

**SYLVAN UNION SCHOOL DISTRICT  
REGULAR MEETING OF  
THE BOARD OF TRUSTEES  
September 12, 2017**

# MINUTES

***Members Present:*** Mmes. Jennifer Miyakawa and Terriann Zeek.  
Messrs. David Collins.

***Members Absent:*** Mmes. Cynthia Lindsey and Messrs. George Rawe.

***District Administration Present:*** Debra Hendricks, Velma Beck, Yvonne Perez, Sharon Roddick, John Patten, Marti Reed, Laura Granger, Mitch Wood, Cheryl Phan, and Dawn Mori.

***Audience Present:*** Birgit Fladager, George Papadopoulos, Maribel Garcia, Scott Kuykendall, Christine McGuire, Scott Ferreira, Karyn Garcia, Gary Miller, Amber Wethern, Kala Buck, Laurie Hulin, Angela Quinteros, Donna Tigrett, Rebecca Harms, Lisa Ferguson, Charley Campbell, Sara Bradley, Ryan Bullard, Michele Calton, Kathy Friedmann, Pamela Mayne, Nikki Codromac, Audry Garza, Jennifer Berry, Margaret Vega, Melissa James, Diana Avina, Nichole Prom, Gabriella Bautista, Eric Pylman, Barbara Miller, Sara Miller, Emiliano Marroquin, Melissa Xavier and about ten other people.

***Call to Order:*** The meeting was called to order at 6:39 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**

***Reconvene to Open Session:*** The meeting reconvened to Open Session at 7:03 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 Mrs. Miyakawa, seconded by Mr. Collins, adopting the Agenda and removing Information and Discussion Item 10.d. Review Board Policy 2140: Evaluation of the Superintendent, Information and Discussion Item 11.e. Second Reading: Board Policy Updates, and Action Item 11.m. Policy Update Adoption.

**AYES:** Collins, Miyakawa, Zeek

**NOES:** None

**ABSENT:** Lindsey, Rawe

**ABSTENTIONS:** None

### *Appointment of Acting Vice- President for tonight's Board meeting on September 12, 2017:*

The motion was made by Mrs. Miyakawa, seconded by Mr. Collins, appointing Mr. Collins as Vice President in the absence of Mrs. Lindsey at tonight's Board meeting.

**AYES:** Collins, Miyakawa, Zeek

**NOES:** None

**ABSENT:** Lindsey, Rawe

**ABSTENTIONS:** None

### *Pledge of Allegiance:*

Mrs. Zeek welcomed everyone to the meeting. Mr. Scott Ferreira, principal at Sherwood Elementary School introduced Emiliano Marroquin a 5<sup>th</sup> grader, who has been selected to lead the Pledge of Allegiance.

Emiliano led the audience in the Pledge of Allegiance.

Mr. Ferreira shared that Emiliano, a fifth grade student in Mrs. Cline's class at Sherwood Elementary was selected to be presented at tonight's Board meeting because he is an outstanding student who is genuine to his peers. Emiliano possesses all the qualities and traits a parent, friend, and teacher admire and look for in an individual. Emiliano has been a Sherwood Archer since Kindergarten and has attended a total of 878 school days. His photo will now be posted on the Wall of Fame which also contains the picture of his brother Jimmy who was recognized five years ago. Mr. Ferreira congratulated Emiliano on behalf of Sherwood staff.

Mrs. Zeek presented Emiliano with a certificate for his accomplishments.

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### ***Recognition Presentation:***

Sherwood Elementary was the school selected to be recognized at tonight's Board meeting. Principal Scott Ferreira shared a heartfelt video showcasing the wonderful people who do really good things at Sherwood Elementary each and every day. The video displayed events such as assemblies, the solar eclipse, and Constitution day. Student's voices were heard throughout the video as they recited why they loved being a Sherwood Elementary student.

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

#### ***Written Communication:***

- a.      Mrs. Hendricks shared the following information with the Board:
  - None.

#### ***Public Participation:***

- b.      Audry Garza, Sylvan Educational Foundation Chairperson, announced and congratulated Somerset Middle School, Freedom Elementary, and Sherwood Elementary for being the top performing schools during the SEF Summer Fundraiser Fireworks Booth. Mrs. Garza also thanked the community, schools, students, and parents for their continued support. She also invited all to the annual SEF Breakfast Fundraiser that will take place on Saturday, February 24<sup>th</sup>. All fundraiser funds get awarded as mini grants to teachers in the Sylvan Union School District.

## **INFORMATION AND DISCUSSION**

### ***Supt's Update:***

#### **a.      Superintendent's Update – Governance Goal Update:**

Mrs. Hendricks provided an update on the School Site Support Plan. Mrs. Hendricks reviewed strengths and identified a few areas of support needed for each school site. Staff has been assigned to assist sites by providing additional support as we continue to close the achievement gap and strive for overall gains in ELA and Math for all students. Mrs. Hendricks and staff will continue to collect data of the growth and gains by each site, and will report back the progress throughout the school year.

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### INFORMATION AND DISCUSSION Continued

#### *Presentation:*

#### *FOCUS Program:*

#### **b. Presentation: FOCUS Program:**

Mrs. Hendricks shared that the FOCUS Program of Stanislaus County stands for Focusing On Children Under Stress. Mrs. Hendricks then introduced the FOCUS Program team to present on Stanislaus County's Focusing On Children Under Stress (FOCUS) Program. Birgit Fladager, Stanislaus County District Attorney, explained how this wonderful program was designed to help children exposed to stressful or traumatic events receive the special attention and support they need to be successful in school. Maribel Garcia and George Papadopoulos, FOCUS Program Coordinators, decided to bring the FOCUS Program to Stanislaus County after attending a Drug Endangered Children's conference. The FOCUS Program collaborates with first responders, law enforcement, firefighters, emergency medical responders, and mandated reporters to send out FOCUS notifications to a child's school when he/she has been exposed to a traumatic event. The school is asked to observe the child, provide extra support, and handle the student with care. The team presented a video about the program discussing how traumatic events affect children, how we can help a child under stress, the development and implementation of the program, and live feedback from members in our community, including Debra Hendricks our Superintendent. The video and more information on the FOCUS Program can be found at [www.focuscalifornia.org](http://www.focuscalifornia.org).

George Kuykendall, Assistant Superintendent Educational Options at Stanislaus County Office of Education also spoke and thanked Debra Hendricks, Yvonne Perez, and Michael Maaske for their assistance and support by providing meals for schools in Stanislaus County.

#### *Communication Plan Update:*

#### **c. Communication Plan Update:**

Mrs. Hendricks provided an update on the Communication Plan and shared that an Incident Command Team (Debra Hendricks, Dawn Mori, Michael Maaske, John Patten, Mitch Wood, Marti Reed, and Carol Smith) have met five times since the summer to create an emergency response plan for the district. Local law enforcement, fire department, and sheriff personnel have been invited to the next Incident Command meeting to review and provide feedback on the district's draft plan for emergency situations. Staff will provide updates as they continue and finalize plan details and procedures.

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### INFORMATION AND DISCUSSION Continued

*Review Board  
Policy 2140:  
Evaluation of the  
Superintendent:*

**d. AGENDA ITEMS WAS PULLED**

*Second Reading:  
Board Policy  
Updates:*

**e. AGENDA ITEM WAS PULLED**

*Facilities Update:*

**f. Facilities Update:**

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

*Action Items:*

### ACTION ITEMS

*Approve  
Resolution  
2017/2018 - #10  
Authorizing the  
Commencement of  
Proceedings in  
Connection with  
the Issuance of  
Sylvan Union  
School District  
General  
Obligation Bonds,  
Election of 2006,  
Series C (2017):*

- a.** The motion was made by Mr. Collins, seconded by Mrs. Miyakawa, adopting Resolution 2017/2018 - #10 Authorizing the Commencement of Proceedings in Connection with the Issuance of Sylvan Union School District General Obligation Bonds, Election of 2006, Series C (2017) retaining a municipal advisor, bond counsel and disclosure counsel and directing certain actions with respect thereto. Mrs. Zeek noted that with two (2) Board members absent tonight, a unanimous vote is necessary in order for this item to pass. She went on to state that she didn't vote in favor of this particular solution for the Orchard HVAC project at the September 5, 2017, Special Board meeting, but in the interest of moving the HVAC project forward and honoring the will of the majority of the Board, she would vote in favor of tonight's action.

**AYES:** Collins, Miyakawa, Zeek

**NOES:** None

**ABSENT:** Lindsey, Rawe

**ABSTENTIONS:** None

*Approve  
Employment  
Contract:*

- b.** The motion was made by Mrs. Miyakawa, seconded by Mr. Collins, approving the amended Superintendent Contract for Debra M. Hendricks, Superintendent for the period commencing

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### ACTION ITEMS Continued

***Superintendent  
Contract:***

July 1, 2017 through June 30, 2018. The amended salary for Superintendent Hendricks is one hundred eighty three thousand seven hundred three dollars and sixty cents.

**AYES:** Collins, Miyakawa, Zeek

**NOES:** None

**ABSENT:** Lindsey, Rawe

**ABSTENTIONS:** None

***Approve Budget  
Revisions for the  
Period from  
March 1, 2017  
through June 30,  
2017:***

- c. The motion was made by Mr. Collins, seconded by Mrs. Miyakawa, approving budget revisions for the period from March 1, 2017 through June 30, 2017.

**AYES:** Collins, Miyakawa, Zeek

**NOES:** None

**ABSENT:** Lindsey, Rawe

**ABSTENTIONS:** None

***Approve 2016-  
2017 Unaudited  
Actual Financial  
Report:***

- d. The motion was made by Mr. Collins, seconded by Mrs. Miyakawa, approving the 2016-2017 Unaudited Actual Financial Report.

**AYES:** Collins, Miyakawa, Zeek

**NOES:** None

**ABSENT:** Lindsey, Rawe

**ABSTENTIONS:** None

***Resolution  
2017/2018 - #6  
GANN Limit  
(Appropriations):***

- e. The motion was made by Mrs. Miyakawa, seconded by Mr. Collins, adopting Resolution 2017/2018 - #6 GANN Limit (Appropriations).

**AYES:** Collins, Miyakawa, Zeek

**NOES:** None

**ABSENT:** Lindsey, Rawe

**ABSTENTIONS:** None

***Resolution  
2017/2018 - #7:  
Week of  
Administrator:***

- f. The motion was made by Mrs. Miyakawa, seconded by Mr. Collins, adopting Resolution 2017/2018 - #7: Week of Administrator which recognizes the second full week in October 2017 as the "Week of the School Administrator".

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### ACTION ITEMS Continued

**AYES:** Collins, Miyakawa, Zeek

**NOES:** None

**ABSENT:** Lindsey, Rawe

**ABSTENTIONS:** None

***Resolution***  
***2017/2018 - #8:***  
***Red Ribbon Week:***

- g.** The motion was made by Mr. Collins, seconded by Mrs. Miyakawa, adopting Resolution 2017/2018 - #8: Red Ribbon Week. This resolution declares October 23-27, 2017 as “Red Ribbon” week for the Sylvan Union School District.

**AYES:** Collins, Miyakawa, Zeek

**NOES:** None

**ABSENT:** Lindsey, Rawe

**ABSTENTIONS:** None

***Resolution***  
***2017/2018 - #9:***  
***Rescheduling of***  
***Board Member***  
***Elections from***  
***Odd to Even Year***  
***Elections:***

- h.** The motion was made by Mrs. Miyakawa, seconded by Mr. Collins, adopting Resolution 2017/20108 - #9: Rescheduling of Board Member Elections from Odd to Even Year Elections. This resolution adopted states as of January 2018, all seated Board members will have an extension of one (1) year added to their term resulting in a five (5) year term. The subsequent Board member elections (2020 and 2022) shall be for a term of four (4) years.

**AYES:** Collins, Miyakawa, Zeek

**NOES:** None

**ABSENT:** Lindsey, Rawe

**ABSTENTIONS:** None

***Approve Purchase*** ***i.***  
***Agreement with***  
***LightSail Inc.:***

- The motion was made by Mrs. Miyakawa, seconded by Mr. Collins, approving the purchase agreement with LightSail Inc. for digital library/reading software license agreement for a one year.

**AYES:** Collins, Miyakawa, Zeek

**NOES:** None

**ABSENT:** Lindsey, Rawe

**ABSTENTIONS:** None

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### ACTION ITEMS Continued

***Ratify  
Memorandum of  
Understanding  
(MOU) with  
California State  
University,  
Stanislaus, for  
Teaching  
Internship  
Credential  
Program:***

- j. The motion was made by Mrs. Miyakawa, seconded by Mr. Collins, ratifying the Memorandum of Understanding (MOU) with California State University, Stanislaus, for Teaching Internship Credential Program.

**AYES:** Collins, Miyakawa, Zeek

**NOES:** None

**ABSENT:** Lindsey, Rawe

**ABSTENTIONS:** None

***Approve  
Memorandum of  
Understanding  
(MOU) for  
California State  
University  
CalState TEACH  
Program:***

- k. The motion was made by Mr. Collins, seconded by Mrs. Miyakawa, approving the Memorandum of Understanding (MOU) with California State University CalState TEACH Program.

**AYES:** Collins, Miyakawa, Zeek

**NOES:** None

**ABSENT:** Lindsey, Rawe

**ABSTENTIONS:** None

***Approve  
Memorandum of  
Understanding  
(MOU) with  
Stanislaus County  
Office of  
Education, Child  
& Family Services  
Head Start  
Program:***

- l. The motion was made by Mrs. Miyakawa, seconded by Mr. Collins, approving the Memorandum of Understanding (MOU) with Stanislaus County Office of Education, Child & Family Services Head Start Program.

**AYES:** Collins, Miyakawa, Zeek

**NOES:** None

**ABSENT:** Lindsey, Rawe

**ABSTENTIONS:** None

***Policy Update  
Adoption:***

- m. **PULLED**

***Approve 2018  
Board Meeting  
Schedule:***

- n. The motion was made by Mrs. Miyakawa, seconded by Mr. Collins, adopting the 2018 Board Meeting Schedule.

**AYES:** Collins, Miyakawa, Zeek



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### ACTION ITEMS Continued

**NOES:** None

**ABSENT:** Lindsey, Rawe

**ABSTENTIONS:** None

#### *Expenditure of Construction Funds:*

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

**AYES:** Collins, Miyakawa, Zeek

**NOES:** None

**ABSENT:** Lindsey, Rawe

**ABSTENTIONS:** None

#### *Consent Agenda:*

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

- a.** The Minutes from the September 12, 2017, Regular Board Meeting;

- b.** The Ratification of the following Personnel Actions:

The employment of:

Classified resignation = 4

Classified termination = 1

Classified Unpaid leave of absence = 1

- c.** The ratification of checks as listed;
- d.** Approval of 2017-2018 Liability and Property Insurance;
- e.** Ratification of the Speech Pathology Contract with The Gift of Speech;
- f.** Approval of the service agreement with Interim HealthCare;
- g.** Approval of the Middle School clubs, sports, and extra duty stipends;
- h.** Approval of the service contract with Fagundes Speech Center, LLC;

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### CONSENT ITEMS Continued

i. The approval of the listed donation:

- The donation of \$725.00 from C.F. Brown Parent Teacher Club to C.F. Brown Elementary School for transportation costs for field trips.
- The donation of \$10.00 from YourCause Corporate Employee Giving Programs to Freedom Elementary School for school recognition and supplies.
- The donation of \$20.00 from Sarkis Benjamin and Babylonia Warda to Freedom Elementary School for the purchase of saganizer core balance disc cushions for Mrs. Kusiek's classroom.
- The donation of \$20.00 from YourCause Corporate Employee Giving Programs to Stockard Coffee Elementary School for school recognition and supplies.
- The donation of \$2,500.00 from Oak Valley Bank to Sylvan Elementary STEAM Academy for the purchase of furniture and equipment for the STEAM Lab.
- The donation of \$634.56 from F&M Bank to Sylvan Elementary STEAM Academy for purchasing lab chairs for the STEAM Lab.
- The donation of \$ 1,000.00 from BAC Community Bank to Sylvan Elementary STEAM Academy for the purchase of furniture and equipment for the STEAM Lab.

TOTAL VALUE: \$4,909.56

**AYES:** Collins, Miyakawa, Zeek

**NOES:** None

**ABSENT:** Lindsey, Rawe

**ABSTENTIONS:** None

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### *Superintendent's Report:*

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

- The Annual Fall School Board Dinner Meeting will be Thursday, September 28<sup>th</sup> at 5:45 PM.
- The first Governance Team Site Visit this school year will be on Friday, September 29<sup>th</sup> at Aspire University Charter School. Our visit will begin at 9:00 am and end at 10:30 am.
- The Sylvan Elementary STEAM Academy donor reception will be held on Thursday, September 28<sup>th</sup> from 9:00-10:00 am at Sylvan Elementary School.

### *Board Reports:*

#### **BOARD REPORTS**

*Mr. Rawe* was absent.

*Mrs. Lindsey* was absent.

*Mr. Collins* had nothing to report.

*Mrs. Miyakawa* thanked the community for their generous support towards the STEAM Lab at Sylvan Elementary School STEAM Academy. She also shared she is looking forward to Constitution Day this Friday, September 15, 2017, and thanked Mr. Ferreira for the wonderful video presentation displaying Sherwood's previous activities for Constitution Day.

*Mrs. Zeek* reported that unfortunately she will miss Constitution Day events this Friday and the Sylvan STEAM Donor Assembly.

Mrs. Zeek thanked everyone for attending the meeting.

### *Future Agenda Items:*

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

- Governance Fall Retreat: September 19, 2017, at 5:30 P.M. at the Zeek residence.
- Next Regular Board Meeting: October 10, 2017, at 7:00 P.M.

### *Final Adjournment:*

The meeting was adjourned by Board President Mrs. Zeek at 8:13 p.m.

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**WITNESS:**

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Mrs. Lindsey, Vice President of the Board

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Date