

**SYLVAN UNION SCHOOL DISTRICT
REGULAR MEETING OF
THE BOARD OF TRUSTEES
June 4, 2019**

MINUTES

- Members Present:*** Mmes. Cynthia Lindsey.
Messrs. David Collins and George Rawe.
- Members Absent:*** Mmes. Christine Harvey and Jennifer Miyakawa
- District Administration Present:*** Debra Hendricks, Velma Beck, Yvonne Perez, Laura Wharff,
Didi Peterson, Marti Reed, Laura Granger, Dawn Mori, Carrie Albert,
Lemuel Vergara, and Lisa Sandoval.
- Audience Present:*** Nikki Codromac, Kathy Friedmann, Erika Amezcua, Sean Smith,
Michele Calton, Cory Simpson, Sean Smith, Raychel Cupit, Debbie
Moniz, and Lizett Aguilar.
- Call to Order:*** The meeting was called to order at 6:16 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. PUBLIC EMPLOYEE EMPLOYMENT
Title: Administrative Assignments**
 - c. PUBLIC EMPLOYEE EMPLOYMENT
DISCIPLINE/DISMISSAL/RELEASE**
- Reconvene to Open Session:*** The meeting reconvened to Open Session at 7:00 p.m.
- Board President Announcement:*** Mr. Collins advised all attendees that in accordance with Board
Policy, tonight’s Board Meeting was being recorded. He 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:*** Mr. Collins reported that direction was given to staff regarding all
matters.

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Adoption of Agenda:

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

AYES: Collins, Lindsey, Rawe

NOES: None

ABSENT: Harvey, Miyakawa

ABSTENTIONS: None

Pledge of Allegiance:

Mr. Collins welcomed everyone to the meeting and led 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, Mr. David Collins at 7:01 PM.

The hearing was closed at 7:01 PM.

- c. **PUBLIC HEARING: Sylvan Union School District
Proposed 2019-20 Fiscal Year Budget**

The hearing was opened by the Board President, Mr. David Collins at 7:01 PM.

The hearing was closed at 7:01 PM.

Public Participation:

- d. None.

INFORMATION AND DISCUSSION

Supt's Update:

- a. **Superintendent's Update – 2018-19 End of Year Message:**

Mrs. Hendricks wanted to comment and finish the end of year with gratitude. Data summits between district staff and administrators

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INFORMATION AND DISCUSSION Continued

began last week as they reflected on the 2018-19 school year and discussed everything that took place at their school sites. She applauded teachers and students for their hard work and dedication to another great year. She concluded that she is grateful for the people we have in the Sylvan district.

Draft 2019-20 Governance Goals and Superintendent Goals:

b. Draft 2019-20 Governance Goals and Superintendent Goals:

Mrs. Hendricks shared the 2019-20 Governance Goals and Superintendent's Goals prepared at the May 14, 2019, Governance Team Retreat. These goals will be brought back for a second reading and approval at the June 25, 2019, regular board meeting.

Local Control and Accountability Plan Update:

c. Local Control and Accountability Plan Update:

Mrs. Reed provided a first look at the District's 2019-20 Local Control and Accountability Plan (LCAP). She shared that the 2019-20 school plans will be presented to the Board for approval in the Fall of this year. These school plans are aligned to the proposed LCAP. Mrs. Reed reviewed two of the LCAP goals that promote and create learning environments with highly qualified personnel that will maximize access to the academic core for all pupils, including targeted groups, as well as provide enrichment opportunities that will allow our pupils to demonstrate proficiency and literacy in 21st century skills.

2019-20 Budget Review:

d. 2019-20 Budget Review:

Mrs. Sandoval shared the 2019-20 Budget Report for the period of July 1, 2019, through June 30, 2020. According to May Revision report, the Statutory COLA decreased from 3.49% to 3.26% which will impact the district's revenue. She also reviewed the projected unrestricted and restricted fund balances for 2019-20, 2020-21, and 2021-22. Major items impacting the unrestricted general fund include certificated work days decreased from 184 to 182, one-time discretionary funds in the amount of \$1,456,137 will no longer be available, the district's technology infrastructure upgrades, opening of two special education classrooms, indirect cost decrease from 5.41% to 4.68%, workers' compensation increase from .800% to 1.0%, and

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INFORMATION AND DISCUSSION Continued

added district positions: licensed social worker and clinician. It was noted that Fund 35, child care, and Ustach funds aren't listed on the MYP. Staff will be looking into the cafeteria fund and will provide information to the Board before the adoption of the budget at the June 25, 2019, board meeting.

Draft 2020 Board Meeting Schedule:

e. Draft 2020 Board Meeting Schedule:

Mrs. Hendricks provided the Board of Trustees with the first look at the draft 2020 Board Meeting Schedule prepared by the Executive Leadership Team. The Board of Trustees provided feedback and date conflicts. Staff will review the Board's requests. A second look will take place at the June 25, 2019, regular board meeting with the intent to adopt the 2020 schedule at the August board meeting.

Review Updated Bus Driver Job Description:

f. Review Updated Bus Driver Job Description:

Mrs. Peterson provided a copy of the proposed changes to the Bus Driver job description. The job description reflects updated job descriptions and requirements for the current position. Staff is also proposing increasing the bus driver hours from five (5) to six (6) per day, for those employees that work less than a six (6) hour day. Staff is not proposing to reduce hours for those who already work more than six (6) hours a day.

Destiny Hosted Services:

g. Destiny Hosted Services:

Mrs. Reed provided the recommendation by staff regarding the Destiny Hosted Services for the district's Library and Resource Management System. The hosted system would provide Sylvan with more support, a secure network, and updates and system back up. Staff will be presenting a proposal for approval at the June 25, 2019, board meeting.

Annual Review of Board Bylaw 9250: Remuneration, Reimbursement & Other Benefits:

h. Annual Review of Board Bylaw 9250: Remuneration, Reimbursement, and Other Benefits:

The Board of Trustees conducted the annual review of Board Bylaw 9250. After discussion, the board suggested bringing the policy back for action at the next board meeting.

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INFORMATION AND DISCUSSION Continued

*Safety and
Facilities Update:
Board Questions:*

i. Safety and Facilities Update: Board Questions:

None at this time.

Action Items:

ACTION ITEMS

*Approval of SUSD
and Initial
("Sunshine")
Proposal with
Sylvan Educators
Association
(SEA):*

- a.** The motion was made by Mr. Rawe, seconded by Mrs. Lindsey, approving the District's initial ("Sunshine") Proposal with Sylvan Educators Association (SEA) to begin negotiations for 2019-20.

AYES: Collins, Lindsey, Rawe

NOES: None

ABSENT: Harvey, Miyakawa

ABSTENTIONS: None

*Approval of SUSD
Initial
("Sunshine")
Proposal to
California School
Employees
Association,
Sylvan Chapter
#73 (CSEA):*

- b.** The motion was made by Mr. Rawe, seconded by Mrs. Lindsey, approving the District's initial ("Sunshine") Proposal to California School Employees Association, Sylvan Chapter #73 to begin negotiations for 2019-20.

AYES: Collins, Lindsey, Rawe

NOES: None

ABSENT: Harvey, Miyakawa

ABSTENTIONS: None

*Approve
Certificated
Substitute Salary
Schedule for 2019-
2020:*

- c.** The motion was made by Mrs. Lindsey, seconded by Mr. Rawe, approving the Substitute Salary Schedule hourly rate increase from \$35.08 to \$36.38 for the 2019-2020 school year.

AYES: Collins, Lindsey, Rawe

NOES: None

ABSENT: Harvey, Miyakawa

ABSTENTIONS: None

*Approval of
Contract with
Meridith Holloway
for Inspector of
Record Services*

- d.** The motion was made by Mr. Rawe, seconded by Mrs. Lindsey, approving the contract with Meridith Holloway for Inspector of Record Services for Paving Projects for Somerset Middle School, Woodrow Elementary School, Stockard Coffee Elementary School, and Sylvan Elementary School.

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ACTION ITEMS Continued

- for Paving Projects:*
- AYES:** Collins, Lindsey, Rawe
NOES: None
ABSENT: Harvey, Miyakawa
ABSTENTIONS: None
- Approval of Certificated and Psychologist Salary Schedule and Nurse Salary Schedule for 2019-2020:*
- e. The motion was made by Mr. Rawe, seconded by Mrs. Lindsey, approving the revisions to the 2019-2020 Certificated and Psychologist Salary Schedule and Nurse Salary Schedule reflecting the decrease in the number of total workdays from 184 to 182.
- AYES:** Collins, Lindsey, Rawe
NOES: None
ABSENT: Harvey, Miyakawa
ABSTENTIONS: None
- Approval of Speech Language Pathology Assistant Job Description:*
- f. The motion was made by Mrs. Lindsey, seconded by Mr. Rawe, approving the Speech and Language Pathology Assistant (SLPA) job description.
- AYES:** Collins, Lindsey, Rawe
NOES: None
ABSENT: Harvey, Miyakawa
ABSTENTIONS: None
- Adopt AR and Exhibit 5141.28: Air Quality Policy:*
- g. The motion was made by Mrs. Lindsey, seconded by Mr. Rawe, adopting Administrative Regulation and Exhibit 5141.28: Air Quality Policies.
- AYES:** Collins, Lindsey, Rawe
NOES: None
ABSENT: Harvey, Miyakawa
ABSTENTIONS: None
- Adopt Resolution 2018/2019 - #22: Board Member Absence:*
- h. The motion was made by Mrs. Lindsey, seconded by Mr. Rawe, adopting Resolution 2018/2019: - #22 Board Member Absence excusing Ms. Christine Harvey's absence from the May 21, 2019, Regular Board Meeting.
- AYES:** Collins, Lindsey, Rawe

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ACTION ITEMS Continued

NOES: None

ABSENT: Harvey, Miyakawa

ABSTENTIONS: None

Expenditure of Construction Funds:

- i. The motion was made by Mr. Rawe, seconded by Mrs. Lindsey, approving the Expenditure of Construction Funds for the Ustach Modernization Project, Paving Project, Somerset Paving Project, and Sylvan Windows Project.

AYES: Collins, Lindsey, Rawe

NOES: None

ABSENT: Harvey, Miyakawa

ABSTENTIONS: None

Consent Agenda:

CONSENT AGENDA: The motion was made by Mr. Rawe, seconded by Mrs. Lindsey, approving the Consent Agenda after removing Consent Item “d” (*Approval of the 3-Year contracts with Houghton Mifflin Harcourt for Read 180 Universal and Math 180*), Consent Item “h” (*Approve renewal contract with AERIES Software*), and Consent Item “k” (*Approval of the contract with Illuminate Education*) for separate vote.

- a. The Minutes from the May 14, 2019, Governance Team Retreat and the May 21, 2019, Regular Board Meeting;
- b. The Ratification of the following Personnel Actions:

The employment of:

Certificated Management Resignation:

Certificated management hired = 1

Certificated management resignation = 1

Certificated:

Certificated hired = 5

Certificated resignation = 3

Certificated retirement = 1

Classified:

Classified hired = 4

Classified resignation = 7

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CONSENT AGENDA Continued

Classified change in assignment = 5

- c. The ratification of checks as listed;
- d. PULLED FOR A SEPARATE VOTE
- e. Approval renewal of the Memorandum of Understanding with Humphrey's University-Multiple Subject Teaching Credential Program;
- f. Approve renewal agreement with School Services of California, Inc.;
- g. Approve service agreement with Stanislaus County Office of Education for 2019-2020 SARB Services;
- h. PULLED FOR A SEPARATE VOTE
- i. Approve renewal of license agreement with Document Tracking Services;
- j. Approval of the renewal contract with ESGI;
- k. PULLED FOR A SEPARATE VOTE;
- l. Approval of the portrait agreement with Lifetouch National School Studios for Mary Ann Sanders Elementary School for 2019-2020 school year.

AYES: Collins, Lindsey, Rawe

NOES: None

ABSENT: Harvey, Miyakawa

ABSTENTIONS: None

*Consent Items
Pulled for a
separate vote:*

CONSENT ITEMS PULLED FOR A SEPARATE VOTE:

The motion was made by Mrs. Lindsey seconded by Mr. Rawe, approving the three consent items pulled for a separate vote: the 3-Year contracts with Houghton Mifflin Harcourt for Read 180

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CONSENT AGENDA Continued

Universal and Math 180, approve the renewal contract with AERIES Software, and approving the contract with Illuminate Education.

AYES: Collins, Lindsey, Rawe

NOES: None

ABSENT: Harvey, Miyakawa

ABSTENTIONS: None

Superintendent's Report:

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

The Annual Leadership Team Retreat will be held on Friday, July 19, 2019. Location is TBD.

- Upcoming Agenda items for the next Regular Board Meeting:
 - 2019-2020 LCAP Adoption
 - 2019-2020 Budget Adoption
 - Approval of the 2019-2020 Governance Goals and Superintendent's Goals
 - Approval of the Bus Driver Job Description
 - Board Bylaw 9250
 - Second Review of the 2020 Board Meeting Schedule

Board Reports:

BOARD REPORTS

Ms. Harvey was absent.

Mrs. Miyakawa was absent.

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BOARD REPORTS Continued

Mrs. Lindsey no report.

Mr. Rawe no report.

Mr. Collins announced that this was Laura Wharff's final board meeting. He commended her for her 22 years of service in the district. He shared that he thinks the world of her and has admired her work. She is intelligent, compassionate, hardworking, and has positively impacted the lives of many students, staff members, parents, and the board. He personally respects and admires her and wished her well on retirement.

Mr. Collins thanked everyone for attending the meeting.

Future Agenda Items:

FUTURE AGENDA ITEMS:

- Next Regular Board Meeting: June 25, 2019 at 7:00 P.M.

Final Adjournment:

The meeting was adjourned by Board President Mr. Collins at 8:30 p.m.

WITNESS:

Mr. Rawe, Vice President of the Board

Date