

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

**September 24, 2015**

The Regular Meeting of the Board of Trustees was called to order at 6:37 p.m. by Roger Bañuelos, President, in the District Board Room. Call to Order

Members present: Roll Call  
Roger Bañuelos                      Neil Goldman  
JoAnne Kaneda                      Nelson Martinez  
Israel Mora

Administrators present:  
Dr. Thomas R. Johnstone, Superintendent  
Dr. Chris Jones, Deputy Superintendent  
Mr. Vince Madsen, Director of Facilities Planning  
David Wilson, Chief Business Official

The Board entered closed session at 6:37 p.m. and reconvened at 7:40 p.m. There was no reportable action during Closed Session. Closed Session

The Pledge of Allegiance to the Flag was led by Mr. Christian Vasquez.

Dr. Matthew Wunder provided the Board with a brief update on the Da Vinci Extension Program through UCLA Extension. This program is free to 5<sup>th</sup> year Da Vinci students and there are 35 students enrolled in the program. Students participate in internships during the day and take classes in the evening. Currently two courses are being offered, one in Philosophy and one in Cultural Anthropology. The DVX program is off to a great start. From the Public

Dr. Goldman shared that he was extremely impressed with the Back to School Nights at Dana Middle School and Juan Cabrillo and he shared that he was very sorry to miss Juan de Anza and Peter Burnett Back to School Nights. He shared that it is extremely inspiring for him to be back working with everybody within the District. From the Board

In closing, Dr. Goldman expressed his appreciation to Nelson and Helen Martinez for hosting the Wiseburn Education Foundation Meet and Greet. The Meet and Greet was very successful and was a wonderful gathering of the community.

Ms. Kaneda shared that her son, Andy, who graduated from Dana Middle School approximately 10 years ago left for Cal Poly San Luis Obispo again this month. Before he left, Ms. Kaneda and Andy went through much of his memorabilia from his years in Wiseburn. She expressed that these memories were like golden building blocks and expressed that she is very appreciative of the wonderful education that her two sons got in Wiseburn and that they are now very successful college students.

Mr. Martinez thanked Dr. Johnstone and Terry Johnstone for their hospitality with the Annual Board Barbecue. He commented on the great turnouts at all of the Back to School Nights and how wonderful all of the schools look.

In closing, he thanked everybody who attended the Wiseburn Education Foundation event at his house and expressed optimism with the very positive unity theme.

Mr. Mora thanked the Juan Cabrillo and Dana Middle School staffs for outstanding Back to School Nights, and he thanked Mr. Martinez for hosting the Wiseburn Education Foundation event.	From the Board (Cont'd.)
Mr. Bañuelos thanked all the Wiseburn teachers for the wonderful energy that they put into the start of the school year and the Back to School Nights. He thanked Dr. Johnstone and Mr. Martinez for hosting the Board Barbecue and the Wiseburn Education Foundation event.	
Mr. Wilson shared that the state economic picture for the month of August continues to be strong with \$108,000,000 in revenues above the budget and for the year. The annual budget is running 3.5% ahead of projections.	From the Chief Business Official
In closing, Mr. Wilson shared that the auditors will be coming in October to audit the 2014-15 actuals and that the audit report will be approved by the Board in December.	
Dr. Jones turned his time over to Gloria White, the Da Vinci / Wiseburn Unified School District Data and Accountability Coordinator, and Steve Taylor from Schoolzilla. Gloria and Steve provided the Board with an overview of the Schoolzilla Data Warehouse and reporting platform. Schoolzilla is one of the most sophisticated and efficient student information tracking systems that has the capability of tracking students throughout their entire education career from preschool through college. The motto of Schoolzilla is "Use data to run great schools." Schoolzilla started in Aspire Charter Schools two and a half years ago and has evolved into a program that is now being used by districts throughout the country. Schoolzilla provides teachers with the ability to drill down and pinpoint areas of student strength and weakness to inform intervention strategies. This information can provide early warning signs for students in need of intervention and provides administrators with excellent grade distributions. The Schoolzilla program will be rolled out in both Wiseburn and Da Vinci schools in the fall of 2016.	From the Deputy Superintendent
Mr. Madsen provided the Board with a brief recap of the Wednesday work session on the high school project and provided the Board with recommendations on apparent low bidders.	From Director of Facilities Planning
In the interest of time, Dr. Johnstone waived his report.	From the Superintendent
On a motion by Ms. Kaneda, which was seconded by Mr. Martinez, the Board voted unanimously to approve the minutes of the Regular meeting held September 10, 2015.	M15.125 Minutes
On a motion by Mr. Martinez, which was seconded by Ms. Kaneda, the Board voted unanimously to approve an agreement with the law firm of Atkinson, Andelson, Loya, Ruud & Romo to provide legal services to the District, not to exceed \$100,000, effective August 1, 2015 through July 31, 2017. This is for a two-year period of time.	M15.126 Legal Services - AALRR
On a motion by Ms. Kaneda, which was seconded by Dr. Goldman, the Board voted unanimously to adopt Resolution #15/16.04, Textbook and Instructional Materials Compliance for 2015-16.	M15.127 Resolution #15/16.04, Textbook and Instructional Materials Compliance 2015-16
On a motion by Ms. Kaneda, which was seconded by Mr. Martinez, the Board voted unanimously to approve a contract with Diabetes Camping and Educational Services, Incorporated for the rental of Camp-Conrad-Chinnock for the 2015-16 school year for Dana Middle School sixth grade students at a cost of \$13,843. This is a parent-paid event. There was no increase from the 2014-15 school year.	M15.128 Camp-Conrad-Chinnock

On a motion by Mr. Martinez, which was seconded by Ms. Kaneda, the Board voted unanimously to approve the Tentative Agreement with the Wiseburn Faculty Association, effective July 1, 2015 through June 30, 2016.	M15.129 WFA Tentative Agreement
On a motion by Mr. Martinez, which was seconded by Mr. Mora, the Board voted unanimously to approve a two-year agreement between Wiseburn Unified School District and Schoolzilla to provide a cloud-based data warehouse and reporting solution, effective October 1, 2015 at a total cost of \$85,441 to be paid from Measure CL Funds.	M15.130 Schoolzilla
The cost for Year 1 will be \$55,096 and the cost for Year 2 will be \$30,345. All costs are to be split 50/50 with Da Vinci Schools and the Wiseburn costs are within budgeted amounts within Measure CL (line 18 or \$30,000 annually) Funds.	
On a motion by Mr. Mora, which was seconded by Ms. Kaneda, the Board voted unanimously to approve an agreement with the Westchester YMCA to provide a Youth Fitness Program for the 3 <sup>rd</sup> , 4 <sup>th</sup> and 5 <sup>th</sup> grades at Peter Burnett School from September 14, 2015 through June 10, 2016 at a total cost not to exceed \$29,712 to be paid from the General Fund.	M15.131 Westchester YMCA – Burnett
On a motion by Mr. Martinez, which was seconded by Dr. Goldman, the Board voted unanimously to approve the proposal for fencing and site facilities from United Site Services in an amount not to exceed \$40,000 to be paid from Bond Fund 21.4 – Measure AA.	M15.132 United Site Services
On a motion by Mr. Martinez, which was seconded by Ms. Kaneda, the Board voted unanimously to approve an agreement from Ninyo & Moore in an amount not to exceed \$359,008 for special inspection and testing services for the New Wiseburn High School Project to be paid from Bond Fund 21.4.	M15.133 Ninyo & Moore
On a motion by Mr. Martinez, which was seconded by Ms. Kaneda, the Board voted unanimously to approve an increase to ARC Document Solutions to provide printing and reprographics services along with hosting a public plan room for bidding purposes for the New Wiseburn High School Project in an amount not to exceed \$3,000 to be paid from Bond Fund 21.4.	M15.134 ARC Document Solutions
On a motion by Mr. Bañuelos, which was seconded by Ms. Kaneda, the Board voted unanimously to approve the “Apparent Low Bidder” for bid package 2 through 10, 12 through 16, 18, 19, 21, 28 and 31 for the New Wiseburn High School Project. These trade contracts will be paid from Fund 35.1.	M15.135 Apparent Low Bidder
The item related to approving Amendment No. 1 to the Construction Management (At-Risk) Services Agreement with Balfour Beatty Construction, LLC dated May 28, 2015 to establish the Guaranteed Maximum Price for Construction Management (At-Risk) Services for the New Wiseburn High School Project was tabled for further discussion.	Item tabled.
On a motion by Mr. Mora, which was seconded by Mr. Martinez, the Board voted unanimously to approve an agreement with School Grant Services, LLC, on behalf of the Beachfront Consortium, at a total cost not to exceed \$1,800 to provide technical assistance to members of the Beachfront Consortium for the 2015-16 school year.	M15.136 School Grant Services
On a motion by Mr. Martinez, which was seconded by Mr. Mora, the Board voted unanimously to approve the District’s agreement with American Fidelity to provide reporting services to both employees and the IRS regarding employee access to Minimal Essential Coverage under Internal Revenue Code (IRC) Section 6055 and, with respect to full time employees as defined by the Affordable Care Act, information of an offer of adequate and affordable coverage under IRC 6056, effective September 24, 2015 through September 23, 2016 with an estimated cost for the initial term is \$1,750 plus an additional \$995 annual fee for each applicable reporting year.	M15.137 American Fidelity

On a motion by Mr. Mora, which was seconded by Mr. Martinez, the Board voted unanimously approve two contracts with STAR Education for GATE services – one for elementary-aged services and one for middle school-aged services, effective October 28, 2015 through March 16, 2016 for the elementary services at an approximate cost of \$18,800 and effective February 1, 2016 through March 10, 2016 at an approximate cost of \$6,500 for the middle school services to be paid from the General Fund.

M15.138  
STAR Contracts

On a motion by Mr. Mora, which was seconded by Dr. Goldman, the Board voted unanimously to approve purchase orders #106076-106339, warrants and miscellaneous receipts as submitted.

M15.139  
Purchase Orders,  
Warrants and  
Miscellaneous Receipts

On a motion by Mr. Mora, which was seconded by Ms. Kaneda, the Board voted unanimously 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:

M15.140  
Conference Attendance

1. Mary Nies at the CUE Conference in Palm Springs on March 18-21, 2015 for an additional amount of \$269 to be paid from Measure CL Funds.
2. Dee Dee Zirbel, Liza Hough, Lissette Ochoa, Cara Nakama and Jennifer Williams at Cotsen’s “Visit Weaver School” in Los Alamitos on September 4, 2015 at an approximate cost of \$460 to be paid from Cotsen Funds.
3. Debra Davis and Stefanie Rushatakankovit at the Southwest SELPA’s “Intro to SEIS” in Redondo Beach on September 10, 2015 at an approximate cost of \$115 to be paid from Special Education Funds.
4. Karla Traylor at LAUP’s “Provider Network Meeting” in Lakewood on September 14, 2015 at no cost to the district.
5. Cathy Waller at LACOE’s “Custody-Enrollment-Residency: Student Records” in Downey on September 23, 2015 at an approximate cost of \$45 to be paid from Special Education Funds.
6. Elisa M. Lopez at the SELPA’s “Administrative Designee IEP Training” in Redondo Beach on September 29, 2015 at no cost to the district.
7. Crystal Clark, JoAnn Kryske, Helen Legaspi and Stefanie Rushatakankovit at the Southwest SELPA’s “NCI Refresher / PBIS Key Points” in Redondo Beach on September 30, 2015 at approximately \$120 to be paid from Special Education Funds.
8. Alyssa Zepeda and Elisa M. Lopez at the Southwest SELPA’s “NCI Training” in Redondo Beach on October 7, 2015 and October 14, 2015 at an approximate cost of \$170 to be paid from Special Education Funds.
9. Adriana Castaneda at LAUP’s “LAUP Teacher Institute” in Pasadena on October 7, 2015, November 4, 2015 and December 2, 2015 at no cost to the district.
10. Karla Traylor at LAUP’s “Teacher Institute” in Baldwin Park on October 8, 2015, November 5, 2015 and December 3, 2015 at no cost to the district.
11. Jorge Paz at CASC’s “School Counselors & Leading Students to the Next Level” in Riverside on October 9, 2015 at an approximate cost of \$357 to be paid from the General Fund.
12. Monica Rios at LAUP’s “LAUP Teacher Institute” in Carson on October 9, 2015, November 6, 2015 and December 4, 2015 at no cost to the district.
13. Jorge Paz at the Southwest SELPA’s “Dialectical Behavior Therapy” in Redondo Beach on October 20, 2015 at an approximate cost of \$25 to be paid from Anza Site Funds.
14. Blanca Carrillo at the Southwest SELPA’s “NCI Training” in Redondo Beach on October 22, 2015 and October 29, 2015 at an approximate cost of \$150 to be paid from Special Education Funds.
15. Paula Meyer at LACOE’s “1099 Processing” in Downey on October 28, 2015 at an approximate cost of \$17 to be paid from the General Fund.
16. Jennifer Fisher and Sharon Azmon at Atkinson, Andelson, Loya, Ruud & Romo’s “2015 Education Law Conference” in Cerritos on November 17, 2015 at an approximate cost of \$143 to be paid from Southwest SELPA Funds.
17. Indu Bhardwaj, Maria Carmen Medina and Joy Yamane at the Southwest SELPA’s “NCI

- Training” in Redondo Beach on November 18, 2015 at an approximate cost of \$290 to be paid from Special Education Funds.
18. Lauri Chipeco and Theresa Warlich at the Southwest SELPA’s “NCI Training” and “Enhanced Verbal Intervention” in Redondo Beach on January 13, 2016 at an approximate cost of \$50 to be paid from Special Education Funds.
  19. Janae Jeffery at the Southwest SELPA’s “NCI Training” in Redondo Beach on March 15, 2016 at an approximate cost of \$150 to be paid from Special Education Funds.
  20. Candyse Crow, Vivianna Coe, Blake Silvers, Cathy Waller, Kiana Brede, Lisa Wilberg, Sarah Nitsos, Chris Jones and Tom Johnstone at the Talking Teaching Conference in Oxnard on July 14-15, 2014 for an additional amount of \$771 to be paid from Title II Funds.
  21. Dr. Tom Johnstone and Vince Madsen at Community Schools Summit’s “2014 Green California Schools” in Pasadena on November 4, 2014 for an additional cost of \$408 to be paid from the General Fund.

M15.140  
Conference Attendance  
(Cont’d.)

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

M15.141  
Additional Hours –  
Classified

District

1. Michelle Sisracon, Denise Major, Denise Galvan, Hilda Arias, Bernadine Murphy, Carmen Medina, Asma Mansour and Helen Legaspi approve up to 3 temporary hours total each to provide child care serves for Back to School Night at Anza, effective September 9, 2015 to be paid at their appropriate Range/Step from the General Fund.
2. Michelle Sisracon, Denise Major, Karen Welker, Dinah Grajales, Cindy Sandbakken and Celenia Barbosa approve up to 3 temporary hours total each to provide child care serves for Back to School Night at Burnett, effective September 3, 2015 to be paid at their appropriate Range/Step from the General Fund.
3. Denise Major, Consuelo Moreno, Sandy Attaalla and Cheryl Moore approve up to 3 temporary hours total each to provide child care serves for Back to School Night at Dana Middle School, effective September 17, 2015 to be paid at their appropriate Range/Step from the General Fund.
4. Susan Fowler, General Clerk, approve up to 30 temporary part-time hours in total to provide support to input student data into new CDC software and to assist in processing free and reduced applications, effective September 1, 2015 through October 31, 2015 to be paid at Classified Range 1, Step B between Cafeteria and WCDC Funds.
5. Marco Chavez, Custodian/Groundskeeper, approve up to 4 temporary overtime hours to provide support in absence of regular custodian, effective September 11, 2015 to be paid at his appropriate Range/Step from the General Fund.
6. Todd Houzvicka and Anthony Bullocks, Custodian/Groundskeeper, approve up to 4 temporary hours in total to cover for the evening shift in the absence of the regular custodian, effective September 11, 2015 to be paid at their appropriate Range/Step from the General Fund.

Anza

7. Archana Prasad, Instructional Aide, approve an increase from 15 hours per week to 17.5 hours per week to support a student with an IEP, effective August 31, 2015 through June 20, 2016 to be paid at her appropriate Range/Step from Special Education Funds.
8. Indu Bhardwaj, Caroline Collins, Archana Prasad, Alyssa Zepeda, Blanca Carrillo, Maria Carmen Medina, Melissa Wenzel, Theresa Eric Mendoza, Instructional Aides, approve up to 3 extra hours per day split as needed to provide support to students with IEPs, effective September 2, 2015 to be paid at their appropriate Range/Step from Special Education Funds.
9. Dana O’Dell, D’Ann Ida and Rumpai Rushatanakovit, Food Service, approve up to 3 temporary extra hours per day to provide support in the absence of other employees due to illness, vacation or PN time, effective September 2, 2015 through June 20, 2016 to be paid at each person’s appropriate Range/Step from Cafeteria Funds.
10. Indu Bhardwaj, Caroline Collins, Maria Carmen Medina, Archana Prasad, Blanca

- Carrillo, Helen Legaspi, Theresa Warlich, JoAnn Kryske, Lauri Chipeco, Melissa Wenzel and Alyssa Zepeda, Instructional Aides, approve 3 extra temporary hours per day as needed to provide coverage for each other during absence, effective September 2, 2015 through June 20, 2016 to be paid at each person's appropriate Range/Step from Special Education Funds.
11. Indu Bhardwaj, Caroline Collins, Maria Carmen Medina, Archana Prasad, Blanca Carrillo, Helen Legaspi, Theresa Warlich, JoAnn Kryske, Lauri Chipeco, Melissa Wenzel, Barbara Greene, Corrine Mills, Irene Umbarger, Asma Mansour, Luverne Mason and Alyssa Zepeda, Instructional Aides, approve up to 15 temporary part-time hours per year each as needed to attend meetings and/or accompany students on field trips, effective September 2, 2015 through June 20, 2016 to be paid at their appropriate Range/Step from Special Education Funds.
  12. Kathy Pittluck, Reading Intervention Advisor, approve up to 9 hours per week, plus 15 total hours prep time to provide after-school support for Anza students K-5 experiencing difficulties with reading skills, effective September 21, 2015 through May 31, 2016 to be paid at her appropriate Range/Step from Supplemental Funds.
  13. Noemi Galindo, Instructional Aide, approve up to 3 temporary hours per day extra to assist ELD teacher with testing and servicing of students, effective September 2, 2015 to be paid at her appropriate Range/Step from Supplemental Funds.
  14. Eric Mendoza, Carmen Medina, Asma Mansour, Irene Umbarger, Corrine Mills, Theresa Warlich and Barbara Greene, Instructional Aides, approve up to 3 extra hours per day to be split equally as needed to assist classroom teachers, effective September 8, 2015 to be paid at each person's appropriate Range/Step from the General Fund.
  15. Yesenia Luna, Instructional Aide, approve up to 15 hours per week, plus occasional extra hours for meetings. Ms. Luna replaces Wendy Alvarez who resigned. Ms. Luna is effective September 14, 2015 through June 20, 2016 and is to be paid at Classified Range 6, Step A from Special Education Funds.

#### Burnett

16. Bianca Garcia, Instructional Aide, approve up to 19.75 hours per week to assist students and teachers with classroom instruction, effective September 4, 2015 through June 17, 2016 to be paid at Classified Range 6, Step A from the Supplemental Funds.
17. Nicole Morris, Instructional Aide, approve up to 19.75 temporary hours to set up for library, create library schedule and assist students with AR, effective August 24, 2015 through December 17, 2015 to be paid at Classified Range 6, Step E from the General Fund.
18. Breana Contreras, General Clerk, approve a block of 24 hours to order, count and distribute books and materials to certificated staff, effective August 24, 2015 through September 15, 2015 to be paid at Classified Range 9, Step 2 from the General Fund.

#### Cabrillo

19. Estella Juarez, School Secretary, approve up to 40 temporary overtime hours to provide support to Program Specialist, Director of Psychological Services and Deputy Superintendent, as these offices are temporarily housed at Cabrillo, effective September 1, 2015 through June 30, 2016 to be paid at Classified Range 1, Step E from the General Fund.
20. Jamie Ehring, Health Clerk, approve up to 25 temporary hours to input medical information into PowerSchool for the 2015-16 school year, effective August 31, 2015 through October 31, 2015 to be paid at Classified Range 2, Step E from the General Fund.
21. Lupe Montalvan, General Clerk, approve up to 80 temporary hours to provide assistance to front office for the first month of school, effective August 31, 2015 through September 30, 2015 to be paid at Classified Range 9, Step E from the General Fund.
22. Lupe Montalvan and Jamie Ehring, General Clerk and Health Clerk, approve additional hours to cover in absence of secretary, effective September 1, 2015 through June 30, 2016 to be paid at their appropriate Range/Step from the General Fund.
23. Erica Marshall, Instructional Aide, approve up to 20 temporary hours as needed to load and unload clay pieces from the kiln, effective September 2015 through June 2016 to be paid at Classified Range 6, Step E from the General Fund.

24. Nancy Melendres, Instructional Aide & Noon Duty Supervisor, approve up to 15 hours as instructional aide and 7.5 hours as Noon Duty Supervisor to replace Mary Pellican as Title I aide, effective September 8, 2015 to be paid at her appropriate Range/Step from Title I Funds/General Fund. M15.141  
Additional Hours –  
Classified (Cont'd.)
25. Irene Vallejo, Instructional Aide & Noon Duty Supervisor, approve up to 12 hours as instructional aide and 7.5 hours as Noon Duty Supervisor, effective September 8, 2015 to be paid at her appropriate Range/Step from Title I Funds/General Fund.
26. Karen Welker, Instructional Aide, approve up to 30 temporary hours to run off reading/math assessments and writing assessments for grades K-2 for each trimester, effective September 2015 through May 2016 to be paid at Classified Range 6, Step E from the General Fund.

Dana

27. Lisa Fleck-Smith, School Secretary, approve 16 overtime hours to support registration and summer prep work, effective August 1, 2015 through August 31, 2015 to be paid at her appropriate Range/Step from the General Fund.
28. Martha Arevalo and Lisa Fleck-Smith, General Clerk and School Secretary, approve up to 20 temporary hours per employee for extended office hours due to special events and/or emergencies, effective August 31, 2015 through June 16, 2016 to be paid at each person's appropriate Range/Step from the General Fund.
29. Hilda Arias, Madelyn Attaalla, Daysi Castro-Lopez, Lucy DeRodriguez, Linda Dominetta, Michelle Garcia, Abigail Guadron, Angela Guitierrez, Mayra Leyva, Patricia Moreno, Michelle Sisracon, Chhary Tep, Lauren Torres, Armando Zepeda, Instructional Aides, approve up to 3.5 hours per day per employee as needed for purposes of substitution, effective September 4, 2015 through June 20, 2016 to be paid at each person's appropriate Range/Step from the General Fund.
30. Sandra Colindres, Daniel Espinoza, Gloria Fraire, Deborah Garcia, Gabriela Medina, Mark Rehbein and Cindy Reina, Noon Duty Supervisors, approve up to 10 additional hours per person for special events or emergencies, effective August 31, 2015 through June 16, 2016 to be paid at each person's appropriate Range/Step from the General Fund.
31. Sue Daniels, Computer Aide, approve up to 10 temporary hours total to assist with AR preparation with Google accounts per Dr. Jones, effective August 21, 2015 through August 29, 2015 to be paid at Classified Range 6, Step E from the General Fund.
32. Sue Daniels, Computer Aide, approve up to 9 temporary hours total for Merit (Positive Behavior Support) input into computer system per student, effective August 21, 2015 through August 29, 2015 to be paid at Classified Range 6, Step E from Supplemental Funds.
33. Theresa Rehbein, Instructional Aide, approve up to 30 temporary hours total to assist with Summer Institute and professional development prep, effective August 21, 2015 through August 28, 2015 to be paid at Classified Range 6, Step E from the General Fund.
34. Paulette Sullivan, Health Clerk, approve up to 15 temporary hours total to help with incoming calls and records regarding Tdap vaccinations, plus computer input, effective August 26, 2015 through August 28, 2015 to be paid at Classified Range 2, Step B from the General Fund.
35. Madelyn Attaalla, Instructional Aide, approve up to 19.75 hours per week to replace Monica Ward, effective August 31, 2015 through June 16, 2016 to be paid at Classified Range 6, Step C from Special Education Funds.
36. Daisy Casto-Lopez, Instructional Aide, approve up to 17.5 hours per week to replace Sasha Avila, effective August 31, 2015 through June 16, 2016 to be paid at Classified Range 6, Step D from Special Education Funds.
37. Michelle Garcia, Instructional Aide, approve up to 16.25 hours per week to replace Martha Prieto, effective August 31, 2015 through June 16, 2016 to be paid at Classified Range 6, Step E from Special Education Funds.
38. Abigail Guadron, Instructional Aide, approve up to 15 hours per week as a one-on-one aide, effective August 31, 2015 through June 16, 2016 to be paid at Classified Range 6, Step A from Special Education Funds.
39. Angela Guitierrez, Instructional Aide, approve up to 16.25 hours per week as a one-on-one aide, effective August 31, 2015 through June 16, 2016 to be paid at her appropriate

- Range/Step from Special Education Funds.
40. Chhary Tep, Instructional Aide, approve up to 16.25 hours per week as an Instructional Aide at Dana Middle School, effective August 31, 2015 through June 16, 2016 to be paid at Classified Range 6, Step A from Special Education Funds.
  41. Lauren Torres, Instructional Aide, approve up to 16.25 hours per week as a one-on-one aide, effective August 31, 2015 through June 16, 2016 to be paid at Classified Range 6, Step A from Special Education Funds.
  42. Daisy Castro Lopez, Instructional Aide, increase hours by .25 hours per day to provide service to a special needs student, effective September 4, 2015 through June 16, 2016 to be paid at Classified Range 6, Step D from Special Education Funds.

On a motion by Mr. Mora, which was seconded by Ms. Kaneda, the Board voted unanimously to ratify all Dana Middle School certificated teaching staff as participants – approximately 40 staff members – in the Dana Middle School Summer Institute, effective August 25, 2015 to be paid \$30 per hour for up to 6 hours each, not to exceed approximately \$7,200 total, to be paid from the General Fund. M15.142  
Dana Summer Institute

On a motion by Mr. Mora, which was seconded by Ms. Kaneda, the Board voted unanimously to approve Debra Davis as a Partner Teacher with Elizabeth Gonzalez for 2015-16, for a yearly stipend of \$500 – prorated to \$50 per month – to be paid from the General Fund. M15.143  
Partner Teacher

On a motion by Mr. Mora, which was seconded by Ms. Kaneda, the Board voted unanimously to approve the following employees as Teachers in Charge for the 2015-16 school year, effective September 2015 through June 2016 to be paid a stipend of \$1,000 pro-rated to ten monthly increments of \$100 to be paid from the General Fund: M15.144  
Teachers in Charge

- Anza – Karen Arias
- Burnett – Dorothy Sweeney
- Cabrillo – Michael Spiwak

On a motion by Mr. Mora, which was seconded by Ms. Kaneda, the Board voted unanimously to ratify Group Advancement on the Certificated Salary Schedule for Patricia Lonergan to Group II, effective August 31, 2015. M15.145  
Group Advancement

On a motion by Mr. Mora, which was seconded by Ms. Kaneda, the Board voted unanimously to approve Kevin Corrinet as the Dana Middle School Athletic Facilities Coordinator, effective October 2015 through June 16, 2016 at an approximate cost of \$2,500 to be paid from Gym Fees. M15.146  
Athletic Facilities  
Coordinator

On a motion by Mr. Mora, which was seconded by Ms. Kaneda, the Board voted unanimously to ratify the following coaches at Dana Middle School for the 2015-16 school year, per their effective dates, to be paid a total stipend of \$500 each to be paid from Gym Rental Fees: M15.147  
Dana Intramural Coaches

- Alvin Alvarez, Flag Football Coach, 9/11/15 through 6/30/16
- Kiana Brede, Volleyball Coach, 9/11/15 through 6/30/16
- Catherine Ruvalcaba, Volleyball Coach, 9/11/15 through 6/30/16
- Luis Gamez, Cross Country Coach, 9/11/15 through 6/30/16

On a motion by Mr. Mora, which was seconded by Ms. Kaneda, the Board voted unanimously to ratify a block of up to 194 extra hours for the 2015-16 school year for Patricia Lonergan, EL Teacher. These are extra hours four days per week to work with English Language Development students, effective September 14, 2015 through June 20, 2016 to be paid \$30 per hour from Supplemental Funds. M15.148  
Additional Hours - EL

<p>On a motion by Mr. Mora, which was seconded by Ms. Kaneda, the Board voted unanimously to approve Iiona Grothe and Irene Vallejo 6 temporary additional hours per week to be paid at \$30 per hour, effective September 2015 through June 2016 to be paid from Supplemental Funds.</p>	<p>M15.149 Extra Assignment – Reading Intervention</p>
<p>On a motion by Mr. Mora, which was seconded by Ms. Kaneda, the Board voted unanimously to approve a contract with Administrative Services Cooperative for Special Education transportation services, effective July 1, 2015 through June 30, 2016 not to exceed a total of \$40,000 to be paid from Special Education Funds, and an Individual Service Agreement to allow two special needs students to be transported to a specialized program.</p>	<p>M15.150 Administrative Services Cooperative</p>
<p>On a motion by Mr. Mora, which was seconded by Ms. Kaneda, the Board voted unanimously to approve an agreement with First Student Transportation Services for transportation services for a Special Education student enrolled within the Wiseburn Unified School District boundaries attending a Special Education Transition Program during the 2015 Extended School Year (ESY) period at Switzer Learning Center to be paid from Special Education Funds, not to exceed \$7,500.</p>	<p>M15.151 First Student Transportation Service</p>
<p>On a motion by Mr. Mora, which was seconded by Ms. Kaneda, the Board voted unanimously to ratify additional funds to a Master &amp; Individual Service Agreement effective July 1, 2015 through June 30, 2016 with the following Non-Public Agency for services and possible evaluations for special needs students enrolled within the Wiseburn Unified School District boundaries, to be paid from Special Education Funds:</p>	<p>M15.152 Switzer Learning Center</p>
<ul style="list-style-type: none"> <li>• Switzer Learning Center, Non-Public School - \$29,400</li> </ul>	
<p>On a motion by Mr. Mora, which was seconded by Ms. Kaneda, the Board voted unanimously to approve participation of Dana Middle School students, district staff and consultants in the following programs:</p>	<p>M15.153 Parent-Pay Student Trips</p>
<p><b>6<sup>th</sup> Grade Outdoor Science Camp</b> – October 5-9 2015. Students will attend one of the two sessions. Location is Camp Conrad in Angeles Oaks. This is a parent-pay activity including transportation, lodging, and fees. Fee is \$160.00 per student.</p>	
<p><b>7<sup>th</sup> Grade Catalina Trip</b> –April 22-24, 2016. Located at Toyon Bay, students will travel by bus and boat to Catalina Island. Camp operated by <i>Guided Discoveries</i>. This is a parent-pay activity including transportation, lodging, and fees. Fee is \$350.00 per student.</p>	
<p><b>8<sup>th</sup> Grade Washington DC Study Trip</b> –May 31-June 4, 2016. Trip operated by <i>WorldStrides</i>, students will be based in DC with one day in Gettysburg. This is a parent-pay activity including transportation, food, lodging, and fees. Fee is \$1,710.00 (all inclusive) per student.</p>	
<p>On a motion by Mr. Mora, which was seconded by Ms. Kaneda, the Board voted unanimously to ratify additional funds to the Consultant’s Agreement with Dr. Diana Hiatt-Michael for the Development of an Extended Day Program in an amount not to exceed an additional \$59, effective September 29, 2014 through June 30, 2015 to be paid from the General Fund and reimbursed by the Dana Extended Day Program Funds.</p>	<p>M15.154 Consultant’s Agreement – Diana Hiatt-Michael</p>
<p>On a motion by Mr. Mora, which was seconded by Ms. Kaneda, the Board voted unanimously to ratify a Consultant’s Agreement with Dr. Diana Hiatt-Michael to provide services for the Extended Day Program at Dana Middle School at \$45 per hour, not to exceed a total of \$6,750 or approximately 150 hours, effective August 1, 2015 through June 30, 2016 to be paid from the General Fund and reimbursed by the Dana Extended Day Program Funds.</p>	<p>M15.155 Consultant’s Agreement – Diana Hiatt-Michael</p>

On a motion by Mr. Mora, which was seconded by Ms. Kaneda, the Board voted unanimously to ratify a Consultant's Agreement with Norma Martinez for the Reading Intervention Program, to be paid at \$20 per hour, not to exceed \$430 or 21.5 hours, effective September 8, 2015 through September 18, 2015 to be paid from Supplemental Funds.	M15.156 Consultant's Agreement – Norma Martinez
On a motion by Mr. Mora, which was seconded by Ms. Kaneda, the Board voted unanimously to approve a Consultant's Agreement with LeAnn Gonzalez for the Reading Intervention Program, to be paid \$30 per hour, not to exceed \$10,000, effective September 21, 2015 through May 30, 2016 to be paid from Supplemental Funds.	M15.157 Consultant's Agreement – LeAnn Gonzalez
The Board entered closed session at 9:58 p.m. and reconvened at 10:40 p.m. There was no reportable action during Closed Session.	Closed Session
On a motion by Mr. Mora, which was seconded by Mr. Martinez, the Board voted unanimously to accept the resignation of Fernando Ayala, Substitute Teacher, effective September 14, 2015.	M15.158 Resignation – Certificated
On a motion by Mr. Mora, which was seconded by Mr. Martinez, the Board voted unanimously to accept the following resignations of classified personnel per their effective dates:	M15.159 Resignation - Classified
<ul style="list-style-type: none"> <li>• Sasha Avila, Instructional Aide – August 31, 2015</li> <li>• Armando Zepeda, Instructional Aide – September 25, 2015</li> </ul>	
On a motion by Mr. Mora, which was seconded by Mr. Martinez, the Board voted unanimously to ratify an unpaid leave of absence for Jennifer Cash, effective September 15, 2015 through June 16, 2016. Leave request per WUSD/CSEA Agreement, Article 13 – Leaves, Child Rearing.	M15.160 Unpaid Leave of Absence
On a motion by Mr. Mora, which was seconded by Mr. Martinez, the Board voted unanimously to approve a 4% increase to the salary schedule for the Deputy Superintendent, plus a 2% one-time bonus for a total increase of 6% for the 2015-16 school year, effective July 1, 2015. The 2% one-time bonus will be added for the 2015-16 school year only.	M15.161 Deputy Supt - Salary
On a motion by Mr. Mora, which was seconded by Mr. Martinez, the Board voted unanimously to approve a 4% increase to the salary schedule for the Chief Business Official, plus a 2% one-time bonus for a total increase of 6% for the 2015-16 school year, effective July 1, 2015. The 2% one-time bonus will be added for the 2015-16 school year only.	M15.162 CBO - Salary
On a motion by Mr. Mora, which was seconded by Mr. Martinez, the Board voted unanimously to approve a 4% increase to the salary schedule for the non-represented classifications, plus a 2% one-time bonus for a total increase of 6% for the 2015-16 school year, effective July 1, 2015. The 2% one-time bonus will be added for the 2015-16 school year only.	M15.163 Non-Represented Classifications – Salary/Benefits
Effective October 1, 2015 the District will increase medical contribution by \$500. New cap to be \$5,500 per year:	
<ul style="list-style-type: none"> <li>• Director of Facilities Planning</li> <li>• M&amp;O Manager</li> <li>• Director of Psychological Services</li> <li>• Program Specialist</li> <li>• Occupational Therapist</li> </ul>	<ul style="list-style-type: none"> <li>• Psychologist</li> <li>• Principals</li> <li>• Counselors</li> <li>• Nurse</li> <li>• Confidentials</li> </ul>

On a motion by Mr. Mora, which was seconded by Mr. Martinez, the Board voted unanimously to approve a 4% increase to the salary schedule for the CDC Site Supervisors, plus a 2% one-time bonus for a total increase of 6% for the 2015-16 school year, effective July 1, 2015. The 2% one-time bonus will be added for the 2015-16 school year only.

M15.164  
CDC Site Supervisors  
Salary/Benefits

Effective October 1, 2015 the District will increase medical contribution by \$500. New cap to be \$5,500 per year:

- CDC Site Supervisors I, II and III

On a motion by Mr. Mora, which was seconded by Mr. Martinez, the Board voted unanimously – on behalf of the Southwest SELPA -- to approve a 4% increase to the salary schedule, plus a 2% one-time bonus for a total increase of 6% for the 2015-16 school year, effective July 1, 2015. The 2% one-time bonus will be added for the 2015-16 school year only.

M15.165  
SW SELPA –  
Salary/Benefits

Effective October 1, 2015 the District will increase medical contribution by \$500. New cap to be \$5,500 per year.

On a motion by Mr. Mora, which was seconded by Mr. Martinez, the Board voted unanimously to ratify Orji Ezieme as an On-Call Substitute Teacher, effective September 15, 2015 to be paid at \$115 per day from the General Fund.

M15.166  
On-Call Substitute  
Teacher

On a motion by Mr. Mora, which was seconded by Mr. Martinez, the Board voted unanimously to ratify Connor Raferty as an On-Call Substitute Instructional Aide, effective September 8, 2015 to be paid at his appropriate Range/Step from the General Fund. Mr. Raferty has an assignment at Juan Cabrillo School Monday through Wednesday, but will be on the sub list for Thursdays and Fridays.

M15.167  
On-Call Substitute I.A.

On a motion by Mr. Mora, which was seconded by Mr. Martinez, the Board voted unanimously to ratify Liana Rabay as an On-Call Substitute Instructional Aide, effective September 14, 2015 to be paid at Classified Range 6, Step A from the General Fund.

M15.168  
On-Call Substitute I.A.

On a motion by Mr. Mora, which was seconded by Mr. Martinez, the Board voted unanimously to ratify Jody Stritzel as an On-Call Substitute Instructional Aide, effective September 15, 2015 to be paid at Classified Range 6, Step A from the General Fund.

M15.169  
On-Call Substitute I.A.

On a motion by Mr. Mora, which was seconded by Mr. Martinez, the Board voted unanimously to ratify a voluntary transfer of part-time Instructional Aide, Abigail Guadron, from her 19.75-hour per week position to a 15-hour per week position, effective September 1, 2015. Salary rate and Classification remain the same.

M15.170  
Voluntary Transfer

On a motion by Mr. Mora, which was seconded by Mr. Martinez, the Board voted unanimously to approve the creation of the new salary range CF-4 on the Classified Salary Schedule, effective July 1, 2015:

M15.171  
Classified Salary Range -  
New

- Step A - \$4,533.44
- Step B - \$4,741.91
- Step C - \$4,960.09
- Step D - \$5,188.25
- Step E - \$5,426.85

On a motion by Mr. Mora, which was seconded by Mr. Martinez, the Board voted unanimously to approve the proposed job description for the proposed position of Accounting & Budget Clerk / Receptionist II, Classified, 12 months, full-time position. This position is an expansion of the Accounting & Budget Clerk / Receptionist. It reflects duties/responsibilities assigned to the position and accurately reflects the duties/responsibilities currently required to meet District Office needs.

M15.172  
Proposed Job  
Description

On a motion by Mr. Mora, which was seconded by Mr. Martinez, the Board voted unanimously to approve Paula Meyer to the position of Accounting & Budget Clerk / Receptionist II, placed on Step B of the Classified Salary Schedule Range CF-4. She retains the same anniversary date as per Article 8.4 of the WUSD/CSEA Agreement. This is a promotion to a higher classification.

M15.173  
Accounting & Budget  
Clerk/Receptionist

On a motion by Mr. Mora, which was seconded by Mr. Martinez, the Board voted unanimously to approve the proposed job description for the proposed position of Enrollment Outreach Coordinator, Classified, 12 months, full-time position. This position is an expansion of the General Clerk / D.O. / Permit Office assignment and reflects an increase in duties/responsibilities. It reflects more accurately the duties/responsibilities currently required to effectively meet the needs of the district, staff, community and students.

M15.174  
Proposed Job  
Description

On a motion by Mr. Mora, which was seconded by Mr. Martinez, the Board voted unanimously to approve Alicia Galindo to the position of Enrollment Outreach Coordinator, placed on Step B of the Classified Salary Schedule Range CF-4. She retains her same anniversary date as per WUSD/CSEA Agreement. This is a promotional action, as per Article 8.4.

M15.175  
Enrollment Outreach  
Coordinator

On a motion by Ms. Kaneda, which was seconded by Mr. Mora, the Board voted unanimously to approve the employment of one (1) short-term employee, as permissible under Education Code 45103, effective September 25, 2015 through December 30, 2015 to provide support to the Permit Office in preparing for Office of Civil Rights (OCR) Request for information. This is a highly time sensitive occurrence/request/order. This is a short-term need and it is addressing an OCR request.

M15.176  
Short-Term Employee

Mr. Mora moved and Ms. Kaneda seconded that the meeting be adjourned at 10:40 p.m. Motion carried unanimously.

Adjournment

The next Regular Meeting of the Board of Trustees will be held Thursday, October 15, 2015, at 6:30 p.m. in the District Board Room.

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Israel Mora  
Clerk of the Board

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Tom Johnstone  
Secretary of the Board