

**SYLVAN UNION SCHOOL DISTRICT
REGULAR MEETING OF
THE BOARD OF TRUSTEES
May 9, 2017**

MINUTES

Members Present: Mmes. Cynthia Lindsey, Jennifer Miyakawa, and Terriann Zeek.
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 Mitch Wood.

Audience Present: Tedde' Vaupel, Jennifer Anderson, Melanie Dean, Shelly Barlow, Drew Hansen, Isabella Herrera, Vivian Nguyen, Carson Graf, Kathy Friedmann, Michele Calton, Ryan Carroll, Katy Lind, Andrea Fuentes, Nikki Codromac, Jennifer Berry, Juliet McDaniel, Jenn Andrade, Deirdre Blocker, Natalie Sordello, Daneal Valouch, Tina Hansen, Margaret Lehr, Sally Parrott, Monica Aranda, Brittany Giordano, Megan Breshears, Lisa Ferguson, Mandy Graf, Tim Graf, Melidan Rosenquist and about ten other people.

Call to Order: The meeting was called to order at 6:05 p.m.

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

- a. **EXPULSION HEARING IN THE MATTER OF STUDENT: 2016/2017 – AH# 64**
- b. **EXPULSION HEARING IN THE MATTER OF STUDENT: 2016/2017 – AH# 65**
- c. **EXPULSION HEARING IN THE MATTER OF STUDENT: 2016/2017 – AH# 66**
- d. **EXPULSION HEARING IN THE MATTER OF STUDENT: 2016/2017 – AH# 68**
- e. **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**
Number of Cases: One (1)

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ADJOURN TO CLOSED SESSION Continued

Case Number: 2017020355

- f. CONFERENCE WITH LABOR NEGOTIATOR**
Title: Employee Organizations: One (1) Group
- g. PUBLIC EMPLOYEE EMPLOYMENT**
Title: Administrative Assignments

***Reconvene to
Open Session:***

The meeting reconvened to Open Session at 7:04 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.

***Adoption of
Agenda:***

The motion was made by Mr. Collins, seconded by Mrs. Miyakawa, adopting the Agenda and pulling all Student Discipline Action Items A-D.

AYES: Collins, Lindsey, Miyakawa, Rawe, Zeek

NOES: None

ABSENT: None

ABSTENTIONS: None

***Pledge of
Allegiance:***

Mrs. Zeek welcomed everyone to the meeting. Ms. Tedde' Vaupel, principal at Sylvan Elementary School introduced Isabella Herrera a 5th grader, who has been selected to lead the Pledge of Allegiance. Isabella led the audience in the Pledge of Allegiance.

Ms. Vaupel shared that Isabella is a true mustang leader who sets high academic goals. She is known for being an outstanding role model for others in the Sylvan school community. Isabella is active in the Leadership Academy. She enjoys presenting morning announcements and supporting kindergarten students. Isabella plans to become an engineer or forensic scientist. Ms. Vaupel shared they are very proud of Isabella and wish her the best as she moves on to middle school next year.

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Mrs. Zeek presented Isabella with a certificate for her accomplishment.

Recognition Presentation:

The school selected to be recognized at the Board meeting was Sylvan Elementary School. Ms. Vaupel introduced Nikki Whorton, Andrea Fuentes, Katy Lind, and Mary Kelley. The teachers gave an overview of the wonderful things taking off at Sylvan Elementary such as: Next Generation Science Standards (NGSS), The 5 E's of lesson design for NGSS, and Technology. Staff shared videos of Sylvan Elementary students engaged and excited about learning as their teachers motivate them through Project Based Learning. Ms. Vaupel shared that staff and students are looking forward to the STEAM Academy and invited all to their STEAM launch into 2017-2018 on Tuesday, August 8th at 5:30 p.m.

Student Discipline Action Items:

STUDENT DISCIPLINE ACTION ITEMS

- a. ITEM PULLED
- b. ITEM PULLED
- c. ITEM PULLED
- d. ITEM PULLED

Communications:

COMMUNICATIONS

Written Communication:

- a. No written communication at this time.

Public Participation:

- b. Jennifer Andrade, teacher at Ustach Middle School, advocated on behalf of middle school teachers and addressed their concerns regarding the substitute shortage. She also shared teachers' concerns with substitutes getting pulled to elementary sites after they have been prearranged to sub for teachers at the middle school.

Melanie Dean, teacher at Ustach Middle School, asked the Board to consider the staff input when planning the Calendar of Events and middle school back to school nights. She would like to see back to school night fall on the first week of school

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rather than the Wednesday on the second week of school.

INFORMATION AND DISCUSSION

Supt's Update:

a. Superintendent's Update – Teacher of the Year:

Mrs. Hendricks introduced Jennifer Anderson and Alissa Giva. Both Sylvan Union School District teachers were recognized and received a Teacher of the Year award at the Annual Teacher of the Year award ceremony on May 2, 2017. Mrs. Hendricks was excited to announce that Jennifer Anderson will be moving on to the state level.

Presentation: Perfect Attendance Awards:

b. Presentation: Perfect Attendance Awards:

Mrs. Hendricks and Mrs. Zeek introduced Vivian Nguyen, Carson Graf, and Drew Hansen. These students have attended 1607 days of school without an absence since their first day of school at Sylvan Union School District.

Mrs. Zeek presented Vivian, Carson, and Drew with a certificate for their great accomplishment and thanked their parents for their hard work and dedication to setting a wonderful example for their child.

Review Superintendent Evaluation Tool:

c. Review Superintendent Evaluation Tool:

Mrs. Zeek and the Board of Trustees reviewed the second draft of the Superintendent Evaluation Tool and the first draft of instructions for the performance review. Mrs. Zeek indicated the Board of Trustees will be providing new instructions for using the Superintendent Performance Review through google forms rather than Survey Monkey as presented.

2016-2017 Executive Leadership Strategic Goals Update:

d. 2016-2017 Executive Leadership Strategic Goals Update:

Mrs. Hendricks provided the Board of Trustees with the Spring Update of the 2016-2017 Leadership Strategic Goals.

LCAP Update: Review LCAP Draft:

e. LCAP Update: Review LCAP Draft:

Mrs. Reed reviewed the new LCAP template and reviewed the 2017-2020 draft LCAP.

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INFORMATION AND DISCUSSION Continued

***MID Easement
Request at Ustach
Middle School:***

f. MID Easement Request at Ustach Middle School:

Mrs. Perez presented data regarding the Easement Request at Ustach Middle School. Ryan Carroll with Florsheim Homes was present to answer questions and review the Easement drawing request from Florsheim Homes.

***Facilities Update:
Board Questions***

g. Facilities Update: Board Questions

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

***Second Reading:
Board Policy
Updates***

h. Second Reading: Board Policy Updates:

Staff and the Board of Trustees conducted a second reading of the second section of 2016 Board Policy updates. After discussion by the Board of Trustees and staff, it was determined three policies would need to be edited and brought back with new wording/language. Also Board policy AR 4257.1/4157.1/4357.1 (on page 280), will read to select option #2. Final Board Policy adoption is schedule for the May 30, 2017, Board meeting.

Action Items:

ACTION ITEMS

***Approval of the
purchase
agreement with
Solution Tree, Inc.
- August 7-8,
2017:***

- a.** The motion was made by Mr. Collins, seconded by Mrs. Miyakawa, approving the purchase agreement with Solution Tree, Inc. for the two (2) days of Onsite Professional Development services on June 5-6, 2017.

AYES: Collins, Lindsey, Miyakawa, Rawe, Zeek

NOES: None

ABSENT: None

ABSTENTIONS: None

***Approval of the
purchase
agreement with
Solution Tree, Inc.
- August 7-8,
2017:***

- b.** The motion was made by Mrs. Lindsey, seconded by Mr. Rawe, approving the purchase agreement with Solution Tree, Inc. for the two (2) days of Onsite Professional Development services on August 7-8, 2017.

AYES: Collins, Lindsey, Miyakawa, Rawe, Zeek

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ACTION ITEMS Continued

NOES: None

ABSENT: None

ABSTENTIONS: None

Approval of the purchasing agreement with Solution Tree, Inc. – RTI at Work Onsite School Coaching 2017-2018:

- c. The motion was made by Mrs. Miyakawa, seconded by Mr. Collins, approving the purchasing agreement with Solution Tree, Inc. for four (4) days of RTI at Work Onsite Coaching at each Sylvan Union School District school site during the 2017-2018 school year.

AYES: Collins, Lindsey, Miyakawa, Zeek

NOES: Rawe

ABSENT: None

ABSTENTIONS: None

Approval of the Staff Secretary I revised job description:

- d. The motion was made by Mr. Miyakawa, seconded by Mr. Rawe, approving the revisions to the Staff Secretary I job description.

AYES: Collins, Lindsey, Miyakawa, Rawe, Zeek

NOES: None

ABSENT: None

ABSTENTIONS: None

Approval of Salary Placement Schedule 2017-2018:

- e. The motion was made by Mr. Collins, seconded by Mr. Rawe, approving the revised Salary Placement Schedule 2017-2018, moving the placement from Range 11 to Range 13.

AYES: Collins, Lindsey, Miyakawa, Rawe, Zeek

NOES: None

ABSENT: None

ABSTENTIONS: None

Approval of the Sylvan Elementary Reconstruction Change Request:

- f. The motion was made by Mr. Rawe, seconded by Mr. Collins, approving to vote separately on each recommended item for the Sylvan Elementary Reconstruction Change Request and approving pending Change Order No. 27 in the amount of \$50,161 to replace the window system on the front side of the school facing Coffee Rd.

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ACTION ITEMS Continued

AYES: Collins, Miyakawa, Rawe, Zeek

NOES: Lindsey

ABSENT: None

ABSTENTIONS: None

The motion was made by Mr. Rawe, seconded by Mrs. Miyakawa, approving to vote separately on each recommended item for the Sylvan Elementary Reconstruction Change Request and approving to retain the balance of the contingency for Phase IV of the project for unforeseen conditions.

AYES: Collins, Lindsey, Miyakawa, Rawe, Zeek

NOES: None

ABSENT: None

ABSTENTIONS: None

The motion was made by Mrs. Miyakawa, seconded by Mr. Collins, approving to vote separately on each recommended item for the Sylvan Elementary Reconstruction Change Request and approving the purchase of STEAM style furniture from the general fund in an amount not to exceed \$30,000.

AYES: Collins, Lindsey, Miyakawa, Rawe, Zeek

NOES: None

ABSENT: None

ABSTENTIONS: None

The motion was made by Mr. Collins, seconded by Mrs. Miyakawa, approving to vote separately on each recommended item for the Sylvan Elementary Reconstruction Change Request and approving the purchase of a 30 unity Laptop Card in the amount of \$41,000 from the general fund annual technology budget.

AYES: Collins, Miyakawa, Zeek

NOES: Lindsey, Rawe

ABSENT: None

ABSTENTIONS: None

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ACTION ITEMS Continued

***Adopt Resolution
2016/2017 - #21:
Order of Election:***

- g.** The motion was made by Mr. Rawe, seconded by Mrs. Miyakawa, adopting Resolution 2016/2017 - #21: Order of Election, ordering a Governing Board Member Election for members in Trustee Areas 2, 3, and 5.

AYES: Collins, Lindsey, Miyakawa, Rawe, Zeek

NOES: None

ABSENT: None

ABSTENTIONS: None

***Approval of 2015-
2016 Annual
Performance
Audit and
Financial Report:
Citizens' Bond
Oversight
Committee:***

- h.** The motion was made by Mr. Rawe, seconded by Mrs. Miyakawa, approving the 2015-2016 Annual Performance Audit and Financial Report: Citizens' Bond Oversight Committee.

AYES: Collins, Lindsey, Miyakawa, Rawe, Zeek

NOES: None

ABSENT: None

ABSTENTIONS: None

***Expenditure of
Construction
Funds:***

- i.** The motion was made by Mr. Collins, seconded by Mrs. Miyakawa, 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 April 11, 2017, Regular Board Meeting and the April 25, 2017, Special Board Meeting;
- b.** The Ratification of the following Personnel Actions:

The employment of:

Certificated:

Certificated Management hired: 1

Certificated Management re-assignment: 1

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CONSENT ITEMS Continued

Certificated Management promotion: 1

Certificated resignation: 2 Teacher, 1 Speech Language Pathologist, Teacher and 1 Instructional Coach

Certificated release from contract: 1 Teacher for 2017-18 school year
Certificated retirement: 1 Teacher

Classified:

Classified hired: 1 Groundsperson, 2 Behavior Specialist Aides, 2 Noon Duty Supervisors and 1 Health Clerk

Classified resignation: 1 Instructional Paraprofessional Resource

Classified termination: 1 Behavior Specialist Aide and 2 Noon Duty Supervisors

- f. The ratification of checks as listed;
- g. The approval of the listed donation:
 - The donation of \$4,800.00 in Scholastic Bucks from Crossroads PTA to Crossroads Elementary School to purchase new library books for students.
 - The donation of \$1,377.75 from Freedom PTA to Freedom Elementary School to purchase Wednesday and Homework folders for students.
 - The donation of \$555.88 from Chipotle Mexican Grill to Standiford Elementary for school supplies and student recognition.
 - The donation of \$20.00 from YourCause Corporate Employee Giving Programs to Stockard Coffee Elementary School for school supplies and student recognition.
 - The donation of \$2,435.00 from Woodrow PTA to Woodrow Elementary School for student field trips.

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CONSENT ITEMS Continued

- The donation of \$161.00 from Rickey Holcombe and PG&E to Somerset Middle School for school supplies and student recognition.

TOTAL VALUE: \$9,349.63

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:

- The 8th Grade Promotions will be held at the following times and locations:
 - Somerset: Thursday, May 25th at 6:30 PM at Somerset Middle School
 - Ustach: Friday, May 26th at 5:30 PM at Johansen High School Stadium
 - Savage: Friday, May 26th at 6:30 PM at Savage Middle School
- The Classified School Employee's Week is May 21-27, 2017. The job shadowing schedule has been shared with the Board of Trustees.
- Save the Date for the Annual Leadership Retreat: Wednesday, August 2, 2017. Location and time TBD.

Board Reports:

BOARD REPORTS

Mr. Rawe had nothing to report.

Mrs. Lindsey thanked staff at C.F. Brown Elementary for the wonderful site visit. The visit was an uplifting experience for her and she really enjoyed observing the students in a STEM environment.

Mr. Collins shared his parenting/chaperone experience to Disneyland

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BOARD REPORTS Continued

with the Somerset Middle School band. He commended Mrs. Cole and all the students who participated in the event. Mr. Collins enjoyed Star Wars Day and all the extra fascinating guests at Disneyland.

Mrs. Miyakawa enjoyed the many visits in May, including Leadership Day at Mary Ann Sanders Elementary School. She praised the students for their performances and was impressed by their confidence level. Mrs. Miyakawa also attended the Adaptive PE Track Meet at Savage Middle School. She thanked staff for their contribution to the students and for all the effort and hard work to make the event a very successful one. Mrs. Miyakawa mentioned that she hopes for cool weather during the promotion ceremonies this year.

Mrs. Zeek also attended Leadership Day at Mary Ann Sanders and was very impressed by the students' knowledge of the seven habits. She said it was a very joyful and uplifting day. She concurred with Mrs. Lindsey.

Mrs. Zeek thanked everyone for attending the meeting.

Future Agenda Items:

FUTURE AGENDA ITEMS:

- Spring Board Retreat: May 23, 2017, at 6:00 P.M. at the Zeek Residence.
- Next Regular Board Meeting: May 30, 2017 at 7:00 P.M.

Final Adjournment:

The meeting was adjourned by Board President Mrs. Zeek at 9:02 p.m.

WITNESS:

Mrs. Lindsey, Vice President of the Board

Date