

CYPRESS SCHOOL DISTRICT
REGULAR MEETING - BOARD OF TRUSTEES
September 8, 2016

MINUTES

1. CALL TO ORDER

Vice President Nakamura called the meeting to order in the Board Room at 5:00 p.m.

1.1. Roll Call

Board Present

Candi Kern
Sandra Lee
Brian Nakamura
Lydia Sondhi, Ph.D.

Staff Present

Anne Silavs, Superintendent
Tim McLellan, Ed.D., Assistant Superintendent, Business Services
Tracy Mouren-Laurens, Administrative Director, Human Resources
Tandy Taylor, Director, Curriculum, Instruction, and Assessment
Scott Adams, Director, Special Education/Student Services
Marcos Rojas, Director, Technology Services
Julie Gautreau, Coordinator, Instructional Technology/Special Projects
Debra Parker, Executive Assistant to the Superintendent

2. APPROVE AGENDA

Order #150 - Motion Passed: Passed with a motion by Lydia Sondhi, Ph.D. and a second by Candi Kern.

Yes Candi Kern
Yes Sandra Lee
Yes Brian Nakamura
Yes Lydia Sondhi, Ph.D.

3. ANNUAL BOARD MEET & GREET DINNER SPONSORED BY ASSOCIATION OF CYPRESS TEACHERS

Isis Ortiz, Association of Cypress Teachers President, introduced herself and the following members of their board: Lynn Currin, Laurie Sooter, Diane Cardinas, and Gina Martinez. She explained the board's goal of helping teachers understand what their union can do for them.

4. PUBLIC COMMENTS - CLOSED SESSION

There were no comments.

5. RECESS TO CLOSED SESSION - 6:00 P.M.

The Board recessed to Closed Session at 6:00 p.m.

5.1. Public Employee Discipline/Dismissal/Release

Present was Superintendent Silavs.

5.2. Conference with Legal Counsel Anticipated Litigation

Present were Superintendent Silavs and Tiffany Tran, attorney from Atkinson, Andelson, Loya, Ruud & Romo.

6. RECONVENE TO OPEN SESSION - 7:00 P.M.

The Board reconvened to Open Session at 7:00 p.m.

6.1. Closed Session Report

Vice President Nakamura reported that no action was taken during Closed Session.

6.2. Pledge of Allegiance

7. SPECIAL ACTIVITIES

7.1. California Assessment of Student Performance and Progress

Julie Gautreau, Coordinator, Instructional Technology/Special Projects, provided an overview of the California Assessment of Student Performance and Progress scoring and results.

8. PUBLIC COMMENTS

There were no comments.

9. PUBLIC RECOGNITION

Present were Lynn Currin, ACT Vice President; Vickie Ohlman, CSEA President; and Pam Leshner, CSEA Vice President.

10. APPROVE MINUTES

10.1. Regular Meeting - August 11, 2016

Order #152 - Motion Passed: Passed with a motion by Candi Kern and a second by Sandra Lee.

Yes Candi Kern
Yes Sandra Lee
Yes Brian Nakamura
Yes Lydia Sondhi, Ph.D.

10.2. Special Meeting - August 11, 2016

Order #151 - Motion Passed: Passed with a motion by Candi Kern and a second by Lydia Sondhi, Ph.D..

Yes Candi Kern
Yes Sandra Lee
Yes Brian Nakamura
Yes Lydia Sondhi, Ph.D.

11. CONSENT ITEMS

Order #153 - Motion Passed: Passed with a motion by Lydia Sondhi, Ph.D. and a second by Candi Kern.

Yes Candi Kern
Yes Sandra Lee
Yes Brian Nakamura
Yes Lydia Sondhi, Ph.D.

11.1. Approve Gifts to District

Approved acceptance of gifts received during the period August 1-31, 2016.

11.2. Approve Nonpublic, Nonsectarian School/Agency Service Expenses

Approved the payment of nonpublic, nonsectarian school/agency service invoices totaling \$195,900.

11.3. Approve Human Resources Report, Certificated

Approved Human Resources Report, Certificated, listing transactions occurring since the August 11, 2016 report.

11.4. Approve Human Resources Report, Classified

Approved Human Resources Report, Classified, listing transactions occurring since the August 11, 2016 report.

11.5. Renew Agreement with San Joaquin County Office of Education for 2016/17 EDJOIN Services

Approved the service agreement with San Joaquin County Office of Education/Center for Educational Development and Research for 2016/17 EDJOIN services related to employee recruitment at a cost of \$581.55.

11.6. Ratify Check Report

Ratified the Check Report listing all checks written during the period August 1-31, 2016.

11.7. Purchase Order Report

Ratified the Purchase Order Report listing all purchase orders issued during the period August 1-31, 2016.

12. DISCUSSION/ACTION

12.1. Hold Public Hearing on Sufficiency of Instructional Materials for the 2016/17 School Year and Adopt Resolution No. 167-01

Vice President Nakamura opened the hearing at 8:05 p.m. There were no speakers, and the hearing was closed at 8:05 p.m.

Order #154 - Motion Passed: Adopt Resolution No. 167-01, affirming a finding of sufficient textbooks or instructional materials for the 2016/17 school year and authorize submission of a written assurance of conformance to the California Department of Education. Passed with a motion by Candi Kern and a second by Sandra Lee.

Yes Candi Kern
Yes Sandra Lee
Yes Brian Nakamura
Yes Lydia Sondhi, Ph.D.

12.2. Adopt Resolution No. 167-02 for Community Care Licensing

Order #155 - Motion Passed: Adopt Resolution No. 167-02, Community Care Licensing, authorizing the District to apply for licensing for a State Preschool Program and designating the personnel authorized to sign contract documents on behalf of the Board of Trustees. Passed with a motion by Candi Kern and a second by Sandra Lee.

Yes Candi Kern
Yes Sandra Lee
Yes Brian Nakamura
Yes Lydia Sondhi, Ph.D.

12.3. Approve Independent Contractor Agreement with Debora Wondercheck for Development of a Districtwide Instrumental Music Program

Order #156 - Motion Passed: Approve the Independent Contractor Agreement with Debora Wondercheck for development of a Districtwide instrumental music program for the 2017/18 school year at a cost not to exceed \$10,800. Passed with a motion by Sandra Lee and a second by Lydia Sondhi, Ph.D..

Yes Candi Kern
Yes Sandra Lee
Yes Brian Nakamura
Yes Lydia Sondhi, Ph.D.

12.4. Approve Contracting with Partnership for Education and Professional Development for Classified Staff Professional Development

Order #157 - Motion Passed: Approve contracting with Partnership for Education and Professional Development for behavior management training for classified staff on October 3, 2016 and January 30, 2017 at a cost of \$7,000. Passed with a motion by Sandra Lee and a second by Candi Kern.

Yes Candi Kern
Yes Sandra Lee
Yes Brian Nakamura
Yes Lydia Sondhi, Ph.D.

12.5. Adopt Resolution No. 167-03 in Support of Red Ribbon Week, October 23-29, 2016

Order #158 - Motion Passed: Adopt Resolution 167-03 in support of Red Ribbon Week, October 23-29, 2016. Passed with a motion by Lydia Sondhi, Ph.D. and a second by Candi Kern.

Yes Candi Kern
Yes Sandra Lee
Yes Brian Nakamura
Yes Lydia Sondhi, Ph.D.

12.6. Adopt Resolution No. 167-05 in Support of Week of the School Administrator, October 10-14, 2016

Order #159 - Motion Passed: Adopt Resolution No. 167-05 supporting October 10-14, 2016 as "Week of the School Administrator." Passed with a motion by Lydia Sondhi, Ph.D. and a second by Sandra Lee.

Yes Candi Kern
Yes Sandra Lee
Yes Brian Nakamura
Yes Lydia Sondhi, Ph.D.

12.7. Approve New Job Descriptions, Positions, and Salary for Family Resource Assistant-Bilingual and Preschool Teacher

Order #160 - Motion Passed: Approve the new job description and position of Family Resource Assistant-Bilingual (Spanish) with placement at Range 19 on the classified salary schedule, and the new job description and two positions for Preschool Teacher with placement at Range 21 on the classified salary schedule. Passed with a motion by Sandra Lee and a second by Candi Kern.

Yes Candi Kern
Yes Sandra Lee
Yes Brian Nakamura
Yes Lydia Sondhi, Ph.D.

12.8. Approve Notice of Completion for the Purchase and Installation of Audio System Equipment for the STEM and Arts Classrooms at all Schools by ICS Services

Order #161 - Motion Passed: Approve filing a Notice of Completion for Project #03i/2014-15 for the purchase and installation of educational technology (audio systems) for all school sites completed by ICS Services. Passed with a motion by Sandra Lee and a second by Candi Kern.

Yes Candi Kern
Yes Sandra Lee
Yes Brian Nakamura
Yes Lydia Sondhi, Ph.D.

12.9. Approve Notice of Completion for E-Rate Low Voltage Data Systems Work for the Luther STEM and Arts Classroom and Preschool SDC Relocation Project by ICS Services

Order #162 - Motion Passed: Approve filing a Notice of Completion for Project #03e/2014-15 for E-Rate low voltage data system work at Luther School completed by ICS Services. Passed with a motion by Candi Kern and a second by Lydia Sondhi, Ph.D..

Yes Candi Kern
Yes Sandra Lee
Yes Brian Nakamura
Yes Lydia Sondhi, Ph.D.

12.10. Adopt Resolution No. 167-04, Gann Limit

Order #163 - Motion Passed: Adopt Resolution No. 167-04, Gann Limit, showing the actual appropriations limit for 2015/16 of \$24,698,738 and the estimated appropriations limit for 2016/17 of \$25,562,739. Passed with a motion by Sandra Lee and a second by Candi Kern.

Yes Candi Kern
Yes Sandra Lee
Yes Brian Nakamura
Yes Lydia Sondhi, Ph.D.

12.11. Certify Review of 2015/16 Unaudited Actuals

Order #164 - Motion Passed: Certify review of the 2015/16 unaudited actuals and adjustments to the beginning balance for 2016/17. Passed with a motion by Lydia Sondhi, Ph.D. and a second by Sandra Lee.

Yes Candi Kern
Yes Sandra Lee
Yes Brian Nakamura
Yes Lydia Sondhi, Ph.D.

12.12. Adopt Updated Board Policies and Administrative Regulations

Superintendent Silavs explained AR 5116.1, Intradistrict Open Enrollment, required further editing and would be brought back for Board approval in October.

Order #165 - Motion Passed: Adopt the updated Board Policies and Administrative Regulations as listed, with the exception of Administrative Regulation 5116.1, effective September 8, 2016. Passed with a motion by Candi Kern and a second by Lydia Sondhi, Ph.D..

Yes Candi Kern
Yes Sandra Lee
Yes Brian Nakamura
Yes Lydia Sondhi, Ph.D.

12.13. Approve New Board Policy and Administrative Regulations Related to New State Preschool Program

Order #166 - Motion Passed: Adopt the following new Board Policies and Administrative Regulations effective September 8, 2016: BP/AR 5148 Child Care and Development, BP/AR 5148.3 Preschool/Early Childhood Education. Passed with a motion by Candi Kern and a second by Sandra Lee.

Yes Candi Kern
Yes Sandra Lee
Yes Brian Nakamura
Yes Lydia Sondhi, Ph.D.

13. INFORMATION/DISCUSSION

13.1. District Mission, Vision, and Core Values

Superintendent Silavs explained the process used to develop the proposed mission, vision, and core value statements. Initial input was gathered during the August Leadership Workshop, which involved Board Members, district administration, principals, confidential employees, and union leadership. Subsequently, the Superintendent met with each staff group individually to develop draft statements. The resulting proposed mission, vision, and core value statements are now presented for the Board's review and input.

The Board did not suggest any changes.

The mission, vision, and core value statements will be presented to the Board in October for second reading and approval.

14. ANNOUNCEMENTS OR REQUESTS FROM THE BOARD

Trustee Lee thanked ACT for the dinner and shared that she is looking forward to a great partnership this year. She also thanked Julie Gautreau for her thorough presentation on the CAASPP assessment. She attended the August 11 Leadership Workshop and stated it was an honor to participate in the development of the District's new mission, vision, and core values. She also attended the STEM & arts ribbon cutting ceremony at Vessels on August 12 and expressed her gratitude to current and past Board Members and staff for making the vision become a reality. She also attended Back to School Night at Landell.

Trustee Kern also thanked Julie Gautreau for her presentation. She shared that although she has heard several other presentations on CAASPP, she had a much clearer understanding following tonight's presentation. She attended Back to School Night at Vessels, as well as the STEM and arts ribbon cutting at Vessels. She reflected on how rewarding it is to see the STEM and arts plan start to happen. She also thanked ACT for the dinner and shared how much she appreciates them.

Trustee Sondhi shared how successful she felt the August Leadership Workshop was and described how she enjoyed having the opportunity to hear the thought processes of different groups. She attended the STEM and arts ribbon cutting ceremony and stated it is exciting to know the potential these facilities have to offer each school. She also participated in a Red Ribbon Week planning meeting with members of the Cypress Police Department and other community and civic groups. She looks forward to seeing first hand what the Police Department has planned for the week. She thanked ACT for the dinner this

evening and also recognized Julie Gautreau for the way in which she so clearly presented the information.

Vice President Nakamura attended the Arnold Back to School Night, and he expressed his appreciation for the work on display and the effort put forth by the teachers. He also shared how amazing he thinks the new STEM and arts programs will be for students. He attended the August Leadership Workshop and described how impressed he was by the energy, drive, and capacity of the group. He thanked ACT for the wonderful dinner and shared how much he appreciated the opportunity to talk and share with one another. He looks forward to ongoing open dialogue.

15. ANNOUNCEMENTS OR REQUESTS FROM THE SUPERINTENDENT

Superintendent Silavs expressed her heartfelt thanks to ACT. She stated that their partnership means a lot and it is heartening to know that we are working with such a great team. She shared a story about her visit to Luther School where she observed students lining up for music class. She asked them what they were doing, and they shared their excitement about going to music class. She visited the classroom a short time later and enjoyed observing the students. She said the energy was amazing. She updated the Board on the status of the Golden Bell Award applications. Vessels submitted an application for their Augmentative and Alternative Communication program and has been selected for a site validation visit. She will keep the Board updated on the status of their application. Lastly, she reminded the Board about two upcoming Board Study Sessions, the first on September 26 regarding development of District goals and the second on October 6 regarding the lease-leaseback process.

16. ADJOURNMENT

The meeting was adjourned at 8:39 p.m.

Respectfully Submitted,

Anne Silavs, Superintendent

Lydia Sondhi, Ph.D., Clerk