WASCO UNION ELEMENTARY SCHOOL DISTRICT
BOARD OF TRUSTEES

ADOPTED MINUTES

November 12, 2013

Regular Meeting

5:30 p.m. Closed Session
6:30 p.m. Open Session

District Office Board Room

A. CALL TO ORDER
1. Roll Call

Board Members Present: Richard Reding, President; Danny Rueda, Clerk; Ernie Sanchez and Marty Jones

Board Members Absent: Dr. Jim Forrest

Others present: Dr. Carl Olsen, Interim District Superintendent; Susan Andreas-Bervel, Assistant Superintendent and Karen Evans, Chief Business Officer

B. CLOSED SESSION
1. Personnel - Public employee discipline, dismissal, release, resignation, appointment, and other employment matters.

2. Pupil Personnel
   a. Suspension List

Enter closed session: Time: 5:30 P.M.
Motion: Sanchez Second: Jones Ayes: 4 Noes: 0 Absent: 1

Return to open session: Time: 6:30 P.M.
Motion: Jones Second: Sanchez Ayes: 4 Noes: 0 Absent: 1

Flag Salute – Danny Arellano

C. REPORT OF ACTION TAKEN ON CLOSED SESSION MATTERS (Government Code §54957.1)

   a. Certificated Employment
      i. After School Enrichment
         Miguel Becerra Palm Avenue Additional Assignment
         Melissa Bradex Palm Avenue Additional Assignment
         Angela Devin Palm Avenue Additional Assignment
         Carolina Espitia Palm Avenue Additional Assignment
         Edd Hammon Palm Avenue Additional Assignment
         Maria Maldonado Palm Avenue Additional Assignment
         Magda Elena Martin Palm Avenue Additional Assignment
         Helen Medrano Palm Avenue Additional Assignment
         Lisa Rogers Palm Avenue Additional Assignment

      ii. Coaches
         Michael Bradley 7th & 8th Boys Basketball Additional Assignment
         Monique Goodwill 7th Girls Basketball Additional Assignment
         Careylyn Elfstrom Girls Soccer Additional Assignment
         Jordan Scritchfield 8th Girls Basketball Additional Assignment

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iii. Saturday School
   Tim Arnold  Thomas Jefferson  Additional Assignment
   Michael Dunlap  Thomas Jefferson  Additional Assignment

b. Classified Employment

i. Interpreter/Translator
   Maricela Escobedo  8 hours  Change of Position

ii. Food Service Assistant
   Valerie Juarez  3.5 hours  Change of hours
   Cynthia Ornelas  2.5 hours  Change in Position

iii. Migrant Outreach Aide
   Eva Del Real  4.5 hours  Change of hours
   Yesenia Garcia  4.5 hours  Change of hours

iv. Coaches
   Carey Rosales  Boys Soccer  Rehire

v. Student Monitor
   Tara Wilson  Karl F. Clemens  Change in Position

vi. Classified Substitutes
   Pamela Arnold-Reyna  All Sites  New Hire
   Ana Escobedo  All Sites  Rehire
   Oscar Flores  All Sites  New Hire
   Krystal Fraticelli  All Sites  New Hire
   Irma Herrera  All Sites  New Hire
   Darius Moore  All Sites  New Hire
   Vanessa Ocampo  All Sites  New Hire
   Francine Thomas  All Sites  New Hire

vii. Resignation
   Sarina Juan  Classified Substitute  All Sites
   Ashley Wright  After School Activity Leader  Teresa Burke

c. Confidential/Management Employment

i. Administrative Secretary
   Mary Vaughan  District  Change in Position

d. Certificated Administration (other than compensation)

i. Public Employment – Superintendent
   Kelly Richers

Dr. Olsen reported approval of the personnel agenda with a 4 – 0 Vote and 1 Absence.

D. HEARINGS AND PRESENTATIONS
1. Presentations: Trustee Certificate of Recognition. Trustee Ernie Sanchez was presented with a certificate of recognition from the Kern County Superintendent of Schools for his five years of distinguished service to the Wasco Elementary School District.

E. NON-AGENDA ITEMS FROM THE PUBLIC – None.

F. NEW BUSINESS
Action Items:
1. Approval of Consent Agenda items:
a. Minutes from the October 4, 2013 Special Board Meeting
b. Minutes from the October 8, 2013 Regular Board Meeting
c. Minutes from the October 12, 2013 Special Board Meeting
d. October mid- and end-of-month payroll for $2,137,165.00
e. Commercial warrants, batches #15 through #20 for $674,053.55
f. Job Description for Interpreter/Translator
g. Donation(s)

Motion: Sanchez Second: Rueda  Ayes: 4  Noes: 0  Absent: 1

2. Approval of Ratification of Contracts of Employment: Superintendent & Assistant Superintendent, Curriculum and Instruction

Motion: Sanchez Second: Rueda  Ayes: 4  Noes: 0  Absent: 1
Dr. Olsen reported that the Assistant Superintendents’ contracts will be moved and tabled to the December board meeting when all board members are present. He also reported that Kelly Richers will be the new Superintendent.

3. Approval of Common Core State Standards Spending Plan

Motion: Jones Second: Sanchez  Ayes: 4  Noes: 0  Absent: 1
Dr. Olsen summarized information he had presented at the October board meeting. In addition, he noted that the district is requesting a major update on the technology available throughout the school sites. Dr. Olsen reported that he, Karen Evans and Rick Sanchez have been working to develop a plan to upgrade technology. He stated the district will be committing a large amount of the grant to staff development and technology upgrades.

4. Approval of Agreement with The Leadership and Learning Center for Common Core Curriculum Training and Implementation

Motion: Rueda Second: Sanchez  Ayes: 4  Noes: 0  Absent: 1
Dr. Olsen stated this contract is for the actual training. He reported that upon ratification of the contract, Mrs. Andreas-Bervel will set up training dates. He explained that training will be extensive as the district only has one year to prepare for implementation. Dr. Olsen reported that the initial training will be done with Taft and will allow the district to save on costs.

5. Approval of Agreement with Jack Schreder and Associates for Demographic Analysis – Facility Master Plan

Motion: Sanchez Second: Jones  Ayes: 4  Noes: 0  Absent: 1

6. Approval to Purchase Workstations, Laptops and Peripherals utilizing the Los Angeles County Office of Educational Piggyback Bid #12/13-1468

Motion: Sanchez Second: Rueda  Ayes: 4  Noes: 0  Absent: 1
Dr. Olsen stated this would be the bid they would be using to purchase the technology upgrades discussed in the third item.

7. Approval of Resolution Number #1314-06: Adopting Uniform Construction Cost Bidding Ordinance

Motion: Jones Second: Rueda  Ayes: 4  Noes: 0  Absent: 1
Marty Jones asked for more information. Dr. Olsen states this is the resolution that allows the district to increase the amount they can contract for without going to bid. This allows the district to contract various contractors in different trades so that when the district has a project or is in need of a repair the district can go up to $175,000 by obtaining quotes from contractors on this list.

Karen stated each November the district will send letters out to trade journals requesting interested vendors to add on a list. This will save the District a lot of time.

Marty Jones asked if this resolves the prevailing wage issue. Dr. Olsen stated this does not. Marty Jones asks Rob Sanchez, M.O.T. Director, if this will interfere with local maintenance contractors. Rob stated no. He said anything over $1,000 has to be prevailing wage.

8. Approval of Resolution Number #1314-07: Confirming Threshold for Use of Informal Bidding Procedures Under Uniform Construction Cost Bidding Ordinance

Motion: Jones Second: Rueda  Ayes: 4  Noes: 0  Absent: 1
9. Approval of Sale, Recycling and Disposal of Obsolete Equipment
   Motion: Sanchez Second: Rueda Ayes: 4 Noes: 0 Absent: 1

10. Approval of Revisions to Board Policies and Administrative Regulations:
   a. Amended Policies and Administrative Regulations
      i. BP 2210 – Administrative Discretion Regarding Board Policy
      ii. BP 3280 – Sale or Lease of District Owned Real Property
      iii. BP 3290 – Gifts, Grants and Bequests
      iv. AR 4112.2 – Certification
      v. AR 4112.22 – Staff Teaching Students of Limited English Proficiency
      vi. BP 5030 – Student Wellness
      vii. BP 5145.11 – Questioning and Apprehension by Law Enforcement
      viii. BP 5148 – Child Care and Development
     ix. BP 6111 – School Calendar
    xi. BP 7310 – Naming of Facility
   b. New Policies and Administrative Regulations
      i. BP 1113 – District and School Websites
      ii. BP 1113 – District and School Websites
      iii. BP 4033 – Lactation Accommodation
      iv. AR 5142.1 – Identification and Reporting of Missing Children
   Motion: Sanchez Second: Jones Ayes: 4 Noes: 0 Absent: 1

Dr. Olsen stated that all policy updates are all CSBA recommendations based on law updates.

Marty Jones stated he had a discussion with Dr. Olsen about the policies. He stated that in the absence of Dr. Forrest who had taken on this duty, he went through and read all of the policies going up for revisions and amendments. Danny Rueda asked how long it has been since these policies were updated. Dr. Olsen stated it has been 2-3 years since updates had been made.

Dr. Olsen stated Mrs. Andreas-Bervel has taken the lead on policy updates and brought in different administrators to work on these as they pertain to their areas.

Information Items
1. Revisions to Board Policies and Administrative Regulations: (action item at December board meeting)
   a. Amended Policies and Administrative Regulations
      i. BP 0450 – Comprehensive Safety Plan
      ii. AR 0450 – Comprehensive Safety Plan
      iii. AR 1340 – Access to District Records
      iv. BP 2121 – Superintendent’s Contract
      v. BP 3110 – Transfer of Funds
      vi. BP 3260 – Fees and Charges
      vii. AR 3260 – Fees and Charges
      viii. AR 3314 – Payment for Goods and Services
      ix. AR 3541.1 – Transportation for School Related Trips
      x. BP 3553 – Free and Reduced Price Meals
      xi. AR 4117.11/4317.11 – Preretirement Part Time Employment
      xii. BP 4140/4240/4340 – Bargaining Units
      xiii. AR 4217.3 – Layoff/Rehire
      xiv. AR 5111.1 – District Residency
      xv. AR 5111.12 – Residency Based on Parent/Guardian Employment
      xvi. BP 5113 – Absences and Excuses
      xvii. AR 5113 – Absences and Excuses
      xviii. AR 5125 – Student Records
      xix. AR 5125.1 – Release of Directory Information
      xx. BP 5131.7 – Weapons and Dangerous Instruments
      xxi. AR 5131.7 – Weapons and Dangerous Instruments
      xxii. BP 5141.21 – Administering Medication and Monitoring Health Conditions
      xxiii. AR 5141.21 – Administering Medication and Monitoring Health Conditions
xxiv. BP 5144.1 – Suspension and Expulsion/Due Process
xxv. AR 5144.1 – Suspension and Expulsion/Due Process
xxvi. AR 5144.2 – Suspension and Expulsion/Due Process (Students With Disabilities)
xxvii. BP 6143 – Courses of Study
xxviii. AR 6143 – Courses of Study
xxix. BP 6145.2 – Athletic Competition
xxx. AR 6145.2 – Athletic Competition
xxxi. BP 6161.1 – Selection and Evaluation of Instructional Materials
xxxii. AR 6161.1 – Selection and Evaluation of Instructional Materials
xxxiii. AR 6162.51 – Standardized Testing and Reporting Program
xxxiv. AR 6173.1 – Education for Foster Youth
xxxv. BB 9223 – Filling Vacancies
xxxvi. BB 9320 – Meetings and Notices

b. New Policies and Administrative Regulations
   i. BP 3513.1 – Cellular Phone Reimbursement

c. Deleted Policies and Administrative Regulations
   i. AR 5111.13 – Residency for Homeless Children

2. Rick Morris Staff Development Day Summary (verbal report) – Mrs. Andreas-Bervel provided a brief summary on the Rick Morris staff development day. She informed the board that 129 teachers and staff attended. She commended the MOT and Food Service departments for their support. It was reported that teachers were very excited to go back to their classrooms and try things they had learned. The district purchased almost $500 of Rick Morris’ products and raffled them throughout the day. The feedback on the evaluations was extremely positive. The event was very successful.

3. Nominations for CSBA Delegate Assembly (written) – Dr. Olsen informed the board that if anyone is interested in running to please let him know. He stated the district office can help them with all of the logistics. He briefly summarized the process.

4. Current Fund Balance (written) – Karen Evans reported that the cash flow is coming in a lot smoother this year as the state finances are more stable.

5. Current Enrollment (written) – Dr. Olsen reported that the attendance has dropped a few students, class sizes are within reason and enrollment has leveled off.

6. November Menu (written)

G. SUPERINTENDENT’S REPORT – No items were reported.

H. ITEMS FROM THE BOARD – No items were reported.
Marty Jones wished everyone a blessed Thanksgiving.

I. ADJOURNMENT - Time: 6:56 P.M.
   Motion: Jones Second: Rueda Ayes: 4 Noes: 0 Absent: 1
   NEXT REGULAR MEETING: Tuesday, December 10, 2013
   5:30 p.m. - Closed Session
   6:30 p.m. - Open Session