

**REGULAR MEETING BOARD OF TRUSTEES
WISEBURN SCHOOL DISTRICT**

October 24, 2013

The Regular Meeting of the Board of Trustees was called to order at 7:00 p.m. by Nelson Martinez, President, in the District Board Room.

Call to Order

Members present:

Roll Call

Susan Andriacchi (absent) Roger Bañuelos
Dennis Curtis Nelson Martinez
Israel Mora

Administrators present:

Dr. Thomas R. Johnstone, Superintendent
David Wilson, Director of Budget and Accounting

The Pledge of Allegiance to the Flag was led by Ms. Sarah Nitsos.

Dr. Johnstone introduced Aracelia “Chely” Fernandez who spoke to the Board and thanked the Board for bringing her to the Wiseburn School District. She shared that she has a daughter at Peter Burnett School and a daughter at the Cabrillo Child Development Center and she very much looks forward to working with Dave Wilson and all of the employees of the Wiseburn School District.

From the Public

Ms. Sarah Nitsos, Principal of Juan de Anza School, shared that she had attended training through the Breakthrough Coach and she shared that this experience has been a life changer for her. She shared that she had a great office system with Anita Collins, School Secretary, before but now it is even better. She shared that the reaction from the Juan de Anza staff has been mixed. Some hate it and some love it. Ms. Nitsos shared that her job is to be out in classrooms and that it is her goal to visit every classroom three times per week and also spend most of her time during recess and lunch outside with the students.

Ms. Margaret Lynch, Principal of Juan Cabrillo School, and Ms. Jami Kae, Juan Cabrillo First Grade Teacher, shared that they were enthusiastic about the professional development with Common Core and that it has been useful to have the release days early in the school year to be able to maximize our time with Common Core. The First Grade Team at Juan Cabrillo is very enthusiastic and that the professional time together has been extremely valuable.

Ms. Aileen Harbeck, Principal of Dana Middle School, shared that this year’s 6th grade camp was the best ever. For the first time we had snow and it was beautiful and the kids and staff absolutely loved it. She publically thanked Dr. Tom Johnstone and Dr. Chris Jones for attending camp and supporting the camp program.

Mr. Curtis reported that he had received a call from a Sergeant, First Class, who is stationed at the Air Force Base indicating his appreciation for the Wiseburn School District. Mr. Curtis commended the Wiseburn School District for its support of military families.

From the Board

Mr. Mora shared the highlights of the Da Vinci Board meeting. He gave the highlights of a very thorough budget presentation indicating that the Da Vinci schools are fiscally strong and have more than adequate reserves.

Mr. Bañuelos shared that he had attended a Los Angeles County School Trustees Association (LACSTA) meeting and that he had received a letter from the Los Angeles County Superintendent of Schools, Dr. Arturo Delgado, indicating that LACOE intends to sever its

relationship with LACSTA. Mr. Bañuelos shared his displeasure that Dr. Delgado had not communicated directly with the LACSTA Board and shared that LACSTA would like to meet with Dr. Delgado in November.

From the Board
(Cont'd.)

Mr. Martinez shared that we had received the Unaudited Actuals letter from the County indicating that they had forwarded our budget to the California Department of Education. He thanked Dave Wilson and the Business Office staff for their hard work.

Mr. Martinez had a question about AB 1200. Mr. Martinez received a letter from LACOE indicating that there needs to be a 10-day notice before the Board can approve a salary increase.

Mr. Martinez also shared that he had received a card from Hawthorne School District Superintendent, Dr. Helen Morgan, thanking Mr. Martinez and Mr. Bañuelos for attending the Dedication of the New Gymnasium at Bud Carson School.

Mr. Wilson shared that revenues for the State of California were up 5% for the month of September and that for the year to date Governor Brown's budget is right on target.

From the Director of
Budget and Accounting

Mr. Wilson shared that the auditors were here during the week of October 7-11, 2013. The auditors indicated that there were no issues and it was a very positive review.

Mr. Martinez requested that Mr. Wilson also share the audit report for the Da Vinci schools. Mr. Wilson shared that the District is looking at the potential Request for Proposal (RFP) Process for food services. The food service department is looking for a better selection for our students while maintaining competitive pricing. As part of this process a survey has been distributed to the parents of students who eat lunch at our schools.

Dr. Johnstone shared a tentative schedule for Board meetings for the 2014 calendar year and the Board took a few minutes to finalize the schedule.

From the Superintendent

Dr. Johnstone shared that David Stephens of New Vista Designs would be visiting the District on November 14-15, 2013 to complete his last visit in supporting the District in the design process for Wiseburn High School. Mr. Stephens will spend November 14th in the district and will be at Gensler Architects on November 15th.

Dr. Johnstone shared that he had been attending Measure W meetings at all three of the neighborhood associations. He attended Wiseburn Watch on September 25, 2013, Del Aire Neighborhood Association on October 22, 2013, and Hollyglen Homeowners Association on October 23, 2013.

Dr. Johnstone shared the flyers and mailings that had been distributed to the community so far and also shared that School News would be distributed on October 30, 2013.

Dr. Johnstone shared that he had taken a tour of the Guiding Hands After School Program at Dana Middle School. Currently the enrollment in the program is more than 110 students and the program is off to an excellent start.

Dr. Johnstone shared that he had attended the Salute to the Military Lunch sponsored by the Chamber of Commerce in El Segundo on October 16, 2013.

Dr. Johnstone shared that former Superintendent, Dr. Don Brann, had brought a team of 25 Inglewood administrators to visit the Wiseburn School District on October 16, 2013. The Inglewood administrators spent 90 minutes at Juan de Anza School and 90 minutes at Peter Burnett School, where Dr. Johnstone provided an hour-long presentation on Wiseburn programs.

Dr. Johnstone shared that all four schools had very successful Great California Shake Out

Drills on October 17, 2013 at 10:17 a.m.

From the Superintendent
(Cont'd.)

Dr. Johnstone shared that he and Vince Madsen had met with the Director of Del Aire Park, Joe Mendoza, about the future use of the baseball fields by Wiseburn High School and the current and future use of the tennis courts by Da Vinci Design and Wiseburn High School. This was a very productive meeting.

In closing, Dr. Johnstone shared the Superintendent and Board of Trustees Goals for the District for 2013-14.

On a motion by Mr. Curtis, which was seconded by Mr. Mora, the Board voted 3-0 to approve the minutes of the Regular meeting held September 12, 2013. Mr. Bañuelos abstained.

M13.155
Minutes

The item related to the California School Employees Association's (CSEA) Tentative Agreement was tabled for further discussion to be brought back at a future meeting.

M13.156
Item tabled.

On a motion by Mr. Bañuelos, which was seconded by Mr. Curtis, the Board voted 4-0 to adopt Resolution #13/14.05, Red Ribbon Week.

M13.157
Resolution #13/14.05,
Red Ribbon Week

On a motion by Mr. Curtis, which was seconded by Mr. Bañuelos, the Board voted 4-0 to adopt Resolution #13/14.06, Campus Safety Resolution.

M13.158
Resolution #13/14.06,
Campus Safety

On a motion by Mr. Mora, which was seconded by Mr. Curtis, the Board voted 4-0 to approve a modification to the Charter Petitions for Da Vinci Science and Da Vinci Design regarding lottery preferences and exemptions as an amendment.

M13.159
Modification to Charter
Petitions

On a motion by Mr. Curtis, which was seconded by Mr. Bañuelos, the Board voted 4-0 to approve a proposal from C Below Subsurface Imaging in an amount not to exceed \$24,825 to get all of the underground utilities located and mapped out at 201 N. Douglas for consultants and during the design phase and to help control unforeseen conditions cost overruns during construction. This proposal is to be paid from Bond Funds 21.4, Measure AA.

M13.160
C Below Subsurface
Imaging

On a motion by Mr. Bañuelos, which was seconded by Mr. Curtis, the Board voted 4-0 to ratify an agreement with the Westchester YMCA to provide a youth fitness program for the 3rd through 5th grades at Peter Burnett School, effective September 23, 2013 through June 6, 2014 at a total cost not to exceed \$27,904 to be paid from the General Fund.

M13.161
Westchester YMCA

On a motion by Mr. Mora, which was seconded by Mr. Curtis, the Board voted 4-0 to ratify a Consultant's Agreement with Todd Barker, not to exceed \$3,060 or 36 hours at a rate of \$85 per hour for services provided for the 2013-14 funding year. The costs are offset by E-Rate savings.

M13.162
E-Rate Services

On a motion by Mr. Mora, which was seconded by Mr. Curtis, the Board voted 4-0 to approve a Consultant's Agreement with Todd Barker, not to exceed \$5,100 or 60 hours at \$85 per hour, effective July 1, 2013 through June 30, 2014 to be paid from the General Fund. These costs are offset by E-Rate savings.

On a motion by Mr. Mora, which was seconded by Mr. Bañuelos, the Board voted 4-0 to approve the miscellaneous receipts as submitted.

M13.163
Miscellaneous Receipts

On a motion by Mr. Mora, which was seconded by Mr. Curtis, the Board voted 4-0 to ratify/approve attendance at the following meetings or conferences, including provision of substitute teachers as needed, and transportation by car at 50¢ per mile, or lowest reasonable air fare as appropriate:

M13.164
Conference Attendance

1. Margaret Lynch at LACOE's "School Program Improvement Year 1 Seminar" in Downey on October 10, 2013 at no cost to the district.
2. Aileen Harbeck at Azusa Pacific University's "Student Records & Custody and Residency Issues" in Azusa on October 22, 2013 at an approximate cost of \$130 to be paid by the General Fund.
3. Madison Scar at the SW SELPA's "NCI Training" in Redondo Beach on October 23 & 30, 2013 at an approximate cost of \$230 to be paid from Special Education Funds.
4. Sarah Nitsos, Laura Sullivan, Margaret Lynch, Alyssa Feely, Ayana Cadres, Jessica Aguilar, Cathy Waller, Melissa Coughlin at the SW SELPA's "Crisis Team Training" in Redondo Beach on October 25, 2013 at no cost to the district.
5. Cathy Waller and Melissa Coughlin at the West San Gabriel SELPA's "Psychological Services Training" in El Monte on November 1, 2013 at no cost to the district.
6. Madison Scar at the SW SELPA's "Teacher Training" in Redondo Beach on November 1, 2013 at an approximate cost of \$70 to be paid from Special Education Funds.
7. Jackson Greer, Brisa Hurtado, Lisette Jimenez, Archana Prasad, Lauren Torres at the SW SELPA's "NCI Training" in Redondo Beach on November 5 and 12, 2013 at an approximate cost of 100 each to be paid from Special Education Funds.
8. Vince Madsen at Green Technology's "Green California Schools Summit" in Pasadena on November 5, 2013 at an approximate cost of \$232 to be paid from the General Fund.
9. Dr. Tom Johnstone, David Wilson and Ana Montes at SEAC's "Affordable Care Act Workshop" in Downey on November 6, 2013 at an approximate cost of \$200 to be paid from the General Fund.
10. Jennifer Donis, Pat Duncan, Jeff Krabel, Jackie Lessa and Gabriela Zubia at the SW SELPA's "NCI Training" in Redondo Beach on November 13 and 20, 2013 at an approximate cost of \$100 each to be paid from Special Education Funds.
11. Maria Garcia at LMU's "CMAST Common Core" on August 19, September 9 & 23, October 7 & 21, November 4 & 18, December 2 & 16, 2013 at an approximate cost of \$60 to be paid from the General Fund.
12. Elizabeth Snider, Andrea Ruse and Barry Williams at LMU's "CMAST Common Core" in Torrance on September 10, 17 & 24, October 8, 15 & 22, November 5, 12 & 19, December 3, 10 & 17, January 14 & 21, February 4, 11 & 18, March 4, 11 & 18, April 1 & 22, May TBD, June 3 & 10 at an approximate cost of \$2,371 to be paid from Title II Funds.
13. Dr. Chris Jones at LACOE's "Categorical Programs Directors Meetings in Downey on November 21, January 30, February 27, March 27, April 24 and May 22, 2014 at no cost to the district.
14. Dr. Chris Jones at LACOE's "CISC Leadership Symposium" in Monterey, California on February 19-21, 2014 at an approximate cost of \$1,258 to be paid from Title II Funds.

M13.164
Conference Attendance
(Cont'd.)

On a motion by Mr. Mora, which was seconded by Mr. Curtis, the Board voted unanimously to approve/ratify the following classified employment/additional hours to be paid from the Classified Salary Schedule unless otherwise noted:

M13.165
Additional Hours –
Classified

Anza

1. Faviola Alexia Garcia, Instructional Aide, approve up to 5 hours per week as an instructional aide and 10 hours per week as a noon duty supervisor, effective October 7, 2013 through June 21, 2014, to be paid at Classified Range 6, Step A from the General Fund.
2. Archana Prasad, Instructional Aide, approve up to 15 part-time hours per week as an instructional aide, plus extra temporary hours for field trips and meetings, effective October 7, 2013 through June 21, 2014, to be paid at Classified Range 6, Step A from Special Education Funds.

Burnett

3. Lissett Campos, Devon Cervantes, Brisa Hurtado, Grayson Jones, Christina Kaough, Steve LaCour, Jacqueline Lesso, Nicole Morris, Peggy Patterson, Ellen Pope, Sheri Rice, Linda Whitlock, Instructional Aides, approve up to 15 temporary hours each for IEPs, meetings and trainings, plus field trips, effective September 11, 2013 through June 20,

- 2014 to be paid at their appropriate Range/Step from the General Fund.
4. Lissett Campos, Devon Cervantes, Instructional Aides, approve up to 3 temporary hours per week to support 3rd grade teachers, effective September 24, 2013 through October 24, 2013 to be paid at their appropriate Range/Step from the General Fund.
 5. Ashley Gerner, Noon Duty Supervisor, approve up to 5 part-time hours per week, effective October 4, 2013 to replace Mallory Adelsperger who resigned, to be paid at Classified Range 4, Step A from the General Fund.
 6. Ashley Gerner, Noon Duty Supervisor, approve up to 30 temporary hours to assist with vision screening, effective October 9, 2013 through November 22, 2013 to be paid at Classified Range 4, Step A from the General Fund.
 7. Mary Grace Grammatico, Food Service Substitute, approve up to 12.5 temporary hours to assist with food services, effective September 4, 2013 through November 6, 2013 to replace Laura Day who resigned from this assignment, to be paid at Classified Range 2, Step E from the General Fund.
 8. Brisa Hurtado and Jackie Lesso, Instructional Aides, approve 6.5 temporary hours per week to substitute for an aide out on medical leave, effective October 10, 2013 through December 20, 2013 to be paid at Classified Range 6, Step A from the General Fund.
 9. Brisa Hurtado and Jackie Lesso, Instructional Aides, approve up to 18 hours per week to substitute for each other in the event of absence, effective October 1, 2013 to be paid at their appropriate Range/Step from the General Fund.
 10. Nicole Morris, Instructional Aide, approve up to 1 temporary hour per week to assist with the Learning Together Program, effective October 14, 2013 through June 6, 2014, to be paid at Classified Range 6, Step E from the General Fund.
 11. Sheri Rice and Calvin Ross, Instructional Aides, approve up to 18 hours per week to substitute for each other in the event of absence, effective September 25, 2013 to be paid at their appropriate Range/Step from the General Fund.
 12. Erika Rodas, General Clerk, approve up to 17 temporary hours total to process additional textbook orders, effective September 3, 2013 through September 30, 2013 to be paid at Classified Range 9, Step E from the General Fund.
 13. Erika Rodas, Health Clerk Substitute, approve up to 10 hours per week to assist with the Health Clerk duties as the Health Clerk assists with Food Services duties, effective September 6, 2013 through November 6, 2013 to be paid at Classified Range 9, Step E from the General Fund.

Dana

14. Marco Chavez, Custodian/Groundskeeper, approve up to 5 overtime hours for custodial support for the Dana Middle School Spooktacular event, effective October 25, 2013 to be paid at his appropriate Range/Step from Dana Donation Funds.
15. Janelle Cowan, Health Clerk, approve up to 10 temporary hours for extra time needed to prepare for 6th grade camp, effective September 2013 through October 2013 to be paid at Classified Range 2, Step B from 6th Grade Camp Funds.
16. Denise Galvan, Instructional Aide, approve up to 20 temporary hours to process the 2013-14 school year, effective October 8, 2013 through December 31, 2013 to be paid at Classified Range 6, Step E from the General Fund – EL Funds.
17. Paulette Sullivan, Food Service Clerk, approve up to 12.5 part-time hours as a part-time food services clerk, effective October 21, 2013 to be paid at Classified Range 1, Step A from the General Fund. Ms. Sullivan replaces Asma Mansour.

On a motion by Mr. Mora, which was seconded by Mr. Curtis, the Board voted 4-0 to ratify Kevin Corrinet as the Dana Middle School Athletic Facilities Coordinator, effective October 2013 through June 2014 at an approximate cost of \$2,500 to be paid from Gym Fees.

M13.165
Additional Hours –
Classified (Cont'd.)

M13.166
Athletic Facilities
Coordinator

On a motion by Mr. Mora, which was seconded by Mr. Curtis, the Board voted 4-0 to ratify the following coaches at Dana Middle School for the 2013-14 school year, effective September 1, 2013 through their effective dates, to be paid a total stipend of \$500 each to be paid from Gym Fees:

M13.167
Dana Middle School
Intramural Coaches

- Ted Okasinski, Cross Country Coach through 11/30/13
- Scott Nguyen, Football Coach through 11/30/13
- Kevin Hayakawa, Football Coach through 11/30/13
- Art Rodriguez, Marathon Coach through 3/30/14
- Kevin Hayakawa, Marathon Coach through 3/30/14
- Catherine Svorinich, Volleyball Coach through 12/20/13
- Kiana Brede, Volleyball Coach through 12/20/13

M13.167
Dana Middle School
Intramural Coaches
(Cont'd.)

On a motion by Mr. Mora, which was seconded by Mr. Curtis, the Board voted 4-0 to ratify Maria Garcia as the Common Core Math Coordinator to provide training to Dana Middle School Mathematics Department monthly and supported by classroom visits and coaching in Common Core, effective September 25, 2013 through June 13, 2014 to be paid a stipend of \$2,500 from Dana Donation Funds.

M13.168
Common Core Math
Coordinator

On a motion by Mr. Mora, which was seconded by Mr. Curtis, the Board voted 4-0 to ratify the following teachers to participate in the Common Core Transition Committee to provide professional leadership in mapping the curriculum to State standards, effective September 2013 through June 2014 at a cost not to exceed \$600 each to be paid at \$30 per hour and 20 hours total each to be paid from Common Core Funds:

M13.169
Common Core Training
Attendees

ELA

Karen Arias
Stacy Bellante
Tara Carne
Glafy Carr
Jordan Hayes
Karen Hitchens

Jami Kae
Melissa Matthias
Cara Nakama
Heidi Obermeyer
Michael Spiwak
Tanya Woodward

Math

Liza Downer
Greg Foxman
Karen Fraser
Liza Hough
Terry Johnstone
Shannon Kuhn

Katie Nelson
Keith Pittluck
Kristy Sullivan
Jeanne Sutton
Sylvia Wagner
Celine Wong

On a motion by Mr. Mora, which was seconded by Mr. Curtis, the Board voted 4-0 to ratify Emily Witkowski, a long-term substitute teacher, to attend the Common Core Professional Development Training to be held October 18, 2013 and to be paid at her appropriate daily sub rate from the General Fund.

M13.170
Common Core Attendee

On a motion by Mr. Mora, which was seconded by Mr. Curtis, the Board voted 4-0 to ratify the following participants in an Instructional Aide Training, effective September 2, 2013 to be paid at each participant's appropriate Range/Step for up to 6 hours each from the General Fund:

M13.171
Instructional Aide
Training

Juanita Garcia
Ana Rosa Contreras
Karen Welker
Mary Penna
Lucy Rodriguez
Julie Espinosa
Cindy Sandbakken
Asma Mansour
Corrine Mills
Denise Galvan
Carolina Martinez

Armando Zepeda
Margaret Patterson
Bonnie Ladendecker
Denise Major
Nicole Morris
Helen Legaspi
Jennifer Donis
Stephen LaCour
Lissett Campos
Sasha Avila

Daysi Castro
Lauri Chipeco
Marge Lawson
Devon Cervantes
Ellen Pope
Mary Grace Grammatico
Nelly Niebla
Indu Bhardwaj
Michelle Sisracon
Calvin Ross

On a motion by Mr. Mora, which was seconded by Mr. Curtis, the Board voted 4-0 to ratify the proposed following Activity Stipends, effective September 1, 2013 through June 20, 2014:

M13.172
ASB Activity Stipends

- Deanna Ableser – Drama Coordinator - \$500
- Art Rodriguez – Video Yearbook Coordinator - \$500

On a motion by Mr. Mora, which was seconded by Mr. Curtis, the Board voted 4-0 to ratify the following Southwest SELPA Consultant for the 2013-14 school year:	M13.173 SW SELPA Consultant
<ul style="list-style-type: none"> • <u>Fagen, Friedman and Fulfrost</u>, as a consultant for legal services, effective July 1, 2013 through June 30, 2014, not to exceed \$20,000 to be paid from Southwest SELPA Funds. 	
The Board entered closed session at 8:40 p.m. and reconvened at 9:50 p.m.	Closed Session
On a motion by Mr. Curtis, which was seconded by Mr. Mora, the Board voted 4-0 to accept the resignation of the following classified personnel per their effective dates:	M13.174 Resignation - Classified
<ul style="list-style-type: none"> • Veronica Leeder, Noon Duty – September 30, 2013 • Ivette Fuentes, Instructional Aide – October 4, 2013 	
On a motion by Mr. Curtis, which was seconded by Mr. Mora, the Board voted 4-0 to ratify Ayana Cadres Guidera as a full-time school psychologist, effective October 3, 2013, to be paid on the School Psychologist Salary Schedule at Step 3. Ms. Cadres Guidera is eligible for full benefits and this is a certificated position to be paid from the General Fund.	M13.175 School Psychologist
On a motion by Mr. Curtis, which was seconded by Mr. Mora, the Board voted 4-0 to ratify Danicka Jensen as a part-time RSP teacher assigned to Juan Cabrilo School, effective October 17, 2013. She will work 10 hours per week and will also provide support to the Reading Intervention Program. Ms. Jensen will be placed on the Certificated Salary Schedule at Column I, Step 1 and this position is not eligible for benefits, to be paid from the General Fund. Ms. Jensen will also be placed on the Substitute List.	M13.176 Part-Time RSP Teacher
On a motion by Mr. Curtis, which was seconded by Mr. Mora, the Board voted 4-0 to ratify Kim Wood as an On-Call Substitute Teacher, effective October 18, 2013, to be paid at \$115 per day from the General Fund.	M13.177 On-Call Substitute Teacher
On a motion by Mr. Curtis, which was seconded by Mr. Mora, the Board voted 4-0 to ratify the employment of a short-term employee, as permissible under Education Code, effective October 23, 2013 through January 31, 2014, not to exceed 90 hours. This short-term employee will assist with Dana Middle School Gym custodial duties as a part of a pilot program to improve support staffing/operations for gym use by outside agencies.	M13.178 Short-Term Employee
On a motion by Mr. Curtis, which was seconded by Mr. Mora, the Board voted 4-0 to ratify the employment of Jose A. Briseno, a Short-Term Employee, to provide custodial support to the facilities use of the gym / classrooms, etc., effective October 23, 2013 through January 31, 2014 for 6 temporary hours per week, to be paid at Classified Range 3, Step A from Gym Fees.	M13.179 Short-Term Employee – Jose A. Briseno
Mr. Bañuelos moved and Mr. Curtis seconded that the meeting be adjourned at 9:52 p.m. Motion carried 4-0.	Adjournment
The next Regular Meeting of the Board of Trustees will be held Thursday, November 14, 2013, at 7:00 p.m. in the Guerrero Multi-Purpose Room at Juan de Anza School.	

Roger Bañuelos
Clerk of the Board

Tom Johnstone
Secretary of the Board