

**GARVEY SCHOOL DISTRICT**  
Rosemead, California

Minutes of Regular Meeting  
September 8, 2011

The Garvey School District Board of Education met in regular session on September 8, 2011, at the Education Center, Rosemead, California.

**CALL TO ORDER**

The meeting was called to order at 6:33 p.m., by Board President M. Janet Chin.

**ROLL CALL**

Present at the meeting were Mr. Bob Bruesch, Ms. M. Janet Chin, Mr. Henry Lo (arrived at 6:48 p.m.), Mr. Tony Ramos, Mr. John Yuen (arrived at 7:11 p.m.), and Superintendent Dr. Sandra Johnson.

Also in attendance were Mr. Genaro Alarcon, Mr. Michael Coughlin, Ms. Dolores Preciado, Dr. Mary M. Suzuki, and Ms. Maria De La Cruz.

**VISITORS PRESENT**

Present as visitors were the persons listed on the attached Register of Attendance who signed the register and whose signatures were legible and which is hereby made an official part of these minutes.

**PLEDGE OF ALLEGIANCE TO THE FLAG**

Michael Drange led the recitation of the Pledge of Allegiance.

**COMMUNICATIONS/REPORTS FROM THE BOARD AND SUPERINTENDENT**

Dr. Sandra Johnson acknowledged a donation of four high quality, high volume printers and two smaller desktop printers from the Social Security Administration.

Dr. Johnson stated that meetings are scheduled with the associations, GEA and CSEA, to improve communications. Dr. Johnson shared a chart prepared by Dr. Cheng Ou Chang that indicated that the District's intermediate schools outscored students State-wide in Algebra and Geometry. For example, the 7<sup>th</sup> grade passing rate for the District was 96 percent and the State rate was 83 percent and there were more students taking the class and test for Algebra I than in the State. In Geometry, 99 percent of District students passed the test and 88 percent of student State-wide passed this test. Bob Bruesch commented on the upper category of math and remedial math classes run by the Jaime Escalante Program provided by the East Los Angeles College. Mr. Bruesch asked to see how the remedial classes were doing for 5<sup>th</sup> and 6<sup>th</sup> grade students.

Dr. Johnson stated that in response to questions from the community regarding the contract for LACOE consultant, Becky Wetzel, the State requires that program improvement districts set aside three percent of its funds or \$75,000 for direct support to program improvement schools. Ms. Wetzel's fee comes from this fund and the money has to be spent in this area.

Dr. Johnson indicated that Ms. Wetzel is doing more than just the STAR Team. Ms. Wetzel told the superintendent that she would help on whatever it is that is needed to provide technical support to the superintendent and ensure support in all areas of program improvement. Ms. Wetzel will participate in the alternative governance board for the STAR Team, and will assist the Garvey Intermediate leadership team in developing a restructuring plan and monitoring the plan. Ms. Wetzel has trained the principals on a shared leadership model.

Dr. Johnson noted that two days of training have already begun and will continue. Ms. Wetzel will provide updates as required on the progress made at Garvey Intermediate School. She will provide training for school site councils and provide consultation and support in various targeted areas for program improvement schools. The money needs to be spent for this purpose and it set aside from categorical funding, just as we must spend \$515,000 for supplemental services. Bob Bruesch talked about the need to inform parents about such technicalities and suggested that there be a web site section with questions and answers related to the No Child Left Behind (NCLB) Act. Janet Chin asked about Ms. Wetzel's report to the Board. Dr. Johnson stated that there will be a report sometime in November and the next report in about two months later.

Bob Bruesch stated that flyers will be going out next week regarding the September 17, 2011 Family Fun Day with free food, line dancing demonstrations, and free games. There are at least 20 health providers and dignitaries attending the event. Henry Lo will act as the Masters of Ceremony. Donations are still welcomed. Mr. Bruesch stated that the funds are being deposited through the Garvey Education Foundation, approximately \$3,000 was received this month.

Tony Ramos spoke of the Orientation Day on Friday, September 2, 2011 that was a great success and very inspirational. He thanked all those that attended and Dr. Johnson for her speech. Janet Chin commented on how the first day of school is always the most exciting day for parents, teachers, and students.

Janet Chin stated that she received a letter of commendation for the District consistently placing a priority on oral health and providing regular dental check ups for our students per Assembly Bill 1433 and the District's regular reports since its inception in 2006. Dolores Preciado stated that it is mandated that children in Kindergarten grade be provided with this service free of charge.

#### **REPORT FROM UNION REPRESENTATIVES**

- **Garvey Education Association (GEA)**

Michael Drange, president of GEA, stated that the school opening went well. He indicated that teachers were introduced to the STAR Team last week and that Ms. Wetzel gave the staff good information on how the District got to where it is and the process on going forward; that Gema Macias, principal of Garvey Intermediate is gathering a leadership team that will be working with Ms. Wetzel to write a restructuring plan. Mr. Drange feels that there is a clear vision now on how staff can work together to accomplish this.

Mr. Drange stated that on Monday, there will be five GEA leaders meeting with Cabinet members to talk about communication and collaboration. He stated that GEA will be having endorsement interviews of all four Board candidates. As school starts, Mr. Drange will be meeting with teachers and welcomed Board members to visit the schools and become familiar with how the District functions.

- **California School Employees Association (CSEA)**

Vicky Walker, president of CSEA, Chapter 292, gave her regrets for missing the Orientation Day due to illness. Ms. Walker heard about and thanked everyone for the very inspiring speakers. She stated that CSEA will try to set a date with Cabinet members to discuss communication and collaboration. Ms. Walker indicated that CSEA members will be ratifying the CSEA Agreement on September 21, 2011. Endorsement interviews of Board candidates were held on the week of August 24, 2011, and CSEA will be making an announcement of the endorsed candidate shortly.

#### **REPORT FROM HEAD START REPRESENTATIVE**

Cindy Carter stated that the Child Development Program is fully enrolled with 513 children (last year there were 525 children). She gave a breakdown of 394 Head Start students, 41 LACOE students, and 78 CSPP

students (last year there were 90 students). These reductions have been due to changes in the CSPP contract this year. Of these, 42 children have disabilities and the 10 percent mandate has been met. The program has an active waiting list. Ms. Carter noted the reduction of the CSPP contract by approximately \$42,000. Ms. Carter spoke of the staff orientation days and stated that the position of parent involvement, Asst. Supervisor I, has been filled.

Ms. Carter clarified that related to Performance Standard 1304.21, staff was provided with a 3-day staff training in education and early child development addressing such things as the assessment tools, helping children transition into Kindergarten, math curriculum training, policies and procedures, and issues on health, mental health and child abuse prevention.

Ms. Carter stated that the Child Development Program will be monitored by the L.A. County Office of Education (LACOE) this month, with announced and unannounced visits beginning next week.

Ms. Carter talked about Child Plus, a new database for student enrollment, and that staff is inputting all the information in the enrollment applications. She indicated that there is currently one open position of bookkeeper.

On a question from Janet Chin on parent involvement hours, Ms. Carter stated that in February the program met its Federal share match of volunteer hours for 2010-2011. Ms. Chin asked for a breakdown of parent volunteer hours by school site. Bob Bruesch suggested that the District look into an outreach grant through the County, First 5 L.A., of about \$50 million from the Annenberg Foundation aimed at parents as a partnership program Statewide in preparation for pre-school.

#### **REPORTS FROM DISTRICT REPRESENTATIVES**

- **Garvey Council PTA**

Bob Bruesch spoke of the International Walk to School on October 6, 2011 with flyers and information being sent to the parents soon. Mr. Bruesch encouraged everyone to become a member of the Garvey Council PTA.

- **Garvey Education Foundation**

Bob Bruesch noted that the Foundation is helping with the upcoming Family Fun Day.

#### **HEARING OF PERSONS IN THE AUDIENCE**

Cecilia Losoya addressed the Board regarding CSEA negotiations and expressed her disappointment that she was not called to be part of the last meeting of negotiations. She hopes that when negotiations start again, things move swiftly and as best as possible. Ms. Losoya is pleased that CSEA communications with the District will start soon. Ms. Losoya asked for more classified jobs back and that there are no surprises for any CSEA or GEA members. She is hoping that more association members attend Board meetings and that Board members visit the classrooms.

**PUBLIC COMMENT PERIOD FOR CLOSED SESSION AGENDA ITEMS:** None

#### **MOTION TO GO INTO CLOSED SESSION**

On the motion of Henry Lo, seconded by Bob Bruesch, and carried by a vote of 5 to 0, the Board adjourned at 7:09 p.m. to a closed session and addressed those items posted on the agenda.

#### **RECONVENE INTO PUBLIC SESSION**

The Board reconvened in public at 7:43 p.m.

## REPORT OF ACTION TAKEN IN CLOSED SESSION

Janet Chin indicated that no action was taken during the closed session:

### CONSENT AGENDA

On the motion of Bob Bruesch, seconded by Tony Ramos, and carried by a vote of 4 to 0 (Henry Lo not present for the vote), the Board approved the Consent Agenda as indicated below:

#### A. Board/Superintendent

1. Approval of Minutes 1  
The minutes of the following meetings are submitted for approval:  
Regular Meeting - August 18, 2011 - Revised  
Special Meeting – August 23, 2011 - Revised  
Approved.
2. Conference/Convention Attendance 2  
It is recommended that the Board of Education approve requests for conference and convention attendance as presented. Approved.
3. Hispanic Heritage Month 3  
It is recommended that the Board of Education adopt Resolution No. 11-12-02 recognizing September 15-October 15, 2011 as Hispanic Heritage Month. Approved.
4. Amendment 01 - Contract with California Department – CSSP 1195 4  
It is recommended that the Board of Education approve the Amendment 01–Contract with the California Department of Education – CSPP 1195 for 2011-2012 school year.  
Approved.

#### B. Human Resources

1. Personnel Assignment Order - Revised 5  
It is recommended that the Board of Education approve the Personnel Assignment Report No. 11-12-04 as presented. Approved.
2. Local Teaching Assignment Options 6  
It is recommended that the Board of Education approve the teacher assignments for the subjects indicated under Education Code 44256(b) as presented. Approved.

#### C. Pupil Personnel Services

1. Revised Contract – Sunbelt Staffing 7  
It is recommended that the Board ratify a revised contract with Sunbelt Staffing as presented.  
  
Bob Bruesch commented that he likes seeing less encroachment in Special Education funding from such contracts as Sunbelt Staffing.  
  
On the motion of Bob Bruesch, seconded by John Yuen, and carried by a vote of 5 to 0, the Board approved Item C.1 as presented.
2. Revised Contract – Education Spectrum 8  
It is recommended that the Board approve a revised contract with Education Spectrum to conduct an Independent Education Evaluation. Approved.
3. Memorandum of Understanding - Mountain View Elementary School District 9  
It is recommended that the Board approve a Memorandum of Understanding with Mountain View Elementary School District. Approved.

4. Ratify Contract with California Pediatric and Family Service 10  
It is recommended that the Board of Education ratify a contract with California Pediatric and Family Service. The contract will run from Sept. 6, 2011 thru June 15, 2012.  
Approved.
  
- D. Instructional Services – No Items**
  
- E. Business Services**
  1. Purchase Order Report 11  
It is recommended that the Board approve Purchase Order Report No. 11-12-04 as presented.  
Approved.  
  
John Yuen commented on his appreciation of using the Xerox equipment networked printers as a savings measure.
  
  2. Appropriation Transfers 12  
It is recommended that the Board of Education approve the Appropriation Transfers as presented. Approved.
  
  3. Bond Oversight Committee Representative 13  
It is recommended that the Board of Education appoint Maureen Bateman to the Measure Q Bond Oversight Committee. Approved.
  
  4. Coalition for Adequate School Housing Association 14  
Approve renewal of membership with C.A.S.H. (Coalition for Adequate School Housing Association) from October 2011 to September 2012 in the amount of \$648, to be paid from the General Fund.

## REPORTS AND INFORMATION ITEMS

- A. Report on the Opening of School 2011-12. 15  

Dr. Sandra Johnson reported on a few things that have happened around the opening of the school year 2011-12. She spoke of a very successful School Leadership Team training with principals' and teachers' participation from every school, except for Garvey Intermediate which held their training at a later time. The training focused on student achievement and ways to make improvements using a shared leadership concept. Dr. Johnson thanked all Board members for taking time off to participate in the Orientation Day which had great and inspirational speakers. Administrators were assigned on Opening Day to support in whatever way needed, and principals did a great job of posting the student schedules outside the classrooms. Everyone is excited to be back.

Dr. Johnson indicated that Garvey Intermediate staff met with the entire STAR Team, Dr. Mary Suzuki, Genaro Alarcon, Barbara Razo, and Dr. Johnson, met with Becky Wetzel at Garvey Intermediate School. Ms. Wetzel did a wonderful job laying out exactly what has to occur to get through the process of program improvement. She helped to clarify a lot of things and agreed to stay before and after school to answer any questions. A similar meeting needs to take place with the staff at Temple Intermediate School.

Dr. Johnson noted that the District had projected to have 5,363 students; on the 3<sup>rd</sup> day of school, there were 5,140 down by 233 students. Bob Bruesch stated that the loss of students may be due to the lack of jobs and high housing costs.

Genaro Alarcon reported on staffing figures. He indicated that currently there are six substitute teachers assigned to school sites. Some elementary teacher layoffs were rescinded; one P.E. teacher was brought back. Mr. Alarcon stated that the District has to be really cautious and that there is a good back up plan in place. Tonight the Board is approving bringing back one Head Start Senior Secretary.

Dr. Johnson stated that she is pleased to see the success in lowered class sizes, one or two classrooms with more than 35 students. The middle schools are really balanced.

On a question from John Yuen, Mr. Alarcon stated that the Head Start Accountant, Jessica Lu, ~~was easeading to~~ **bumped into the positions of** Senior Secretary but she opted to leave which opened up an opportunity to fill this position with one employee being laid off. Janet Chin asked about class size adjustments. Mr. Alarcon indicated that he hopes that three of the substitute teachers assigned may stay if there is no change in students or that some classes may need to be consolidated if the numbers continue to stay down.

Dolores Preciado reported on TDAP immunizations and student inter-district permits. The District accepted 130 students and 115 students were released. In the past there used to be two classrooms higher in acceptances than releases and this gap is getting closer. The District is still accepting more students.

Ms. Preciado stated that there were two clinics held at Garvey Intermediate and Temple School providing student immunizations for those that missed their appointment last year. This was in collaboration with the Department of Public Health. Four nurses were available at Temple, and the goal is to send the students to class as soon as possible.

Janet Chin asked why some parents waited to have their child immunized. Ms. Preciado said that this question was not asked of the parents. Mr. Bruesch stated he had an inquiry from a parent, and he explained the need to protect the children.

Dr. Mary Suzuki reported that textbooks were distributed to all sites. She spoke of a survey of pre- and post-knowledge of understanding of teachers on Balanced Literacy for the four-day training that was done. The average teacher grew one level and many grew two. When asked about the previous level of implementation of Balanced Literacy, some were strong, a majority rated one or two and the overall average response was two to two and one half, on a scale of one to five. There were rich discussions held that focused on hands-on activities, the process of running records, and diagnosis, and great discussions among teachers. Sometime in October, the teachers will meet again to talk about the next steps and a pilot implementation of different assessment tools.

Dr. Suzuki indicated that 22 teachers participated in the Pacing Guide Committees to discuss the essential standards and their unwrapping, and will continue with the teachers sharing information starting on September 13, 2011 to gain a common knowledge of the Pacing Guides. Ms. Suzuki thanked all the teachers that served on these committees. Bob Bruesch commented that running records is labor intensive and asked what support was provided to teachers. Ms. Suzuki talked about teachers doing an analysis to see what support can be provided to bridge the gap for those students that are struggling.

Michael Coughlin addressed the facility projects over the summer to prepare the schools for classes, including painting, the new science lab at Garvey Intermediate School, and the floor resurfaced at the walkway of Rice School. On the first day of school with heat of 105 degrees, one air conditioning unit blew out. The unit was replaced. Mr. Coughlin talked about the lawns left unattended as grounds staff were acting as movers in classrooms to get ready for the first day of school. Starting next week, the staff will begin working on the grounds.

Bob Bruesch spoke of the need to do a cost analysis **and a projected calendar** to get water sprinklers repaired or replaced at some schools such as Emerson School. Dr. Johnson stated that irrigation work has started at Emerson School and new sprinklers will be placed on the front of Hillcrest School, and some schools will be adding some trees to improve their landscape areas.

Mr. Coughlin stated that new refrigerators and coffee pots will be replacing the older models at all sites. Edison will be sending a \$50 check for each old refrigerator and others will be recycled. Some refrigerators are on back order. A quote has been accepted to replace the windows around the courtyard of the District Office with energy efficient windows.

Dr. Johnson talked about new portable buildings that match all schools with painting that was done by District staff just before school started. The carpets and floors look great. Dr. Johnson commended the Facilities staff for their efficient work including the Marshall School classrooms that needed relocation and preparation at Dewey School.

### **ACTION ITEMS**

- A. The Board discussed the possible submission of nominations for vacant or expired seats in the Third and Fifth Supervisorial Districts and a Member At-Large seat on the County Committee on School District Organization. These positions will serve a four-year term through October 2015. 16

Tony Ramos moved, Henry Lo seconded, and the motion carried by a vote of 5 to 0, to nominate John Yuen to a four-year term to October 2015.

- B. First reading and possible adoption of new Board Policy 5131.11 – Bullying Prevention. 17

Bob Bruesch discussed the need to have verbiage related to the process of reporting and the next step to follow as an administrative regulation. Dolores Preciado stated the discipline process that is in place now covers many of these circumstances. She gave examples of different projects at some schools such as the Ambassador and Safe Schools Programs. Tony Ramos addressed the bullying that goes on with kids' cell texts or in some less obvious forms. Ms. Preciado said that Ambassador Program is very helpful and has given very good results. On a question from John Yuen, Ms. Preciado said that it would be expensive but worth it to have this program in place everywhere. Janet Chin recommended having the 7 Habits revisited and that it would be helpful for bullying situations. Mr. Bruesch talked about student court programs at middle schools that would also be very helpful. Ms. Preciado spoke of similar conflict resolution programs in place such as Character Counts. Dr. Johnson noted that meetings were held with Rob Collins at Panda Headquarters to talk about the next steps of the Leader in Me Program.

Ms. Preciado indicated that she will research the California Schools Boards Association (CSBA) for suggested regulations; however, Mr. Bruesch noted that CSBA does not have a anti-bullying policy, and one needs to be started in our District. The Board discussed other things such as reporting of hate crime, and the need to educate students on what is appropriate or not appropriate on such things as using social networks and cellular phones at home, in school, and before or after school. Ms. Preciado indicated that a lot of presentations are being done to the parents educating and addressing these matters with law enforcement agencies.

Bob Bruesch moved, Tony Ramos seconded, and the motion carried by a vote of 5 to 0, to adopt this policy with a proviso that staff come back in a couple of months with administrative regulations.

**PUBLIC AGENDA ITEMS: None**

Bob Bruesch commented on how students are openly talking about using cell phones to text test answers to each other, creating the need to establish certain and proper etiquette to be followed with media resources. Mr. Bruesch addressed a letter from LACOE regarding at-large Board elections, and if there was a need to conduct a community survey. The superintendent was asked to follow-up on this matter.

Janet Chin welcomed everyone to a new school year and commended the Board for continuing to believe in education and working together. Ms. Chin was pleased to have a report from every department in the District.

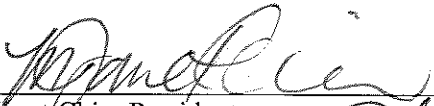
### **FUTURE MEETINGS**

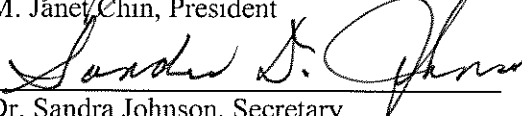
The following are future Board meetings and agenda topics. Closed session will begin at 6:30 p.m., and public session to begin at 7:00 p.m.

<b>Meeting Date</b>	<b>Agenda Topic</b>
September 29, 2011	
October 20, 2011	
November 10, 2011	
December 8, 2011	

### **ADJOURNMENT**

There being no additional items, the meeting was adjourned at 8:40 p.m.

  
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M. Janet Chin, President

  
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Dr. Sandra Johnson, Secretary



**REGISTER OF ATTENDANCE AT GARVEY SCHOOL DISTRICT  
BOARD OF EDUCATION REGULAR MEETING**

Cindy Carter

Michael Drange

Cecilia Losoya

Jason Otis

Michelle Truong

Vickie Walker