

**SYLVAN UNION SCHOOL DISTRICT  
REGULAR MEETING OF  
THE BOARD OF TRUSTEES  
June 12, 2018**

# MINUTES

**Members Present:** Mmes. Christine Harvey, Cynthia Lindsey, and Jennifer Miyakawa.  
Messrs. David Collins.

**Members Absent:** Messrs. George Rawe.

**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:** Mike Maaske, Amber Wethern, Laurie Hulin, Gary Miller, Kathy Friedmann, Pamela Mayne, Jason Gales, Katie Bennett, and Carrie Albert.

**Call to Order:** The meeting was called to order at 6:32 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: One (1)**
- b. **CONFERENCE WITH LABOR NEGOTIATOR  
Title: Employee Organizations: All Groups (Sylvan  
Educators Association, California School Employees  
Association, Chapter 73, and Unrepresented**
- c. **PUBLIC EMPLOYEE EMPLOYMENT  
Title: Administrative Assignments**
- d. **PUBLIC EMPLOYEE EVALUATION  
Title: Superintendent’s Goals/Objectives**

**Reconvene to Open Session:** The meeting reconvened to Open Session at 7:07 p.m.

**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

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### *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 Mr. Collins, seconded by Ms. Harvey, adopting the Agenda.

**AYES:** Collins, Harvey, Lindsey, Miyakawa

**NOES:** None

**ABSENT:** Rawe

**ABSTENTIONS:** None

### *Pledge of Allegiance:*

Mrs. Lindsey welcomed everyone to the meeting and lead the Pledge of Allegiance.

### *Communications:*

#### **COMMUNICATIONS**

### *Written Communication:*

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

### *Public Hearing:*

- b. **PUBLIC HEARING: Sylvan Union School District Proposed Local Control and Accountability Plan (LCAP)**

The hearing was opened by the Board President, Mrs. Cynthia Lindsey at 7:09 PM.

The hearing was closed at 7:09 PM.

- c. **PUBLIC HEARING: Sylvan Union School District Proposed 2018-19 Fiscal Year**

The hearing was opened by the Board President, Mrs. Cynthia Lindsey at 7:09 PM.

The hearing was closed at 7:10 PM.

- d. **PUBLIC HEARING: Sylvan Union School District Initial (“Sunshine”) Proposal to California School Employees Association, Chapter 73 (CSEA) Initial “Sunshine” Proposal for 2018-2019 Contract Negotiations**

The hearing was opened by the Board President, Mrs. Cynthia Lindsey at 7:10 PM.

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### COMMUNICATIONS Continued

The hearing was closed at 7:10 PM.

**Public  
Participation:**

- e. None.

### INFORMATION AND DISCUSSION

**Supt's Update:**

**a. Superintendent's Update – 8<sup>th</sup> Grade Requirements to participate in 8<sup>th</sup> Grade Promotion Ceremony:**

Mrs. Hendricks reported that she had a meeting last week with three middle school counselors and six 8<sup>th</sup> grade middle school teachers to review the current practice on eligibility requirements for 8<sup>th</sup> grade students to participate in the 8<sup>th</sup> grade promotion ceremony and activities. Mrs. Hendricks thanked staff for attending the meeting during their summer break. Currently, students must have a minimum of a 1.5 grade point average, two credits in core classes such as History, Math, Science, Physical Education, and English, and can't have more than two F's, Staff discussed questions regarding motivation strategies for students who do poorly on their first trimester. All students in the Sylvan Union School District promotes on to 9<sup>th</sup> grade, the question is whether they are allowed to participate in 8<sup>th</sup> grade ceremonies and end of year activities. Mrs. Hendricks will conduct another meeting and invite more teachers to dig deeper into this topic and gather a more in depth study. More information will be brought back to the Board at a future board meeting.

**Curriculum  
Update: Science  
Book Circulation:**

**b. Curriculum Update: Science Book Circulation:**

Mrs. Wharff shared that Ms. Harvey suggested an experiment for students in the library back in January to increase the number of science books being checked out. Since then, Mrs. Wharff and Mrs. Lindy Santellan set up displays in the library to see what type of response we would get from students. Staff is happy to share that science book circulation has increased by at least 20%. Impulse checkout worked and exposed students to a variety of books. Mrs. Wharff and Ms. Harvey thanked Mrs. Lindy Santellan for putting this together and tracking progress.

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***2017-2018  
Governance Goals  
and 3 Year Plan  
End of Year  
Update:***

**c. 2017-2018 Governance Goals and 3 Year Plan End of Year Update:**

Mrs. Hendricks shared an end of the year update on the 2017-2018 Governance Goals and the 3 Year Plan. She added that we have a lot to celebrate at our district kick off in August.

***Review Draft  
2018-19  
Governance Goals  
and  
Superintendent  
Goals:***

**d. Review Draft 2018-19 Governance Goals and Superintendent Goals:**

Mrs. Hendricks shared the draft 2018-2019 Governance Goals and Superintendent's Goals that the Board set at the Spring Board Retreat. The drafts presented will be brought back for approval at the June 26, 2018, board meeting. Ms. Harvey shared that she enjoyed being part of the goal setting and appreciates the growth mindset of the Board.

***Local Control and  
Accountability  
Update: Federal  
Addendum:***

**e. Local Control and Accountability Update: Federal Addendum:**

Mrs. Reed reviewed the new LCAP Federal Addendum and provided details on the changes to the LCAP before approval at the June 26<sup>th</sup> board meeting. Mrs. Reed shared that the federal addendum ensures districts meet LEA Plan provisions of the Every Student Succeeds Act (ESSA) and in combination with Consolidated Application (ConApp), meets the requirements for ESSA. The submission deadline to CDE is August 15, 2018. Mrs. Reed shared that Title I, II, and III all have provisions that are already included in the LCAP so they are not included in the Federal Addendum. Mrs. Reed reiterated that the Federal Addendum does not drive the work of the district's LCAP. The district has been addressing all of the provisions from Title funds. She stated that our 3 Year Plan and LCAP expected outcomes will drive our decision making.

***Confidential  
Salary Schedule  
Revision for 2018-  
19:***

**f. Confidential Salary Schedule Revision for 2018-19:**

Mrs. Roddick shared the draft revised confidential salary schedule for 2018-19 which includes adding a step 7 to the current salary schedule. The district currently has two employees on this schedule. There will not be an immediate financial impact at this time. The revised salary schedule will be brought back for board approval at the June 26, 2018, board meeting.

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### INFORMATION AND DISCUSSION Continued

***Revised Nurses Salary Schedule for 2018-19:***

**g. Revised Nurses Salary Schedule for 2018-19:**

Mrs. Roddick shared the revised Nurse salary schedule for 2018-19. Staff is presenting the salary schedule revisions to better align the step increments to the current SEA teacher salary schedule. The revised salary schedule doesn't represent a financial impact to the district in the immediate future. This item will be brought back to the June 26, 2018, board meeting for approval.

***Review BP/AR 5145.13: Response to Immigration Enforcement:***

**h. Review BP/AR 5145.13: Response to Immigration Enforcement:**

Mrs. Wharff shared the CSBA draft BP/AR 5145.13 Response to Immigration Enforcement that must be in place by July 1, 2018. This law brought forward additional support to our current policies and reflects many changes and updates to other policies in practice. A second reading and adoption will be presented at the June 26, 2018, board meeting.

***Facilities and Safety Update: Board Questions:***

**i. Facilities and Safety Update: Board Questions:**

Mrs. Hendricks shared that she recently had the opportunity to meet with the office manager and principal of Ustach Middle School and Savage Middle School to review the feedback presented by the first responders during their visit. Staff shared their ideas on how we can support the recommendations. Mrs. Hendricks has a meeting planned with Jason Gales, Supervisor of Maintenance and Operations to review the suggestions provided by staff. Mrs. Hendricks will update the Board on the outcome of their meeting. Mrs. Hendricks asked the Board if they had any questions. No questions were asked.

***Action Items:***

**ACTION ITEMS**

***Approval of California School Employees Association,***

- a.** The motion was made by Mr. Collins, seconded by Ms. Miyakawa, approving the California School Employees Association, Chapter 73 (CSEA) initial ("Sunshine") Proposal to begin negotiations for 2018-19.

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### ACTION ITEMS Continued

*Chapter 73  
(CSEA) Initial  
("Sunshine")  
Proposal:*

**AYES:** Collins, Harvey, Lindsey, Miyakawa

**NOES:** None

**ABSENT:** Rawe

**ABSTENTIONS:** None

*Approve 2018-19  
Budget  
Assumptions:*

- b. The motion was made by Mrs. Miyakawa, seconded by Ms. Harvey, approving the 2018-19 budget assumptions as presented by staff.

**AYES:** Collins, Harvey, Lindsey, Miyakawa

**NOES:** None

**ABSENT:** Rawe

**ABSTENTIONS:** None

*Approve Award of  
Bid for Flooring  
Projects at  
Stockard Coffee  
and Standiford  
Elementary  
Schools:*

- c. The motion was made by Mr. Collins, seconded by Ms. Harvey, approving awarding the bid to R-J, Inc., dba RJ Flooring Company for the flooring projects at Stockard Coffee and Standiford Elementary Schools.

**AYES:** Collins, Harvey, Lindsey, Miyakawa

**NOES:** None

**ABSENT:** Rawe

**ABSTENTIONS:** None

*Approve Award for  
Seal Coat and Re-  
Stripe Projects at  
Freedom, Mary  
Ann Sanders, and  
Sherwood  
Elementary  
Schools:*

- d. The motion was made by Ms. Harvey, seconded by Mr. Collins, approving the bid from Cal Coating Asphalt Inc. for asphalt projects at Freedom, Mary Ann Sanders, and Sherwood Elementary Schools as presented.

**AYES:** Collins, Harvey, Lindsey, Miyakawa

**NOES:** None

**ABSENT:** Rawe

**ABSTENTIONS:** None

*Approve Bid for  
Paint Project at  
Ustach Middle  
School:*

- e. The motion was made by M\_\_\_\_\_, seconded by M\_\_\_\_\_, approving the bid from JPB Designs, Inc. to paint the exterior of the building at Ustach Middle School.

**AYES:** Collins, Harvey, Miyakawa

**NOES:** Lindsey

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### ACTION ITEMS Continued

**ABSENT:** Rawe

**ABSTENTIONS:** None

*Approval of Memorandum of Understanding with Pyramid Education Consultants:*

- f. The motion was made by Mrs. Miyakawa, seconded by Ms. Harvey, approving the memorandum of understanding with Pyramid Education Consultants to provide training for Speech Pathologists, Autism and Moderate Severe teachers in communication strategies.

**AYES:** Collins, Harvey, Lindsey, Miyakawa

**NOES:** None

**ABSENT:** Rawe

**ABSTENTIONS:** None

*Approval of Memorandum of Understanding with Shalek Chappill-Nichols, Consultant – August 3 and 6, 2018:*

- g. The motion was made by Mr. Collins, seconded by Ms. Harvey, approving the memorandum of understanding with Shalek Chappill-Nichols, Consultant for professional development on August 3 and 6, 2018.

**AYES:** Collins, Harvey, Lindsey, Miyakawa

**NOES:** None

**ABSENT:** Rawe

**ABSTENTIONS:** None

*Ratification of 2018-2019 Yearbook Agreement for Somerset Middle School:*

- h. The motion was made by Mr. Collins, seconded by Ms. Harvey, ratifying the yearbook agreement with Jostens for Somerset Middle School for the 2018-2019 school year.

**AYES:** Collins, Harvey, Lindsey, Miyakawa

**NOES:** None

**ABSENT:** Rawe

**ABSTENTIONS:** None

*Approval of the Actuarial Study of Retiree Health Insurance Program as of July 1, 2017:*

- i. The motion was made by Ms. Harvey, seconded by Mr. Collins, approving the actuarial study of Retiree Health Insurance Program – Other Post-Employment Benefits report provided by Demsey Filliger & Associates.

**AYES:** Collins, Harvey, Lindsey, Miyakawa

**NOES:** None

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## ACTION ITEMS Continued

**ABSENT:** Rawe

**ABSTENTIONS:** None

***Expenditure of  
Construction  
Funds:***

- j.** The motion was made by Mrs. Miyakawa, seconded by Ms. Harvey, approving the Expenditure of Construction Funds for the Sylvan Elementary Roof Project, Ustach Middle School Roof Project, and the Orchard HVAC Project.

**AYES:** Collins, Harvey, Lindsey, Miyakawa

**NOES:** None

**ABSENT:** Rawe

**ABSTENTIONS:** None

***Consent Agenda:***

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

- a.** The Minutes from the May 22, 2018, Regular Board Meeting and the May 29, 2018, Governance Team Spring Board Retreat;
- b.** The Ratification of the following Personnel Actions:  
The employment of:

**Certificated:**

Certificated hired = 3

Certificated resignation = 4

**Classified:**

Classified change in assignment = 2

Classified resignation = 4

Classified terminations = 1

**Extended School Year:**

Extended school year additions = 2

- c.** The ratification of checks as listed;
- d.** The approval of the Boys & Girls Club of Stanislaus County Contract for Sylvan and C.F. Brown Elementary Schools for the 2018-19 fiscal year;

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### CONSENT AGENDA Continued

- e. The approval of the Boys & Girls Club of Stanislaus County contract for Somerset Middle School for the 2018-19 fiscal year;
- f. The approval of the agreement with School Services of California, Inc.;
- g. The approval of the 2018-2019 Food Service agreement between Sylvan Union School District and the Stanislaus County Office of Education (SCOE) for 2018-19;
- h. The approval of the license agreement with Document Tracking Services;
- i. The approval to obsolete equipment;
- j. The approval of the 2018-19 annual membership dues with The California School Boards Association (CSBA);
- k. The approval of the contract with The Gift of Speech;
- l. Ratification of the memorandum of understanding with San Joaquin Delta Community College District for a Speech Language Pathology Assistant;
- m. Ratification of the memorandum of understanding with California State University, Stanislaus for the Teaching Internship Credential Program;
- n. The approval of the listed donations:
  - The donation of \$25,000 from Crossroads PTA to Crossroads Elementary School to purchase Chromebooks school wide.
  - The donation of \$4,908.96 in Scholastic Bucks from Crossroads PTA to Crossroads Elementary School to purchase library books.
  - The donation of \$850.00 from Crossroads PTA to Crossroads Elementary School to purchase Wednesday folders for

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### CONSENT AGENDA Continued

students.

- The donation of \$4,175.00 from Crossroads PTA to Crossroads Elementary School to purchase an on-site storage container.
- The donation of \$100.00 from Sneha Phatak to Mary Ann Sanders Elementary to purchase student recognition and supplies.
- The donation of \$1,076.05 from Sherwood PTC to Sherwood Elementary School to purchase playground equipment for the 2018-19 school year.
- The donation of \$100.00 from The Burchell Nursery Inc. to Standiford Elementary School for the parent and volunteer assembly.
- The donation of \$65.00 from Vickie and Sues Kona to Standiford Elementary to Standiford Elementary for their school assembly.
- The donation of \$40.00 from Efren and Natalie Martinez to Ustach Middle School for woodshop supplies for students.

TOTAL VALUE: \$ 36,315.01

**AYES:** Collins, Harvey, Lindsey, Miyakawa

**NOES:** None

**ABSENT:** Rawe

**ABSTENTIONS:** None

### *Superintendent's Report:*

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

- The Leadership Team Retreat will take place on Tuesday, July 24th at 8:00 AM at Columbia College.
- The District Inservice is scheduled for Monday, August 6<sup>th</sup> at 8:00 AM at Savage Middle School.
- Upcoming Agenda items for the next Regular Board

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## SUPERINTENDENT'S REPORT Continued

Meeting:

- LCAP Adoption
- 2018-19 Budget Adoption
- Annual review of Board Bylaw 9250:  
Remuneration, Reimbursement, and other  
benefits
- Attorney Contract Renewals

*Board Reports:*

### BOARD REPORTS

*Ms. Harvey* nothing to report.

*Mrs. Miyakawa* shared that her first born graduated from High School and wanted to thank everyone in the district that had a hand in him becoming a man. She shared a special thanks to hi Kindergarten teacher, bus drivers, and office personnel that helped him along the way. She is so thankful and grateful for all the work staff dedicates to students.

*Mr. Rawe* was absent.

*Mr. Collins* nothing to report.

*Mrs. Lindsey* shared she attend the 8<sup>th</sup> grade promotion ceremony and thanked the principal and staff for setting up for the event and have a special shout out to all for their hard work and preparation for the big day.

Mrs. Lindsey and the Board took a few minutes to recognize the retirement of Sharon Roddick and Mitch Wood. They thanked them both for their hard work and dedication to the district during their wonderful years of service. They wished them well on the next chapter of their lives. Mrs. Lindsey also recognized Audry Garza and wished her well on her next journey at another district. They also thanked Cheryl Phan, Director of Fiscal Services and wished her well at her new district.

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Mrs. Lindsey thanked everyone for attending the meeting.

*Future Agenda  
Items:*

**FUTURE AGENDA ITEMS:**

- Next Regular Board Meeting: August 7, 2018 at 7:00 P.M.

*Final  
Adjournment:*

The meeting was adjourned by Board President Mrs. Lindsey at 8:43 p.m.

WITNESS:

\_\_\_\_\_  
Mr. Collins, Vice President of the Board

\_\_\_\_\_  
Date