

**SYLVAN UNION SCHOOL DISTRICT  
REGULAR MEETING OF  
THE BOARD OF TRUSTEES  
January 31, 2017**

# MINUTES

***Members Present:*** Mmes. Cynthia Lindsey, Terriann Zeek and Jennifer Miyakawa.  
Messrs. David Collins and George Rawe.

***Members Absent:*** None

***District Administration Present:*** Debra Hendricks, Velma Beck, Yvonne Perez, Laura Wharff, Sharon Roddick, Didi Peterson, John Patten, Marti Reed, Cheryl Phan, Laura Granger and Heidi Reyes.

***Audience Present:*** Kathy Friedmann, Michele Calton, Michelle Bairos, Simon Garcia, Tedde' Vaupel, Raychel Cupit, Della Espinoza, Jennifer Given, Brian Coates, Nikki Codromac, Angie Thompson, Alison Morrison, Sally Parrott, Gloria Alva and about ten other people.

***Call to Order:*** The meeting was called to order at 6:15 p.m.

***Adjourn to Closed Session:*** The meeting adjourned to Closed Session for the following:

- a. **CONFERENCE WITH LABOR NEGOTIATOR  
Title: Employee Organizations: All Groups**
- b. **EXPULSION HEARING IN THE MATTER OF  
STUDENT: 2016/2017 – AH# 23**
- c. **EXPULSION HEARING IN THE MATTER OF  
STUDENT: 2016/2017 – AH# 32**

***Reconvene to Open Session:*** The meeting reconvened to Open Session at 7:06 p.m.

***Board President Announcement:*** Mrs. Zeek advised all attendees that in accordance with Board Policy, tonight's Board Meeting was being recorded. She also advised any persons wishing to address the Board on any agenda or non-agendized item must fill out a speaker card.

***Report Out of Closed Session:*** Mrs. Zeek reported that direction was given to staff regarding all matters.

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### *Adoption of Agenda:*

The motion was made by Mr. Collins, seconded by Mr. Rawe, adopting the Agenda.

**AYES:** Collins, Lindsey, Miyakawa, Rawe, Zeek

**NOES:** None

**ABSENT:** None

**ABSTENTIONS:** None

### *Pledge of Allegiance:*

Mrs. Zeek welcomed everyone to the meeting and led the audience in the Pledge of Allegiance.

### *Student Discipline Action Items:*

#### **STUDENT DISCIPLINE ACTION ITEMS**

- a. The motion was made by Mrs. Miyakawa, seconded by Mrs. Lindsey, approving the recommendations of the Administrative Hearing Panel in the matter of Student 2016/2017 – AH # 23.

**AYES:** Collins, Lindsey, Miyakawa, Rawe, Zeek

**NOES:** None

**ABSENT:** None

**ABSTENTIONS:** None

- b. The motion was made by Mr. Collins seconded by Mr. Rawe, approving the Stipulated Settlement in the matter of Student 2016/2017 – AH # 32.

**AYES:** Collins, Lindsey, Miyakawa, Rawe, Zeek

**NOES:** None

**ABSENT:** None

**ABSTENTIONS:** None

### *Communications:* **COMMUNICATIONS**

#### *Written Communication:*

- a. Mrs. Hendricks shared the following information with the Board:

The Board of Trustees received two (2) letters. The first letter was from Aspire Public Schools regarding a request to revise the enrollment preferences in the current charter (with term of 2013-2018).

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### COMMUNICATIONS Continued

- The second letter was from Boys & Girls Clubs of Stanislaus County stating they would like to offer assistance by donating \$50,000 for the moveable wall for Sylvan Elementary STEAM Academy.

*Public  
Participation:*

- b. None

### INFORMATION AND DISCUSSION

*Supt's Update:*

- a. **Superintendent's Update – Employees Making a Difference:**

Mrs. Hendricks introduced Della Espinoza, Bus Driver and Simon Garcia, Head Custodian at Sylvan Elementary School. Both employees were recognized at the Employees Making a Difference event on February 24, 2017. Della will moving on to the state level in the Bus Driver category. Mrs. Hendricks commended Della and Simon for their commitment to our students and for continuing to go above and beyond the call of duty.

*Budget Update:  
Board Questions:*

- b. **Facilities Update – Board Questions:**

Mrs. Perez shared that she recently received new information regarding an opportunity to purchase two used utility trucks for the cost of one new vehicle. Mrs. Perez will be looking into the possibility of this purchase and will present the Board of Trustees with more information.

Mrs. Perez asked the Board if they had any questions. No questions were asked.

*LCAP Update:*

- c. **LCAP Update:**

Mrs. Reed shared a summary of the 2017-18 LCAP data from the community, stakeholders, students, staff and development. Mrs. Reed reported that there has been an increase in the number of survey responses from previous years due to the assistance from school site principals. Mrs. Reed reported that trends continue to remain the same and there is a great desire to continue art and music programs.

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### INFORMATION AND DISCUSSION Continued

Mrs. Reed will continue to collect data and update the Board of Trustees at a future Board meeting. Mrs. Reed stated she is anticipating the release of the new California Dashboards by the state which will be embedded in the new LCAP template.

#### *Action Items:*

#### **ACTION ITEMS**

*Accept Audit Report for the Year Ending June 30, 2016:*

- a. The motion was made by Mr. Rawe, seconded by Mrs. Miyakawa, approving the Audit Report for the Year Ending June 30, 2016.

**AYES:** Collins, Lindsey, Miyakawa, Rawe, Zeek

**NOES:** None

**ABSENT:** None

**ABSTENTIONS:** None

*Approval of the 2017-2018 School Year Calendar:*

- b. The motion was made by Mr. Collins, seconded by Mrs. Miyakawa, approving to table the 2017-2018 School Year Calendar and requested the Calendar Committee revisit the calendar to attempt aligning the Spring Break with Modesto City Schools Spring Break dates.

**AYES:** Collins, Miyakawa, Rawe

**NOES:** Lindsey, Zeek

**ABSENT:** None

**ABSTENTIONS:** None

*Approval of Sylvan Reconstruction Alternate Additions:*

- c. The motion was made by Mr. Rawe, seconded by Mrs. Lindsey, approving the Sylvan Reconstruction Alternate Additions and accepting extending available contingency funds in the amount of \$14,661 for the additional improvement of COR 38 monument sign modifications (Phase IV) at Sylvan Elementary School.

**AYES:** Collins, Lindsey, Miyakawa, Rawe, Zeek

**NOES:** None

**ABSENT:** None

**ABSTENTIONS:** None

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### ACTION ITEMS Continued

*Approval of the California School Employees Association (CSEA) Sunshine Letter:*

- d. The motion was made by Mrs. Miyakawa, seconded by Mr. Rawe, approving the California School Employees Association (CSEA) Chapter #73 “Sunshine” proposal to authorize the opening of negotiations between CSEA and SUSD.

**AYES:** Collins, Lindsey, Miyakawa, Rawe, Zeek

**NOES:** None

**ABSENT:** None

**ABSTENTIONS:** None

*Approval of the 2017-18 Fiscal Year Budget Calendar:*

- e. The motion was made by Mr. Rawe, seconded by Mrs. Miyakawa, approving the 2017-18 Fiscal Year Budget Calendar.

**AYES:** Collins, Lindsey, Miyakawa, Rawe, Zeek

**NOES:** None

**ABSENT:** None

**ABSTENTIONS:** None

*Approval of the Employment Evaluation and Agreement: Superintendent:*

- f. The motion was made by Mr. Collins, seconded by Mrs. Miyakawa, approving the Superintendent’s evaluation as satisfactory and the Employment Agreement with Debra M. Hendricks, to serve as the District’s Superintendent for the period commencing July 1, 2017, thru June 30, 2018.

**AYES:** Collins, Lindsey, Miyakawa, Rawe, Zeek

**NOES:** None

**ABSENT:** None

**ABSTENTIONS:** None

*Approval of the Employment Agreement: Assistant Superintendent of Business Services:*

- g. The motion was made by Mrs. Miyakawa, seconded by Mr. Rawe, approving the revisions to the Employment Agreement: Assistant Superintendent of Business Services with Yvonne Perez, for the period commencing July 1, 2017, thru June 30, 2018. The revisions reflect changes to the notification date, written reminder date, and evaluation date.

**AYES:** Collins, Lindsey, Miyakawa, Rawe, Zeek

**NOES:** None

**ABSENT:** None

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### ACTION ITEMS Continued

**ABSTENTIONS:** None

*Approval of the  
Employment  
Agreement:  
Assistant  
Superintendent of  
Curriculum and  
Instruction:*

- h.** The motion was made by Mrs. Lindsey, seconded by Mr. Collins, approving the revisions to the Employment Agreement: Assistant Superintendent of Curriculum and Instruction with Laura Wharff, for the period commencing July 1, 2017, thru June 30, 2018. The revisions reflect changes to the notification date, written reminder date, and evaluation date.

**AYES:** Collins, Lindsey, Miyakawa, Rawe, Zeek

**NOES:** None

**ABSENT:** None

**ABSTENTIONS:** None

*Approval the  
Employment  
Agreement:  
Assistant  
Superintendent of  
Human  
Resources:*

- i.** The motion was made by Mr. Rawe, seconded by Mr. Collins, approving the revisions to the Employment Agreement: Assistant Superintendent of Human Resources with Sharon Roddick, for the period commencing July 1, 2017, thru June 30, 2018. The revisions reflect changes to the notification date, written reminder date, and evaluation date.

**AYES:** Collins, Lindsey, Miyakawa, Rawe, Zeek

**NOES:** None

**ABSENT:** None

**ABSTENTIONS:** None

*Expenditure of  
Construction  
Funds:*

- j.** The motion was made by Mrs. Lindsey, seconded by Mr. Collins, approving the Expenditure of Construction Funds.

**AYES:** Collins, Lindsey, Miyakawa, Rawe, Zeek

**NOES:** None

**ABSENT:** None

**ABSTENTIONS:** None

*Consent Agenda:*

**CONSENT AGENDA:** The motion was made by Mrs. Miyakawa, seconded by Mrs. Lindsey, approving the Consent Agenda.

- a.** The Minutes from the January 10, 2017, Regular Board Meeting and the January 17, 2017, Special Board Meeting;

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## CONSENT AGENDA Continued

- b. The Ratification of the following Personnel Actions:

### Certificated

The employment of:

**Molly Hoyt**, K-6 Teacher Rover for the District, effective February 1, 2017; **Gregory Mayer**, SDC Mild/ Moderate Teacher at Mary Ann Sanders Elementary, effective January 30, 2017

### Certificated Substitutes

The employment of:

**Shannon Strohman**, Substitute Teacher, effective January 9, 2017; **Kelly Cearley**, Substitute Teacher, effective January 9, 2017; **Traci Hanson**, Substitute Teacher, effective January 9, 2017; **Ruben Pineda**, Substitute Teacher, effective January 9, 2017; **Francisco Pineda**, Substitute Teacher, effective January 9, 2017; **Eric Wilkerson**, Substitute Teacher, effective January 9, 2017; **Bryan Markum**, Substitute Teacher, effective January 12, 2017; **Dawn Inthavong**, Substitute Teacher, effective January 12, 2017; **Jessica Wallen**, Substitute Teacher, effective January 12, 2017; **Stacey Bertolotti**, Substitute Teacher, effective January 23, 2017

### Classified

The employment of:

**Andres Ochoa**, Instructional Paraprofessional Learning Assistant, effective January 23, 2017; **Jazzmine Manriquez**, Behavior Specialist Aide Rover, effective February 1, 2017; **Kimberlee McClellan**, Bus Driver for Transportation, effective January 17, 2017; **Jose Moreno Ramirez**, Behavior Specialist Aide at Standiford Elementary, effective January 26, 2017; **Angela Koehn**, Instructional Paraprofessional Learning

Assistant at Freedom Elementary, effective February 1, 2017; **Vanessa Flores Molina**, Instructional Paraprofessional Learning Assistant Rover, effective February 7, 2017; **Shakena Graves**, Behavior Specialist Aide Rover, effective February 6, 2017; **Lollbej Jauregiu**, Behavior Specialist Aide Rover, effective February 6, 2017

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### CONSENT AGENDA Continued

The resignation of:

*Jessica Wallen*, Behavior Specialist Aide at C.F. Brown Elementary, effective January 20, 2017; *April Gonzales*, Noon Duty Supervisor at Stockard Coffee, effective January 20, 2017; *Gregory Mayer*, Behavior Specialist Aide at Standiford Elementary, effective January 27, 2017

The retirement of:

*Michael Swaim*, Head Custodian at Orchard Elementary, effective May 31, 2017

#### Classified Substitutes

The employment of:

*Amy Lawrence*, Clerical Substitute, effective January 13, 2017; *Jodi Crawford*, Clerical Substitute, effective January 13, 2017; *April Gonzales*, Clerical Substitute, effective January 13, 2017; *Nicole Pursch*, Clerical Substitute, effective January 13, 2017; *Christine Vargas*, Clerical Substitute, effective January 13, 2017; *Elizabeth Jaramillo*, Clerical Substitute, effective January 13, 2017

- c. The ratification of checks as listed;
- d. Approval Annual School Accountability Report Cards (SARC);
- e. Approval of the Disposal of Obsolete Materials and Equipment;
- f. The approval of the listed donations:
  - The donation of \$685.00 from Essence of Northern California to C. F. Brown Elementary School for classroom books and supplies for Silvia Luna's class.
  - The donation of \$10.00 from YourCause.com to Freedom Elementary School for school recognition and supplies.

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### CONSENT AGENDA Continued

- The donation of \$414.00 from Freedom PTA to Freedom Elementary School for first grade field trip admission fees.
- The donation of \$786.98 from Sanders Parent Teacher Association to Mary Ann Sanders Elementary School for the purchase of playground equipment for students.
- The donation of \$1,400.00 from Orchard Parent Teacher Association to Orchard Elementary School for the Robot Assembly for students.
- The donation of \$200.00 from Woodrow Parent Teacher Association to Woodrow Elementary School for the purchase of top cat lunches for Wildcat Assemblies and to purchase snacks for recess for students in need.
- The donation of \$100.00 from YourCause.com to Somerset Middle School for school recognition and supplies.
- The donation of \$161.00 from Rickey Holcombe to Somerset Middle School for school recognition and supplies.

TOTAL VALUE: \$3,756.98

**AYES:** Collins, Lindsey, Miyakawa, Rawe, Zeek

**NOES:** None

**ABSENT:** None

**ABSTENTIONS:** None

### *Superintendent's Report:*

**SUPERINTENDENT'S REPORT:** Mrs. Hendricks shared the following information with the Board of Trustees:

- This next Governance Team Site Visit for this school year is Friday, February 17, 2017, at 7:30 a.m. at Ustach Middle School.
- The Annual Sylvan Educational Foundation Gourmet Breakfast and Kids Fun Run is February 25, 2017, in the Multipurpose Room at Ustach Middle School from 8:00-11:00 a.m.

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### **Board Reports:** BOARD REPORTS

*Mr. Rawe* nothing to report.

*Mrs. Lindsey* shared that she enjoyed the Governance Team Site Visit at Aspire University Charter with Mrs. Zeek, Mrs. Miyakawa, and Mrs. Hendricks. Mrs. Lindsey thanked Aspire for hosting the Board and providing a tour of their school site.

*Mr. Collins* nothing to report.

*Mrs. Miyakawa* reported that the Sylvan STEAM Family Information Night on January 18, 2017, was fantastic! She shared that there was at least one hundred people that attended. Mrs. Miyakawa highly recommended others to attend one of the two information nights being offered in February. Mrs. Miyakawa also stated she is looking forward to attending the Counselor's Cyber 911 event at Orchard Elementary School on Wednesday, February 1, 2017. Mrs. Miyakawa thanked the Boys and Girls Club for their generous donation to Sylvan Elementary STEAM Academy.

*Mrs. Zeek* concurred with Mrs. Lindsey regarding the Governance Team Site Visit. Mrs. Zeek had a wonderful time at the Employees Making a Difference event at the county. Mrs. Zeek congratulated Simon Garcia and Della Espinoza for their continued service to our district and is rooting for Della as she continues on to the state level.

Mrs. Zeek thanked everyone for attending the meeting.

### **Future Agenda Items:**

#### **FUTURE AGENDA ITEMS:**

- Governance Team Site Visit: February 17, 2017, at 7:30 A.M. at Ustach Middle School
- Next Regular Board Meeting: February 21, 2017, at 7:00 P.M.

### **Final Adjournment:**

The meeting was adjourned by Board President Mrs. Zeek at 8:32 p.m.

### **WITNESS:**

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Mrs. Lindsey, Vice President of the Board

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Date