.2)
- 11.3.31 Extra Pay Assignments – Teachers (LV/LA) – Leadership Team (13.2)
- 11.3.32 Extra Pay Assignments – Ratification – Teachers Summer School(13.2)
- 11.3.33 Certification of Evaluators for 2015-2016 School Year (13.2)
- 11.3.34 Administrative Assignments for 2015-2016 School Year (13.2)
- 11.3.35 Superintendent Evaluation

11.4 Public Employee Discipline/Dismissal/ Transfers/Release/Reassignment

- 11.4.1 Inclusion Aide to Assessment Aide (13.1)
- 11.4.2 Inclusion Aide (McKibben) to Inclusion Aide (Graves) (13.1)
- 11.4.3 SDC Mod – Severe (Los Altos) to SDC Mod – Severe (Graves) (13.1)
- 11.4.4 SLPA (GM/Lake Marie) to SLPA (GM/Monte Vista/Carmela) (13.1)
- 11.4.5 Food Service Accounting Technician (Ratification) (13.1)

- 11.4.6 Ratification – First Grade Teacher (Los Altos) (13.2)
- 11.4.7 Director of Special Education (13.2)

11.5 Public Employee Medical Leave/Paid

- 11.5.1 Employee # TR7917364 – School Secretary (13.1)

12. OPEN SESSION

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

13. PERSONNEL

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

13.1 Classified Personnel Report No. 07-28-15-21 (Supplement).

Motion: _____ Second: _____ Vote: Yes _____ No _____ Abstain _____ Absent _____

13.2 Certificated Personnel Report No.07-28-15-01 (Supplement).

Motion: _____ Second: _____ Vote: Yes _____ No _____ Abstain _____ Absent _____

- 13.3 Ten Month Classified Calendar for 2015-2016 (Revised)** (Supplement). The Superintendent recommends the approval of the ten month classified calendar for 2015-2016 (Revised).

Motion: _____ Second: _____ Vote: Yes ____ No ____ Abstain____ Absent _____

- 13.4 Eleven Month Classified Calendar for 2015-2016 (Revised)** (Supplement). The Superintendent recommends the approval of the eleven month classified calendar for 2015-2016 (Revised).

Motion: _____ Second: _____ Vote: Yes ____ No ____ Abstain____ Absent _____

- 13.5 Twelve Month Classified Calendar for 2015-2016 (Revised)** (Supplement). The Superintendent recommends the approval of the twelve month classified calendar for 2015-2016 (Revised).

Motion: _____ Second: _____ Vote: Yes ____ No ____ Abstain____ Absent _____

- 13.6 Memorandum of Understanding between South Whittier School District (District) and California School employees Association, Chapter 348 (Association)** (Supplement). This contract allows the District to create a Gardner/Maintenance Worker position where the employee will work 60% of his/her schedule as a Maintenance Worker and 40% as Gardner. The Superintendent recommends approval of this Memorandum of Understanding.

Motion: _____ Second: _____ Vote: Yes ____ No ____ Abstain____ Absent _____

- 13.7 Public Hearing: Ratification of the Tentative Agreement 2014-2015 & 2015-2016 between the South Whittier School District and the South Whittier Teachers Association. (SWTA)** (Supplement). A public hearing is in order for the Ratification of the South Whittier Teacher Association tentative agreement as submitted to provide an opportunity for communication on the Ratification of the Tentative Agreement by any interested person.

a) Motion to open hearing

Motion: _____ Second: _____ Vote: Yes ____ No ____ Abstain____ Absent _____

b) Motion to close hearing

Motion: _____ Second: _____ Vote: Yes ____ No ____ Abstain____ Absent _____

- 13.8 Ratification of the Tentative Agreement 2014-2015 & 2015-2016 between the South Whittier School District and the South Whittier Teachers Association (SWTA)** (Supplement 13.7). The South Whittier School District and the South Whittier Teachers Association enter into this Tentative Agreement in settlement of negotiations for the 2015-2016 contract years. The Superintendent recommends acceptance of the South Whittier Teacher Association Tentative Agreement 2015-2016.

Motion: _____ Second: _____ Vote: Yes _____ No _____ Abstain _____ Absent _____

- 13.9 Public Hearing: Ratification of the Tentative Agreement 2015-2016 between the South Whittier School District and the California School Employees Association Chapter 348 (CSEA)** (Supplement). A public hearing is in order for the Ratification of the Tentative Agreement submitted to provide an opportunity for communication on the Ratification of the Tentative Agreement 2015-2016 between the South Whittier School District and the California School Employees Association, Chapter 348 by any interested person.

a) Motion to open hearing

Motion: _____ Second: _____ Vote: Yes _____ No _____ Abstain _____ Absent _____

b) Motion to close hearing

Motion: _____ Second: _____ Vote: Yes _____ No _____ Abstain _____ Absent _____

- 13.10 Ratification of the Tentative Agreement 2015-2016 between the South Whittier School District and the California School Employees Association, Chapter 348 (CSEA)** (Supplement 13.9). The South Whittier School District and the California School Employees Association, Chapter 348, enter into this Tentative Agreement in settlement of negotiations for the 2015-2016 contract years. The Superintendent recommends acceptance of the California School Employees Association, Chapter 348 Tentative Agreement 2015-2016.

Motion: _____ Second: _____ Vote: Yes _____ No _____ Abstain _____ Absent _____

- 13.11 Salary Schedule Revision 2015-2016:**
- * **Psychologist Salary Schedule “F”**
 - * **Special Education Program Coordinator Schedule “C”**
 - * **Confidential Salary Schedule “2”**
 - * **Bilingual Confidential Salary Schedule “9”**
 - * **Classified Management Salary Schedule “1”**
 - * **Classified Management Director Salary Schedule “1”**
 - * **Classified Management Director Salary Schedule “1”**

The Superintendent recommends approval of the Salary Schedule Revision 2015-2016.

Motion: _____ Second: _____ Vote: Yes _____ No _____ Abstain _____ Absent _____

14. ADJOURNMENT

Unless otherwise posted, the next regularly scheduled meeting will be held
August 18, 2015, 6:00 p.m.
District Office Board Room, 11200 Telechron Ave., Whittier, CA 90605