



BENICIA UNIFIED SCHOOL DISTRICT  
GOVERNING BOARD

Notice of Regular Meeting  
December 17, 2020 6:00 PM

In Compliance with Executive Order N-29-20 and N-35-20 issued by Governor Newsom on March 12th and 21st, 2020 respectively, this meeting will be Livestreamed and recorded via the BUSD YouTube channel linked here:

<https://www.youtube.com/c/beniciaunifiedschooldistrict>

Meeting will be conducted via Zoom from the

Benicia Unified District Board Room

350 East K Street

Benicia, CA 94510

**Attendance Taken at 6:05 PM:**

Present:

Diane Ferrucci

Stacy Heldman-Holguin

Mark Maselli

Gethsemane Moss

Sheri Zada

**1. CALL TO ORDER - 6:00 p.m.**

Minutes:

President Ferrucci called the meeting to order at 6:05 p.m.

**2. ROLL CALL**

Minutes:

New Trustee CeCe Grubbs joined the meeting at 7:00 p.m. and was sworn in to replace outgoing Trustee Stacy Heldman-Holguin.

**3. PUBLIC COMMENT ON CLOSED SESSION ITEMS**

Minutes:

With no public comments, President Ferrucci adjourned the meeting to closed session at 6:05 p.m.

#### **4. CLOSED SESSION - 6:00 P.M.**

##### **4.1. Public Employment/ Action/ Appointment/ Discipline/ Dismissal/ Evaluation / Release**

Rationale:

Dr. Khushwinder Gill will present the Personnel Action List to the Board.

##### **4.2. Conference with Labor Negotiators**

Rationale:

The Governing Board will conference with Labor Negotiator, Dr. Khushwinder Gill, regarding Employee Organizations BTA, CSEA and unrepresented groups.

##### **4.3. Individual Student Matter(s)/ Student Need(s)**

Rationale:

The Governing Board will discuss student matters in the case of

The Education Code requires Closed Session in these cases to prevent the disclosure of confidential student information.

#### **5. RECONVENE TO OPEN SESSION - 7:00 P.M.**

Minutes:

President Ferrucci reconvened the meeting to open session at 7:04 p.m.

##### **5.1. Report on Closed Session Items**

Minutes:

There was nothing to report from closed session.

Quick Summary:

For this meeting public comments may be submitted via a google form on this link that will be opened from 5:00pm to 6:00pm and must be submitted using the following link: <https://forms.gle/DnkdjWBXpuvoHGmo6>

##### **5.2. Announcement**

Quick Summary:

This meeting is recorded for live-streaming and archiving on the District YouTube channel at [youtube.com/c/beniciaunifiedschooldistrict](https://www.youtube.com/c/beniciaunifiedschooldistrict) for your convenience.

## **6. PLEDGE OF ALLEGIANCE**

Minutes:

Outgoing Trustee Dr. Stacy Heldman-Holguin was asked to lead us in the pledge of allegiance.

## **7. APPROVAL OF AGENDA**

**Motion Passed:** Approval of the agenda as presented Passed with a motion by Mark Maselli and a second by Gethsemane Moss.

Yes Diane Ferrucci

Yes Stacy Heldman-Holguin

Yes Mark Maselli

Yes Gethsemane Moss

Yes Sheri Zada

## **8. ADMINISTER THE OATH OF OFFICE VIRTUALLY TO NEWLY ELECTED TRUSTEES**

Rationale:

The Oath of Office will be administered virtually by Lisette Estrella-Henderson, County Superintendent of Schools, to the trustees who ran uncontested in the November election: Dr. Gethsemane Moss, and Sharon "CeCe" Grubbs.

Minutes:

Dr. Young welcomed Solano County Superintendent Lisette Estrella-Henderson to administer the oath for the swearing in of our two new trustees Dr. Gethsemane Moss and trustee CeCe Grubbs to serve on our school board. Dr. Young also went on to say that being a board trustee is a big deal, it is a noble act in which people volunteer their time because they believe in the district, they believe in kids and they have an attitude of service to our community. As Superintendent he just wanted everyone to know the deep gratitude shared for them stepping forward to take on this important role.

## **9. Honor Outgoing Trustee Stacy Heldman-Holguin**

Rationale:

Trustee Heldman-Holguin will be recognized and honored for her years of service as she steps down.

Minutes:

Dr. Young shared that Trustee Dr. Stacy Heldman-Holguin has been on the board for about 5 1/2 years and that this would be an opportunity for all to share their praise, gratitude and/or love for our dear outgoing trustee. He began by expressing that he would personally miss her very much as she has been just a fabulous trustee and presented her with a "Distinguished Service Award" that read "In Recognition and Appreciation for Her Exemplary Dedication, Time and Commitment to the Students, Families, and Employees in BUSD" and with that he wished her the best of luck and added that he hoped that she continue to participate in some of the great work of the

district. Dr. Moss too added that she would be greatly missed, saying that she has enjoyed working with her and has learned a lot from her. Dr. Moss also added that she absolutely appreciates her perspective on matters. Trustee Maselli expressed that Stacy is one of the smartest, sharpest people he has met. She is very thorough and took the job seriously adding that anybody that wants to be on the board should aspire to be like Stacy! Trustee Zada added that Stacy has been wonderful to work with and she aspires to be like her in her professional and precise presentation of things. She ended by saying it has been great getting to know her and knows that for sure they will run into each other again. Trustee Ferrucci expressed that this was going to be very hard for her this evening to acknowledge that Stacy is going off the board. She went onto say that they have had an amazing journey together and have accomplished so many good things for the district, but the greatest thing that she wanted to thank her for was the friend she had become to her. Stacy was very open, warm and accepting of all of them and she really appreciates that of her and with that she wished her well and presented her with a gift from the board of trustees.

## **10. ANNUAL ORGANIZATIONAL MEETING OF THE GOVERNING BOARD**

### **Rationale:**

Education Code Section 35143 requires the Governing Board of each school district to hold an annual organizational meeting. In an election year, a school district organizational meeting must be held on a day within the fifteen (15) day period that commences with the date upon which a governing board member elected at the election take office (the second Friday in December). This year, the date on which elected trustees will take office is on or after December 11, 2020. Board Bylaw 9100, Organization states that at the Organizational meeting the Board shall:

1. Elect a president and a clerk and/or vice president from its members
2. Appoint the Chief Assistant to the Superintendent as secretary to the Board
3. Authorize signatures
4. Approve a schedule of regular meetings for the year and a Board governance calendar stating the time when the Board will address important governance matter
5. Designate Board representatives to serve on committees or commissions of the district, other public agencies, or organizations with which the district partners or collaborates
6. Review and/or consider resources that define and clarify the Board's governance and leadership roles and responsibilities including, but not limited to, governance standards, meeting protocols, Board rules and bylaws, and other Board development materials

**Election of Officers:** The Board shall each year elect one of its members to be (clerk). This member shall be one who previously has not served in office, unless all the Board's members have previously served in office. After serving one year as (clerk) the elected member shall serve two years as president of the Board. No Board member shall serve more than 2 consecutive year(s) in the same office. The election of Board officers shall be conducted during an open session of the annual organizational meeting.

## **10.1. Nomination and Election of Officers for 2021**

Rationale:

The Board will elect its officers to serve immediately through December 2021.

The President will call for Confirmation of President and Clerk.

### **10.1.1. Confirmation of President**

Minutes:

Trustee Maselli expressed that Trustee Ferrucci has done an excellent job as President, adding that he really appreciated how she ran the meetings, stating, "She's done an outstanding job" and with that he nominated Sheri Zada for President.

**Motion Passed:** Confirmation of Sheri Zada as President Passed with a motion by Mark Maselli and a second by Gethsemane Moss.

Yes Diane Ferrucci

Yes CeCe Grubbs

Recuse Stacy Heldman-Holguin

Yes Mark Maselli

Yes Gethsemane Moss

Yes Sheri Zada

### **10.1.2. Confirmation of Clerk**

**Motion Passed:** Trustee Maselli nominated and motioned for Dr. Gethsemane Moss to be Clerk of the Board Passed with a motion by Mark Maselli and a second by Sheri Zada.

Yes Diane Ferrucci

Yes CeCe Grubbs

Recuse Stacy Heldman-Holguin

Yes Mark Maselli

Yes Gethsemane Moss

Yes Sheri Zada

### **10.1.3. Appoint the Chief Assistant to the Superintendent as secretary to the Board**

**Motion Passed:** Appointment of Georgina Martinez as secretary to the Board Passed with a motion by Mark Maselli and a second by CeCe Grubbs.

Yes Diane Ferrucci

Yes CeCe Grubbs

Recuse Stacy Heldman-Holguin

Yes Mark Maselli  
Yes Gethsemane Moss  
Yes Sheri Zada

## **10.2. Approval of the Calendar of Board Meetings for 2021**

Rationale:

The Trustees will review and approve the Schedule of Board Meetings for 2021.

**Motion Passed:** Approval of the Schedule of Board Meetings for 2021 as Presented Passed with a motion by Mark Maselli and a second by CeCe Grubbs.

Yes Diane Ferrucci  
Yes CeCe Grubbs  
Recuse Stacy Heldman-Holguin  
Yes Mark Maselli  
Yes Gethsemane Moss  
Yes Sheri Zada

## **10.3. Designate Board Representatives to serve on the following committees:**

- 1. Representative to the Solano County School Boards Association**
- 2. District/City Liaison**
- 3. Benicia Youth Action Committee**
- 4. Valero Community Advisory**
- 5. Board Policy Committee**
- 6. District Curriculum Council**
- 7. Facilities Steering Committee**
- 8. BEF Committee**

Rationale:

Designate Board representatives to serve on committees or commissions of the district, other public agencies, or organizations with which the district partners or collaborates.

Minutes:

Approval of the Following Appointments:

1. Representative to the Solano County School Boards Association: Trustee Moss as the voting participant with President Zada as the backup person
2. District/City Liaison: Trustee Ferrucci and Trustee Grubbs
3. Benicia Youth Action Committee: President Zada
4. Valero Community Advisory: Trustee Moss and Trustee Ferrucci
5. Board Policy Committee: Trustee Maselli and Trustee Grubbs
6. District Curriculum Council: Trustee Ferrucci and President Zada
7. Facilities Steering Committee: Trustee Ferrucci and President Zada
8. BEF Committee: Trustee Maselli

## **11. REPORTS - (NO ACTION REQUIRED)**

### **11.1. Student Reports**

Minutes:

Madison Firle ASB Vice President and Ryan Webb, Sophomore President from BHS provided reports on the going ons at Benicia High School.

Alice Wells provided the report for Liberty High School.

### **11.2. Superintendent Report**

Minutes:

Dr. Young thanked all of the BUSD employees for the great work they are doing. He also shared that today he had the opportunity to read to a second grade class at Farmar Elementary School. It was quite an experience that he really enjoyed. He asked them several questions and they had very thoughtful responses. It also made him realize what a challenge that is as a teacher to do that work and put that together every day, so hats off to the teachers and the kids for hanging in there with us! Dr. Young also shared that Tania Courtney, Food Services Director and her team continue to do an incredible job. He visited her the other day and she took him into the freezer to show him all of the food they had ready in beautifully packaged for those who had signed up for the winter break pick up. It was 17 days of food for over 400 families. He shared what a tremendous undertaking this was, adding that she and her team are just phenomenal. It makes him feel good as the Superintendent that we can provide this to families that need it free of charge to them. Hats off to the great work by the Food Services team!

Lastly, he spoke to our families concern around equity. He just wanted to let the community know that the board and the staff hears them and we are absolutely committed to equity and opportunity. This work is important work and we will continue to broadcast clearly what the work looks like and what it will be. We will have future board agenda items in this respect.

### **11.3. Board Reports**

Minutes:

Trustee Ferrucci shared that she had attended the curriculum committee meeting this week of which the outcome would be shared tonight during one of the items.

President Zada shared that she had read to Mr. Gomez's 5th grade class at Mary Farmar and really enjoyed it as well along with the kid's responses.

## **12. COMMENTS FROM MEMBERS OF THE PUBLIC**

Minutes:

The following comments were read into public record by Trustee Ferrucci:

- 1-Kori Damn, congratulating CeCe Grubbs
- 2-Michelle Gomez, congratulating CeCe Grubbs
- 3-Jennifer Wheeler, welcomed CeCe Grubbs to the BUSD Board.
- 4-Julie Seymour, congratulating CeCe Grubbs
- 5-Diane Gross-Hagerty, congratulating CeCe Grubbs
- 6-Sarah Denton, congratulating CeCe Grubbs

Quick Summary:

**Public Comment** Members of the public may submit comments on items on the agenda, and any item within the jurisdiction of the school district in the following manner for meetings during the Shelter-in-Place Executive Order: Via a google form on this link: <https://forms.gle/DnkdjWBXpuvoHGmo6> that will be opened to the public from 6:00 to 7:00 pm on the day of the meeting. The Governing Board allows speakers to speak at regular meetings on agendized and non-agendized matters under public comment. Comments are limited to no more than three minutes per speaker. By law, no action may be taken on any item raised during the public comment periods and matters may be referred to staff for placement on a future agenda of the Governing Board..

## **13. CONSENT CALENDAR - ACTION ITEMS**

**Motion Passed:** Approval of the Consent Calendar as presented Passed with a motion by Mark Maselli and a second by Gethsemane Moss.

Yes Diane Ferrucci

Yes CeCe Grubbs

Recuse Stacy Heldman-Holguin

Yes Mark Maselli

Yes Gethsemane Moss

Yes Sheri Zada

Quick Summary:

All matters listed under the Consent Calendar are considered by the Board to be routine and will be approved by the Board in one motion. There will be no discussion on these items unless members of the Board, staff or public request specific items to be pulled and discussed.

### **13.1. Minutes for the Meetings of: December 10, 2020 Special Board Meeting**

### **13.2. Acceptance of Gifts to the District**

### **13.3. Approval of Personnel Action List**



## 14. DISCUSSION ITEMS

### 14.1. Prop 51 Facilities Grant Monies and Project List

#### Rationale:

Roxanne Egan, Bond Director, will provide updates on Proposition 51 grant applications and awards thereof accompanied by staff recommended facility projects to be built with grant funding. The project list follows recommendations and prioritization from our Facilities Master Plan previously established.

#### Minutes:

Bond Director Egan provided an update to the board.

## 15. NON-CONSENT ACTION ITEMS

### 15.1. Consideration and Approval of the Declaration of Need for Fully Qualified Educators

#### Rationale:

Each year prior to June 30, public school districts must file with the California Commission on Teacher Credentialing (CCTC) a declaration of need for fully qualified educators. The declaration provides the District's best current estimate of the number of emergency teaching permits and limited assignment permits it may need to appropriately staff its schools as well as local efforts it will undertake to certify, assign, and develop fully qualified certificated personnel for the pending school year.

The signed, Board-approved declaration must be on file with the CCTC in advance in order for any emergency permits to be issued to certificated employees on the District's behalf.

**Motion Passed:** Approval of the Declaration as Presented Passed with a motion by Gethsemane Moss and a second by Diane Ferrucci.

Yes Diane Ferrucci

Yes CeCe Grubbs

Recuse Stacy Heldman-Holguin

Yes Mark Maselli

Yes Gethsemane Moss

Yes Sheri Zada

## **15.2. Consideration and Approval of the Course Outlines for Adult Education**

### **Rationale:**

Assistant Superintendent, Dr. Leslie Beatson, will present five courses for consideration and approval as part of the BUSD Adult Education program. BUSD's Adult Education Program, under the direction of Ms. June Regis, is the recipient of a Federal Workforce Innovation and Opportunity Act (WIOA) grant. A requirement of that grant is to have robust classes that are approved by the Governing Board. These classes have already been approved by CDE and presented and supported by the District Curriculum Council. Tonight we are presenting three courses for your consideration and approval. Introduction to Computers I: This program is designed for students 18 years and older who are interested in acquiring computer skills. Introduction to Computers II: This program is designed for students 18 years and older who are interested in acquiring computer skills. This is a basic class and will prepare the students with knowledge and skills required for higher level computer skills. Office Technician Certification: This program is designed for students 18 years and older who are interested in acquiring office skills. This program will prepare the students with knowledge and skills required to compete in the business world. Students will learn office administration, accounting, business communications, management, customer service, human resources and Microsoft office suite programs. The students will need to complete all of the classes listed in order to qualify for certification. This certification will allow the students to choose one of three career certification pathways-Accounting Technician, Business and Marketing and Tax preparer certifications. Construction Blueprint Reading- Part I: This program is designed for students 18 years and older who are interested in acquiring Blueprint reading skills. The course is an introduction to blueprint reading and construction graphics for residential and commercial buildings. Includes scale use and sketching techniques. Construction Blueprint Reading-Part II: This program is designed for students 18 years and older who are interested in acquiring Blueprint reading skills. The course is Part II for students who have completed part I of Intro to Construction Blueprints. The students will learn more about industry specific blueprint plans for plumbing, HVAC, etc. Recommendation: Approve the courses as presented.

**Motion Passed:** Approval of New Course Outline as Presented. Passed with a motion by Diane Ferrucci and a second by Mark Maselli.

Yes Diane Ferrucci

Yes CeCe Grubbs

Recuse Stacy Heldman-Holguin

Yes Mark Maselli

Yes Gethsemane Moss

Yes Sheri Zada

**15.3. Review and file the Independent Auditor's Report for the Benicia USD (BUSD) and the Financial and Performance Audit for the BUSD 2014 Measure S General Obligation Bonds Building Fund for the Fiscal Year Ended June 30, 2020.**

**Rationale:**

In the auditor's opinion, the financial statements for the Benicia Unified School District present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Benicia USD, as of June 30, 2020, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America. In the auditor's opinion, the financial statements for the BUSD 2014 Measure S General Obligation Bonds Building Fund present fairly, in all material respects, the financial position of the BUSD 2014 Measure S General Obligation Bonds Building Fund as of June 30, 2020, and the results of its operations for the year then ended in accordance with accounting principles generally accepted in the United States of America.

**Motion Passed:** For the governing board of the BUSD to review and file the Independent Auditor's Report for the Benicia USD (BUSD) and the Financial and Performance Audit for the BUSD 2014 Measure S General Obligation Bonds Building Fund for the Fiscal Year Ended June 30, 2020. Passed with a motion by Diane Ferrucci and a second by Mark Maselli.

Yes Diane Ferrucci

Yes CeCe Grubbs

Recuse Stacy Heldman-Holguin

Yes Mark Maselli

Yes Gethsemane Moss

Yes Sheri Zada

**15.4. Consideration and Ratification of Memorandum of Understanding Between Benicia Unified School District and the Benicia Teachers Association (BTA) (pending ratification from BTA Unit Members)**

**Rationale:**

The Benicia Unified School District (BUSD) and the Benicia Teachers Association (BTA) recognize that the COVID-19 pandemic necessitates significant modifications to the operation of schools to minimize the health risks associated with COVID-19 infection for students, staff, and their families while also providing equitable access to education for students. BUSD and BTA jointly enter into this Memorandum of Understanding (MOU) for the 'In Person Learning Model' regarding issues related to the coronavirus COVID-19 pandemic and the return to school during the 2020-2021 school year. This MOU is currently pending ratification from BTA Unit Members. Following any applicable public comment, staff recommends that the Board approve the 'In Person Learning

Model' MOU between BUSD and BTA during the 2020-21 school year as presented.

Minutes:

Trustee Maselli requested that a reassessment of the timeline for in-person instruction be brought back to the January 14th board meeting. He would like a revote on the timeline.

**Motion Passed:** Approval of the 'In Person Learning Model' MOU between BUSD and BTA during the 2020-21 school year as presented with confirmation by Dr. Gill that it had indeed been ratified by its members. Passed with a motion by Diane Ferrucci and a second by Mark Maselli.

Yes Diane Ferrucci

Yes CeCe Grubbs

Recuse Stacy Heldman-Holguin

Yes Mark Maselli

Yes Gethsemane Moss

Yes Sheri Zada

## 16. ADJOURNMENT

Minutes:

Trustee Maselli once again requested that the timelines and schedules be reconsidered and voted on January 14th board meeting agenda for in person instruction. With that President Zada expressed appreciation to Trustee Ferrucci and wished everyone a great holiday adjourning the meeting at 9:40 p.m.

RESPECTFULLY SUBMITTED:

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Clerk

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Secretary