

**SYLVAN UNION SCHOOL DISTRICT
REGULAR MEETING OF
THE BOARD OF TRUSTEES
May 22, 2018**

MINUTES

Members Present: Mmes. Christine Harvey, Cynthia Lindsey, 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, Laura Granger, Cheryl Phan, and Dawn Mori.

Audience Present: Gary Miller, Deanne Andrade-Freitas, Carrie Albert, Kala Buck, Nikki Codromac, Kathy Friedmann, Katie Bennett, Michele Calton, Tedde' Vaupel, Rana Banakhanan, Jennie Smith, Brian Ferguson, Joanna O'Brien, Nancee Davis, Jason Gales, Rebecca Harms, Cory Simpson, Erica Amezcua, Tiffanie Harris and about four other people.

Call to Order: The meeting was called to order at 6:00 p.m.

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

- a. **CONFERENCE WITH LEGAL COUNSEL – POTENTIAL LITIGATION**
Number of Cases: Three (3)
- b. **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**
Number of Cases: One (1)
Case Name: Tillman
- c. **CONFERENCE WITH LABOR NEGOTIATOR**
Title: Employee Organizations: All Groups (Sylvan Educators Association, California School Employees Association, Chapter 73, and Unrepresented
- d. **PUBLIC EMPLOYEE EMPLOYMENT**
Title: Administrative Assignments

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

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***Board President
Announcement:***

Mrs. Lindsey 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. Lindsey reported that direction was given to staff regarding all matters.

***Adoption of
Agenda:***

The motion was made by Mrs. Miyakawa, seconded by Mr. Rawe, adopting the Agenda as amended by pulling Action Item 11j. Approval of the memorandum of understanding with San Joaquin County Office of Education (SJCOE) California Preschool Instruction Network (CPIN).

AYES: Collins, Harvey, Lindsey, Miyakawa, Rawe

NOES: None

ABSENT: None

ABSTENTIONS: None

***Pledge of
Allegiance:***

Mrs. Lindsey welcomed everyone to the meeting. Mr. Gary Miller, principal at Ustach Middle School introduced Rana Banankhah an 8th grader, who has been selected to lead the Pledge of Allegiance.

Rana led the audience in the Pledge of Allegiance.

Mr. Miller, shared a video created by Rana. Rana is a true shining example of Ustach Middle School. Rana's teachers described her as a young lady who is hardworking and meticulous in everything she does. Rana has been in honor roll while attending Ustach Middle School. Rana is known as one of the most amiable and well-mannered students who is liked by her peers and staff members on campus. Mr. Miller stated that her strong work ethic, intellect, and desire to succeed will ensure that she will be a standout in high school, college, and beyond. Rana stays busy by being a part of the Science Olympiad, Track, Cross Country, Basketball, Math Bowl, Leadership, Peace Essays, Eileen Jafa Poetry contest, WEB, Peer Tutoring, and PHAST jv, and has had perfect attendance along the way! Rana will be attending Modesto High School next year.

Mrs. Lindsey presented Rana with a certificate for her accomplishment.

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Recognition Presentation:

The school selected to be recognized at tonight's Board Meeting was Ustach Middle School. Mr. Miller shared lots of good things happening at Ustach Middle School. He also shared that Ustach celebrated their 25th anniversary on March 16, 2018, during lunch. Throughout the 2017-2018 school year, the school has had a visit from Jeff Denham to recognize two students for their Code X app, muffins with mom events, donuts with dad events, Star Wars movie night, assemblies of kindness, participated in the Science Olympiad, Math Blast and Math Super Bowl, ELAC parent tours, musicians took a trip to Disneyland, Kodiak Athletics, PHAST jv, WEB leaders, Renaissance Program and assemblies, and lunch on the lawn with students and staff. Mr. Miller proudly showed the Esprit de Corps Award the band members received and praised Mrs. Tiffanie Harris for her amazing work with the students in the music program.

Communications: **COMMUNICATIONS**

Written Communication:

- a. Mrs. Hendricks shared that she received notification that Savage Middle School, Ustach Middle School, and Mary Ann Sanders Elementary School were named as Honor Roll schools for the 2017-2018 California Honor Roll. These three sites were among the 1,798 schools recognized for higher performing schools that are distinguished for their academic achievement and closing achievement gaps.

Public Participation:

None.

INFORMATION AND DISCUSSION

Supt's Update:

a. Superintendent's Update – Honor School Roll:

Mrs. Hendricks shared this information during Public Participation.

Budget Update/May Revise:

b. Budget Update/May Revise:

Mrs. Phan shared that Governor Jerry Brown released his May revise on May 11, 2018. After reviewing the information released, it appears to be good news and paint a bright picture by providing additional revenue. The Governor reminds us to be cautious because a recession will be coming in the future. Mrs. Phan reviewed projections for the 2018-19 budget based on the May revise.

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INFORMATION AND DISCUSSION Continued

Management Classification Study:

c. Management Classification Study:

Mrs. Roddick shared the results of the Management Classification Study to the Board of Trustees. Mrs. Roddick shared that Sylvan Union School District has fallen behind other surrounding districts when it comes to certain management compensation and benefit packages. Our goal is to attract and retain employees by being able to provide comparable and competitive salary schedules. Currently, our certificated teachers are at the top or middle of compensation rates compared to other districts in our area. Should the Board approve the suggested management salary increases, the financial impact for twenty positions suggested would be \$62,000. The suggested salary increases would be active beginning the 2018-2019 school year. Mrs. Roddick shared that new administrator go through a two year mentoring program, and have informal and formal supports on a daily basis.

Facilities and Safety Update: Board Questions:

e. Facilities and Safety Update: Board Questions:

Mrs. Hendricks provided the Board of Trustees with a safety update. She recently conducted site visits with Modesto Police Sargent Robert Reyna and his team at Savage and Ustach Middle Schools. The objective was to review and evaluation the number of locked doors at the offices. Mrs. Hendricks has scheduled a follow up meeting with the principals and office managers of those sites to discuss the observations made and input provided by Sargent Reyna's team. The Board of Trustees thanked Mrs. Hendricks for being proactive and implementing the new safety procedures and practices to keep students and staff safe. Mrs. Hendricks explained how safety is a team effort and appreciates how supportive staff has been of the changes.

Mrs. Perez shared information regarding the Ustach Modernization Planning. Mrs. Perez shared that the subcommittee has met twice, March 12, 2018, and on April 23, 2018. The subcommittee is planning another meeting on June 18, 2018. Currently the district is anticipating \$7.6 million will be available to fund the project and these funds are anticipated by the end of the 2018-19 fiscal year. Mrs. Perez also provided a Bond Fun (Fund 21) update and shared that there is a remaining balance of \$2.4 million. Mrs. Perez stated

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INFORMATION AND DISCUSSION Continued

she would like to request that the district gather supporting documentation of state match grant funds and work with the district's

auditor to correct the transfer of state match funds to the bond fund for the Stockard Coffee Modernization and transfer the funds to Fund 40 to be used on other high priority facilities projects in need. This should bring Fund 21 to zero and complete the reporting requirements for the \$40 million bond authorization. Mrs. Perez will gather information and present finding at a future board meeting.

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

Action Items:

ACTION ITEMS

*Approve
Employment
Agreement:
Superintendent's
Evaluation and
Agreement:*

- a. The motion was made by Mr. Rawe, seconded by Ms. Harvey, approving the Superintendent's evaluation as satisfactory and approving the Employment Agreement with Debra M. Hendricks, to serve as the District's Superintendent for the period commencing July 1, 2018, thru June 30, 2019.

AYES: Collins, Harvey, Lindsey, Miyakawa, Rawe
NOES: None
ABSENT: None
ABSTENTIONS: None

*Approve the
Transfers between
Funds:*

- b. The motion was made by Mr. Collins, seconded by Mrs. Miyakawa, approving the five one-time transfers of funds as described by staff.

AYES: Collins, Harvey, Lindsey, Miyakawa, Rawe
NOES: None
ABSENT: None
ABSTENTIONS: None

*Approve increase
to Williams &
Associates, LLC
Contract:*

- c. The motion was made by Mrs. Miyakawa, seconded by Ms. Harvey, ratifying an increase to the projected amount for School Facilities consultant agreement services with Williams & Associates, LLC for the 2017-18 fiscal year from \$5,000 to \$25,000 for work on our state facility program.

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ACTION ITEMS Continued

AYES: Collins, Harvey, Lindsey, Miyakawa, Rawe

NOES: None

ABSENT: None

ABSTENTIONS: None

Approve the 2018-2021 Technology Plan:

- d. The motion was made by Mr. Collins, seconded by Ms. Harvey, approving the 2018-2021 Technology Plan.

AYES: Collins, Harvey, Lindsey, Miyakawa, Rawe

NOES: None

ABSENT: None

ABSTENTIONS: None

Approval of Amended Certificated and Classified Management Salary Schedules:

- e. The motion was made by Mrs. Miyakawa, seconded by Ms. Harvey, approving the revisions to specified Certificated and Classified Management Salary Schedules for the 2018-2019 school year.

AYES: Collins, Harvey, Lindsey, Miyakawa, Rawe

NOES: None

ABSENT: None

ABSTENTIONS: None

Approval of Purchase Agreement with Solution Tree, Inc. – RTI at Work On-site School Coaching 2018-2019:

- f. The motion was made by Mr. Collins, seconded by Mrs. Miyakawa, approving the purchase agreement with Solution Tree, Inc. for twenty-five (25) days on on-site professional development services during the 2018-2019 school year.

AYES: Collins, Harvey, Lindsey, Miyakawa

NOES: Rawe

ABSENT: None

ABSTENTIONS: None

Approve Purchase Agreement with Solution Tree, Inc. – August 2018 Professional Development:

- g. The motion was made by Mr. Collins, seconded by Ms. Harvey, approving the agreement for professional development with Solution Tree, Inc. Associate Katie White for two (2) days of training on August 2-3, 2018.

AYES: Collins, Harvey, Lindsey, Miyakawa, Rawe

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ACTION ITEMS Continued

NOES: None

ABSENT: None

ABSTENTIONS: None

*Approval of
Purchase
Agreement with
Solution Tree, Inc.
(Dr. Kimberly
Tyson):*

- h.** The motion was made by Mr. Collins, seconded by Mrs. Miyakawa, approving the agreement with Solution Tree, Inc. with Dr. Kimberly Tyson for on-site professional development services delivered on August 2-3, 2018

AYES: Collins, Harvey, Lindsey, Miyakawa, Rawe

NOES: None

ABSENT: None

ABSTENTIONS: None

*Approval of
Memorandum of
Understanding
with San Joaquin
County Office of
Education
(SJCOE)
Language and
Literacy
Department:*

- i.** The motion was made by Mr. Rawe, seconded by Mrs. Miyakawa, approving the memorandum of understanding for professional development with San Joaquin County Office of Education (SJCOE) Language and Literacy Specialists for two (2) days of on-site professional development services on August 3 and 6, 2018.

AYES: Collins, Harvey, Lindsey, Miyakawa, Rawe

NOES: None

ABSENT: None

ABSTENTIONS: None

*Approval of
Memorandum of
Understanding
with San Joaquin
County Office of
Education
(SJCOE)
California
Preschool
Instruction
Network (CPIN:)*

- j.** **Item PULLED**

*Approve Service
Agreement for*

- k.** The motion was made by Mr. Rawe, seconded by Mr. Collins, approving the service agreement with Terriann Zeek Tutoring

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ACTION ITEMS Continued

Tutoring Services: Services from the service dates of 05/23/2018 to 08/03/2018.

AYES: Collins, Harvey, Lindsey, Miyakawa, Rawe

NOES: None

ABSENT: None

ABSTENTIONS: None

Approve Security Alarm Systems Contract: **l.** The motion was made by Mrs. Miyakawa, seconded by Ms. Harvey, approving the security alarm systems contract with Sonitrol for Freedom Elementary School.

AYES: Collins, Harvey, Lindsey, Miyakawa, Rawe

NOES: None

ABSENT: None

ABSTENTIONS: None

Expenditure of Construction Funds: **m.** The motion was made by Mr. Collins, seconded by Mr. Rawe, approving the Expenditure of Construction Funds for the Child Care Project, Sylvan Elementary Roof and Window, and the Orchard HVAC Project.

AYES: Collins, Harvey, Lindsey, Miyakawa, Rawe

NOES: None

ABSENT: None

ABSTENTIONS: None

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

a. The Minutes from the May 1, 2018, Regular Board Meeting and the May 8, 2018, Special Board Meeting;

b. The Ratification of the following Personnel Actions:

The employment of:

Certificated:

Certificated management hired = 1

Certificated hired = 4

Certificated change in assignment = 3

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CONSENT AGENDA Continued

Certificated resignation = 5

Classified:

Classified management resignation = 1

Classified hired = 6

Classified resignation = 6

Classified retirement = 1

Classified change in assignment = 1

Classified terminations = 2

Extended School Year program:

From: 6/01/18 – 06/29/18

Special Education Teachers= 12

Speech Language Pathologist= 1

Behavior Analyst= 1

Adapted Physical Education= 1

Licensed Vocational Nurse= 2

Behavior Specialist Aide= 25

Instructional Paraprofessional Learning Assistant= 34

- c. The ratification of checks as listed;
- d. Approval of the contract renewal with Blackboard Connect for the 2018-2019 fiscal year;
- e. The approval of the 2018-2019 contract with Stanislaus County Office of Education (SCOE) for SARB Services;
- f. The approval of the agreement with ARDOR Health Services for 2018-19;
- g. Ratification of the memorandum of understanding with University of the Pacific (UOP);
- h. The approval of the agreement with The Gift of Speech;
- i. The approval of the listed donations:

The donation of a flute with case valued at \$50.00 from Michelle Bloed to Crossroads Elementary School for the

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CONSENT AGENDA Continued

- instrumental program.
- The donation of \$325.51 from Crossroads PTA to Crossroads Elementary School for the purchase of an iPad for Mrs. Williams' 4th grade classroom.
- The donation of \$10.00 from Your Cause Corporate Employee Giving Programs to Freedom Elementary School for student recognition and supplies.
- The donation of \$998.88 from Freedom PTA to Freedom Elementary School for Wednesday folders for students.
- The donation of \$100.00 from El Maguey Restaurant to Savage Middle School for cooking classes.
- The donation of one (1) case of apples and one (1) case of bananas valued at \$70.00 from Raley's #338 to Savage Middle School for healthy snacks for students performing at Disneyland.

TOTAL VALUE: \$1,554.39

AYES: Collins, Harvey, Lindsey, Miyakawa, Rawe

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 this Friday, May 25 at the following times and locations:
 - Ustach: 6:00 PM at Johansen High School
 - Savage: 6:30 PM at Savage Middle School
 - Somerset: 6:30 PM at Somerset Middle School
- Upcoming Agenda items for the next Regular Board Meeting:
 - LCAP Public Hearing

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SUPERINTENDENT'S REPORT Continued

- Budget Public Hearing
- Reimbursement Review
- Attorney Contract Renewals

Board Reports:

BOARD REPORTS

Ms. Harvey shared that she had a chance to do a world wide of fun and amazing open houses at Sylvan Elementary, Standiford Elementary, Freedom Elementary, Sherwood Elementary, and C.F. Brown Elementary. She continued by sharing how nice it was to see many happy and skipping parents, students, and teachers. She really enjoyed her visits and thanked teachers for their amazing dinosaur egg projects, Q-tip skeletons, and many others. Mrs. Harvey thanked staff for their hard work all year and expressed how much she appreciates all they do for our students and families.

Mrs. Miyakawa thanked everyone for their hard work and those who stepped in to fill in the gaps throughout the year. She truly appreciates the sacrifice of all and for filling in when needed. She wished everyone a happy summer.

Mr. Rawe absolutely loved his classified employee job shadowing experience with the Transportation department. He said it was great to see the interaction between employees and students and how well each staff member knew each student. Staff worked so hard to find a student's lost cell phone and was successful in recovering it. The disheartening observation was witnessing drivers flying by at 50 miles per hour by school sites and not abiding the safety laws. Overall it was a wonderful experience and he thanked the Transportation department for sincerely caring about our kids.

Mr. Collins shared how much he enjoyed the 2nd Annual Leadership Day at Standiford Elementary School.

Mrs. Lindsey nothing at this time.

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Mrs. Lindsey thanked everyone for attending the meeting.

*Future Agenda
Items:*

FUTURE AGENDA ITEMS:

- Spring Board Retreat: May 29, 2018 at the District Office Boardroom at 5:30 P.M.
- Next Regular Board Meeting: June 12, 2018 at 7:00 P.M.

*Final
Adjournment:*

The meeting was adjourned by Board President Mrs. Lindsey at 8:14 p.m.

WITNESS:

Mr. Collins, Vice President of the Board

Date