

UNADOPTED MINUTES

Of the Board of Trustees
Regular Board Meeting
December 15, 2020

1. PRELIMINARY

1.1. **Call to Order.** President Alvarado called this meeting to order at 11:01 AM.

2. CLOSED SESSION

Minutes:

By general consent, the Board adjourned to Closed Session at 11:02 AM.

2.1. Conference with Agency Labor Negotiators: South Whittier Teachers Association and California School Employees Association. Agency Negotiators: Dr. Gary Gonzales, Dr. Marti Tienda-Ayala, Martha Mestanza-Rojas, Mark Keriakous (Government Codes Section 3549.1 and 54957.6)

2.2. Classified - Public Employee Appointment/Employment/Evaluation

2.3. Classified - Public Employee

Dismissal/Release/Discipline/Transfers/Reassignments/Retirement

2.4. Certificated - Public Employee Appointment/Employment/Evaluation

2.5. Certificated - Public Employee

Dismissal/Release/Discipline/Transfers/Reassignments/Retirement

3. OPEN SESSION

Minutes:

By general consent of the Board, the Board reconvened to open session at 12:05 PM.

3.1. **Pledge of Allegiance**

Minutes:

The Pledge of Allegiance was led by Mark Keriakous, CBO.

3.2. **Mission and Vision**

Minutes:

President Macias read out the Mission and Vision for South Whittier School District.

3.3. **Report on Closed Session Items**

Minutes:

Superintendent Gonzales reported that no action was taken in Closed Session.

4. OATH OF OFFICE

Minutes:

Superintendent Gonzales administered the Oath of Office to re-elected Board Members Elias Alvarado and Jan Baird.

5. ORGANIZATION OF THE BOARD

5.1. Recognition of Service of Board President

Minutes:

Dr. Gary Gonzales shared that this past year has been unprecedented and tremulous year and it has almost been a full calendar year since we have had in-person instruction in our schools. With that said, Sylvia Macias has provided wise leadership in her time as Board President and has insisted that the District follow county and state federal guidelines. He wanted to thank her for her caring and courageous leadership this year.

5.2. Nomination and Election of the Officers

5.2.1. Nomination and Election of the President

Motion Passed: Trustee Macias nominated Trustee Baird for Board President.

Trustee Macias motioned to close nominations and Trustee Baird was elected Board President. Seconded by Trustee Barajas. Passed with a motion by Sylvia Macias and a second by Natalia Barajas.

Yes Elias Alvarado
Abstain Jan Baird
Yes Sylvia Macias
Yes Deborah Pacheco
Yes Natalia Barajas

Minutes:

No discussion. Newly elected Board President, Trustee Baird, took over the meeting.

5.2.2. Nomination and Election of the Vice President

Motion Passed: Trustee Alvarado nominated Trustee Barajas for Vice President.

Trustee Alvarado motioned to close nominations and Trustee Barajas was elected Vice President. Seconded by Trustee Pacheco. Passed with a motion by Elias Alvarado and a second by Deborah Pacheco.

Yes Elias Alvarado
Yes Jan Baird
Yes Sylvia Macias
Yes Deborah Pacheco
Abstain Natalia Barajas

5.2.3. Nomination and Election of the Clerk

Motion Passed: Trustee Alvarado nominated Trustee Pacheco for Board Clerk.

Trustee Alvarado motioned to close nominations and Trustee Pacheco was elected Board Clerk. Seconded by Trustee Macias. Passed with a motion by Elias Alvarado and a second by Sylvia Macias

Yes Elias Alvarado
Yes Jan Baird
Yes Sylvia Macias
Abstain Deborah Pacheco

Yes Natalia Barajas

5.2.4. Nomination and Election of the Secretary of the Board

Motion Passed: It is customary to elect the Superintendent, Dr. Gary Gonzales, as Secretary of the Board. Superintendent, Dr. Gary Gonzales, was elected as Secretary to the Board of Education.

Motion: ____ Seconded: ____ VOTE: YES 5 NO ____ Abstain ____ Absent ____

Passed with a motion by Sylvia Macias and a second by Natalia Barajas.

Yes Elias Alvarado
Yes Jan Baird
Yes Sylvia Macias
Yes Deborah Pacheco
Yes Natalia Barajas

6. CONTINUATION OF BOARD MEETING BY THE NEW BOARD PRESIDENT

6.1. Roll Call

Minutes:

Newly elected Board President, Trustee Baird, took Roll call at 12:14PM.

All Board of Trustees present as listed.

BOARD OF TRUSTEES:

Sylvia V. Macias

Jan Baird

Natalia Barajas

Deborah Pacheco

Elias Alvarado

Minutes:

All Administration and Staff present as listed.

ADMINISTRATORS:

Dr. Gary Gonzales, Superintendent

Martha Mestanza-Rojas, Associate Superintendent, Educational Services

Dr. Marti Tienda-Ayala, Associate Superintendent, Human Resources

Mark Keriakous, Chief Business Officer

STAFF:

Kurby Flores, Executive Assistant to the Superintendent

7. APPROVAL OF AGENDA

Motion Passed:

The Superintendent recommends approval of the December 15, 2020 Agenda as presented.

Motion: ____ Seconded: ____ VOTE: YES 5 NO ____ Abstain ____ Absent ____

Passed with a motion by Deborah Pacheco and a second by Elias Alvarado.

Yes Sylvia Macias
Yes Jan Baird
Yes Natalia Barajas
Yes Deborah Pacheco
Yes Elias Alvarado

Minutes:

No Discussion

8. ORGANIZATION OF THE BOARD

8.1. Nomination and Selection of the Board Representative for electing members to the County Committee on School District Organization (Currently Elias Alvarado)

Motion Passed: By General consent of the board, Elias Alvarado was selected as Board Representative for electing members to the County Committee on School District Organization.

Motion: ____ Seconded: ____ VOTE: YES 5 NO ____ Abstain ____ Absent ____

Passed with a motion by Elias Alvarado and a second by Deborah Pacheco.

Yes Sylvia Macias

Yes Jan Baird

Yes Natalia Barajas

Yes Deborah Pacheco

Yes Elias Alvarado

8.2. Nomination and Selection of the Board's voting delegate to the annual meeting of the Los Angeles County School Trustee Association (Currently Natalia Barajas)

Motion Passed: By General consent of the board, Natalia Barajas was selected as Board Representative for the Board's Voting Delegate to the annual meeting of the Los Angeles County School Trustee Association.

Motion: ____ Seconded: ____ VOTE: YES 5 NO ____ Abstain ____ Absent ____

Passed with a motion by Elias Alvarado and a second by Deborah Pacheco.

Yes Sylvia Macias

Yes Jan Baird

Yes Natalia Barajas

Yes Deborah Pacheco

Yes Elias Alvarado

8.3. Nomination and Selection of two Board Members to serve as the representative and alternate on the Hearing Committee to Consider Student Expulsion (Currently-Board Representative – Deborah Pacheco and Alternate – Jan Baird)

Motion Passed: By General consent of the board, Deborah Pacheco was selected as Board Representative and Jan Baird as the alternate Board Representative to serve on the Hearing Committee to consider Student Expulsion.

Motion: ____ Seconded: ____ VOTE: YES 5 NO ____ Abstain ____ Absent ____

Passed with a motion by Elias Alvarado and a second by Deborah Pacheco.

Yes Sylvia Macias

Yes Jan Baird

Yes Natalia Barajas

Yes Deborah Pacheco
Yes Elias Alvarado

8.4 Nomination and Selection of two Board Members to serve as the representative and alternate on the Wellness Committee (Currently- Jan Baird, Alternate-Sylvia V. Macias)

Motion Passed: By General consent of the board, Jan Baird was selected as Board Representative and Sylvia V. Macias as the alternate Board Representative to serve on the Wellness Committee.

Motion: ____ Seconded: ____ VOTE: YES 5 NO ____ Abstain ____ Absent ____
Passed with a motion by Elias Alvarado and a second by Deborah Pacheco.

Yes Sylvia Macias
Yes Jan Baird
Yes Natalia Barajas
Yes Deborah Pacheco
Yes Elias Alvarado

8.5. Nomination and Selection of two Board Members to serve as the representative and alternate on the DAC/PAC/DELAC Committee - (formerly known as the LCAP Committee). (Currently Elias Alvarado, Alternate - Natalia Barajas)

Motion Passed: By General consent of the board, Elias Alvarado was selected as Board Representative and Natalia Barajas as the alternate Board Representative to serve on the DAC/PAC/DELAC Committee.

Motion: ____ Seconded: ____ VOTE: YES 5 NO ____ Abstain ____ Absent ____
Passed with a motion by Elias Alvarado and a second by Deborah Pacheco.

Yes Sylvia Macias
Yes Jan Baird
Yes Natalia Barajas
Yes Deborah Pacheco
Yes Elias Alvarado

8.6. Nomination and Selection of two Board Members to serve as the representative and alternate on the Curriculum Council.(Currently Sylvia V. Macias, Alternate - Natalia Barajas)

Motion Passed: By General consent of the board, Sylvia V. Macias was selected as the Board Representative and Natalia Barajas as the alternate Board Representative on the Curriculum Council.

Motion: ____ Seconded: ____ VOTE: YES 5 NO ____ Abstain ____ Absent ____
Passed with a motion by Elias Alvarado and a second by Deborah Pacheco.

Yes Sylvia Macias
Yes Jan Baird
Yes Natalia Barajas
Yes Deborah Pacheco
Yes Elias Alvarado

**8.7. Appointment of the Superintendent or his/her designee to serve as the Board Representative to the following committees: 1) Whittier Area Self Insurance Authority (WASIA)
2) Whittier Area Liability & Property Self Insurance Authority (WALPSIA)**

Motion Passed: It is recommended that the Superintendent, Dr. Gary Gonzales or a designee be appointed as the Board Representative to the:

1. Whittier Area Self Insurance Authority (WASIA)
2. Whittier Area Liability & Property Self Insurance Authority (WALPSIA)

Motion: ____ Seconded: ____ VOTE: YES 5 NO ____ Abstain____ Absent____
Passed with a motion by Elias Alvarado and a second by Deborah Pacheco.

Yes Sylvia Macias
Yes Jan Baird
Yes Natalia Barajas
Yes Deborah Pacheco
Yes Elias Alvarado

8.8. Call for nominations for CSBA Delegate Assembly

Motion Passed: By General consent of the board, Sylvia V. Macias and Jan Baird were selected as the nominees and candidates for the CSBA Delegate Assembly.

Trustee Alvarado motioned to close nominations and Trustee Baird and Trustee Macias were elected as candidates to the CSBA Delegate Assembly. Seconded by Trustee Barajas. Passed with a motion by Elias Alvarado and a second by Trustee Barajas.

Motion: ____ Seconded: ____ VOTE: YES 5 NO ____ Abstain____ Absent____.

Yes Sylvia Macias
Yes Jan Baird
Yes Natalia Barajas
Yes Deborah Pacheco
Yes Elias Alvarado

8.9. Consider Approval of Board of Trustees Schedule of Board Meeting for 2021

Motion Passed: It is recommended that the Board of Trustees adopt the third Tuesday of each month as the Regular Board Meeting day at the District Office Boardroom, 11200 Telechron Ave., Whittier, CA 90605, with Call to Order at 6:00 PM, unless otherwise posted in order to conduct District business.

**Due to COVID-19, Board Meetings will continue to be held remotely using Zoom Conference as needed, unless otherwise posted.*

Motion: ____ Seconded: ____ VOTE: YES 5 NO ____ Abstain____ Absent____
Passed with a motion by Deborah Pacheco and a second by Sylvia Macias.

Yes Sylvia Macias
Yes Jan Baird
Yes Natalia Barajas

Yes Deborah Pacheco
Yes Elias Alvarado

Minutes:

Trustee Baird was wondering about the start times for Zoom Board Meetings due to COVID. Superintendent Gonzales made it clear that moving forward the district will be moving forward with our 4:00 PM Closed Session and 5:30 PM Open Session. Once we are allowed to return to our in-person Board Meetings we will then make the decision to adjust back to 6:00 PM or continue with the 4:00 PM start time as we have done throughout COVID.

8.10. Consider Adoption of Certification of Signatures, Resolution No. 20-21-016

Motion Passed: The Superintendent recommends the Board of Trustees adopt Resolution No. 20-21-016, Certification of Signatures as presented.

Motion: ____ Seconded: ____ VOTE: YES 5 NO ____ Abstain ____ Absent ____
Passed with a motion by Deborah Pacheco and a second by Sylvia Macias.

Yes Sylvia Macias
Yes Jan Baird
Yes Natalia Barajas
Yes Deborah Pacheco
Yes Elias Alvarado

Minutes:

No Discussion

9. COMMENTS BY TRUSTEES

Minutes:

Trustee Pacheco wished everyone blessings and a great holiday break with their families.

Trustee Alvarado also wished everyone happy holidays and hopes everyone comes back ready to continue to provide quality education to our students.

Trustee Macias wished everyone a happy holiday season and asked everyone to be safe.

Trustee Barajas thanked staff, teachers and cabinet for their commitment to the district and for their hard work during these tough times. She also wished everyone a safe and happy holidays. Trustee Barajas also wanted to remind everyone that the district is still providing meals and to check the website for more information.

President Baird wanted to give her condolences to Mrs. Pacheco for all that she has gone through this holiday season. President Baird also wanted to thank Mrs. Macias for all of her hard work as president during this tough year. She also wanted to thank all of our SWSD employees for their hard work and dedication and a special shout out to our Nutrition Services department and shared a story of two students who would show up to school early because they were hungry. President Baird wanted to personally thank Dr. Gonzales and everyone involved that helps distribute meals. She ended by wishing everyone a happy holiday season.

10. PUBLIC COMMENTS

Minutes:

No Public Comments submitted.

11. CONSENT**Motion Passed:**

The Superintendent recommends the Board of Trustees review and approve Consent agenda items 11.1 through 11.7 as presented.

Motion: ____ Seconded: ____ VOTE: YES 5 NO ____ Abstain ____ Absent ____

Passed with a motion by Deborah Pacheco and a second by Natalia Barajas.

Yes Sylvia Macias
 Yes Jan Baird
 Yes Natalia Barajas
 Yes Deborah Pacheco
 Yes Elias Alvarado

Minutes:

No Discussion

11.1. Approval of Minutes - November 17, 2020 Regular Board Meeting

11.2. Purchase Order List # 6

11.3. Contract/Memorandum of Understanding (MoU) List # 9

CONTRACT/MOU LIST NO. 9 FY 20/21

December 15, 2020

NUMBER	CONTRACTOR	SERVICE	DURATION	COST TO DISTRICT/ BENEFIT TO THE DISTRICT
20-21-016A	Edlio, LLC	This contract updates our current website layout at the current cost of \$4,320 per year for 5 years. The original contract included the cost of just the first year. The amount listed to the right is for the 4 upcoming years/	6/30/2020-6/29/2025	\$17,280.00
20-21-042A	Purple Communication	This vendor provides interpretation services. The Vendor is updating Exhibit B, which includes their fee structure and general terms.	7/28/2020-6/30/2021	\$0.00
20-21-050A	Help for Brain Injured Children, Inc. (The Cieta Harder Developmental School)	Amendment to an existing contract to add services to an individual service agreement for a 1:1 aide at a rate of \$135/day. This will add additional funds of \$27,000 to the not to exceed contract amount, which increases the total contract amount to \$59,952.	8/13/2020-6/30/2021	\$27,000.00
20-21-066A	MoU - Moving Mindz - GMS	This amendment updates the contract start date.	10/1/2020-6/30/2021	\$0.00
20-21-067A	Eide Bailly LLP	Consultation services to train and assist with attendance reports.	12/1/2020-12/31/2021	\$5,000.00
20-21-080	Moving Mindz - McKibben	MMZ will provide three 1-hour sessions per week for a length of 10 weeks of Virtual Enrichment Classes focusing on topics in Science Technology Engineering and Mathematics (STEM) for a maximum of 20 students attending McKibben Elementary.	11/13/2020-6/30/2021	\$3,000.00
20-21-085	Document Tracking Services (DTS)	DTS provides a web-based application to manage several required document templates including the School Plan.	1/15/2021-1/15/2022	\$3,050.00
20-21-086	Boys and Girls Club (Case Manager)	Boys and Girls Club is providing a Wellness Checks Case Manager. The Wellness Checks Case Manager will collaborate with the district to identify students who are either not attending school or are not participating regularly in the District's Learning program and provide outreach support for those children and their families. The Wellness Checks Case Manager is responsible for providing consultation, training and technical support to families and coordinating community resources to support students' health and emotional wellness and enhance their learning potential.	8/13/2020-6/30/2021	\$0.00

20-21-087	Whittier Union High School District	WUHSD Student Well-being interns will provide quality Group or Individual Counseling Services to students attending identified schools in the South Whittier School District.	7/1/2020-6/30/2021	\$0.00
20-21-088	Thriving YOUniversity, LLC	Thriving YOUniversity will provide one partial day of virtual "Taking Time to B.R.E.A.T.H.E." PD to classified staff.	1/5/2021-1/5/2021	\$1,500.00
20-21-089	Classwallet	ClassWallet is introducing a new product to address paperwork and data reconciliation challenges related to day-to-day maintenance purchasing transactions. ClassWallet invited SWSD to be a "beta" customers for this product at no cost for the district.	12/7/2020-9/1/2022	\$0.00
TOTAL				\$56,830.00

11.4. Travel and Conference Report # 5

11.5. Acceptance of Donations

Donor	Description	Purpose	Amount/Value
Shoparoo	Fundraising from staff & school families	Any Educational Purpose	\$154.34
Lifetouch	Yearbook Refund	Any Educational Purpose	\$262.07
Box Top Education	Box Top Education payout	Any Educational Purpose	\$6.50

11.6. Express Voucher Report November 1, 2020 to November 30, 2020

11.7. Disposal of Surplus and/or Obsolete Equipment

12. WRITTEN COMMUNICATION TO THE BOARD

Minutes:

No Written communication to the Board submitted for this agenda. No Discussion.

13. GOVERNING BOARD

Minutes:

No items submitted for this section of the agenda. No Discussion.

14. REVIEW AND ADOPTION OF BOARD POLICIES, ADMINISTRATIVE REGULATIONS, AND BOARD BYLAWS (FIRST READING)

14.1. AR 6020 Parent Involvement (First Reading)

14.2. BP 6020 Parent Involvement (First Reading)

14.3. BP 4111 Recruitment and Selection (First Reading)

Minutes:

Trustee Alvarado encouraged the board to read the BP's and AR's for discussion. He stated that many of these policies and bylaws have been in place for a while and that it is important that we thoroughly review them and direct any questions to the superintendent.

Trustee Baird wanted to clarify how the process works.

Superintendent Gonzales clarified that any recommendations be made during the Board meeting for discussion and dialogue. If there any recommended adjustments that need to be made to a BP or AR, we will bring it back for another first reading at the next Board meeting. If a Board member has a

question or needs clarification about a BP or AR after the Board meeting, the Board member can always call and ask the Superintendent their question either by phone or email.

15. BUSINESS SERVICES

Motion Passed:

The Superintendent recommends the Board of Trustees approve Business Services agenda items 15.2 through 15.4 as presented.

Motion: ____ Seconded: ____ VOTE: YES 5 NO ____ Abstain ____ Absent ____

Passed with a motion by Sylvia Macias and a second by Deborah Pacheco.

Yes Sylvia Macias
Yes Jan Baird
Yes Natalia Barajas
Yes Deborah Pacheco
Yes Elias Alvarado

15.1. PRESENTATION: First Interim Financial Report 2020-2021

Minutes:

Chief Business Officer, Mark Keriakous, presented the First Interim Financial Report for the 2020-2021 Fiscal Year. The presentation highlighted the South Whittier School Districts financial assumptions, budget year financial status, multi-year budget projections, budget stabilizations, budget calendar and the next steps needed to be in fiscal standing.

Presentation can be located on agenda online for additional details.

www.swhittier.net or www.agendaonline.com

Mark Keriakous also wanted to share that this is his last presentation as he is leaving SWSD and going to begin his new career as a consultant. He is glad to have served the district for the last 6 years and the whole admin team for their support.

15.2. First Interim Financial Report 2020-2021

15.3. Resolution # 20-21-017: Resolution Adopting Uniform Public Construction Cost Accounting Procedures

15.4. 2019-2020 Annual Developer Fee Report

Minutes:

No questions or discussion from the Board related to agenda items 15.2 through 15.4.

16. EDUCATIONAL SERVICES

Motion Passed:

The Superintendent recommends the Board of Trustees approve Educational Services agenda item 16.1 as presented.

Motion: ____ Seconded: ____ VOTE: YES 5 NO ____ Abstain ____ Absent ____

Passed with a motion by Deborah Pacheco and a second by Sylvia Macias.

Yes Sylvia Macias
Yes Jan Baird
Yes Natalia Barajas
Yes Deborah Pacheco
Yes Elias Alvarado

Minutes:

No Discussion

17. BOND MEASURE QS

Motion Passed:

The Superintendent recommends the Board of Trustees approve Bond Measure QS agenda item 17.1 as presented.

Motion: ____ Seconded: ____ VOTE: YES 5 NO ____ Abstain ____ Absent ____

Passed with a motion by Elias Alvarado and a second by Natalia Barajas.

Yes Sylvia Macias
Yes Jan Baird
Yes Natalia Barajas
Yes Deborah Pacheco
Yes Elias Alvarado

Minutes:

No Discussion

17.1. Purchase Order List # 5 (Bond)

18. HUMAN RESOURCES

Motion Passed:

The Superintendent recommends the Board of Trustees review and approve Human Resources agenda items 18.1 through 18.4 as presented.

Motion: ____ Seconded: ____ VOTE: YES 5 NO ____ Abstain ____ Absent ____

Passed with a motion by Sylvia Macias and a second by Deborah Pacheco.

Yes Sylvia Macias
Yes Jan Baird
Yes Natalia Barajas
Yes Deborah Pacheco
Yes Elias Alvarado

Minutes:

No Discussion

18.1. Classified Personnel Report # 7

18.2. Certificated Personnel Report # 7

- 18.3. Memorandum of Understanding (MoU) SWSD & CSEA Grab and Go Meals – Nov 5, 2020
18.4. Memorandum of Understanding (MoU) SWSD & CSEA Return to Work – Nov 5, 2020

19. BOARD OF TRUSTEES DISCUSSION TO GUIDE FUTURE RECOMMENDATIONS

Minutes:

No recommendations made from the Board of Trustees for any future items. Superintendent Gonzales wanted to take some time and share that he acknowledges Mark Keriakous for his tenure in South Whittier and for the amazing job he has done. He has done a tremendous to keep us solvent, that are books are clean, and that we continue to provide excellent benefits and salaries. He has taken and overseen several projects and done an amazing job. He thanks him for his great work and he will be missed.

20. ADJOURNMENT

Minutes:

By general consent of the Board, President Baird adjourned the Board meeting at 1:03 PM to the next regularly scheduled Board meeting of January 19, 2021 at 4:00 PM, Via Zoom Conference.

_____ Jan Baird, President	Attested By: _____ Deborah Pacheco, Clerk
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As required pursuant to Education Code Section 15280, the minutes of this meeting will be posted on the District's internet web site agenda online.