

**SYLVAN UNION SCHOOL DISTRICT
REGULAR MEETING OF
THE BOARD OF TRUSTEES
October 9, 2018**

MINUTES

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

Members Absent: None

District Administration Present: Debra Hendricks, Velma Beck, Yvonne Perez, Didi Peterson, John Patten, Marti Reed, Dawn Mori, Carrie Albert, Lemuel Vergara, and Lisa Sandoval.

Audience Present: Michele Calton, Kathy Friedmann, Nikki Codromac, Michael Maaske, Nancee Davis, Brenda Milano, Rebecca Harms, Katie Bennett, Monica Aranda, Sean Smith, Olivia Richey, Nathan Richey, Audrey Richey, Kathy Richey, Joy Green, Steve Cowie, Robert Rodarte, John Fountain, Dina MaAagma, Lauren MaAagma, Mary Smyth, Yia Bracken, Stephanie Jeppson, Erica Amezcua, Karen Carraya, Angela Quinteros, Thalia Rubio, Hailey Teeples, Jan Taylor, Jennie Smith, Grechen Griffin, Jami Vermeulen, and about 15 other people.

Call to Order: The meeting was called to order at 6:00 p.m.

Adjourn to Closed Session: The meeting adjourned to Closed Session for the following:

- a. **EXPULSION HEARING IN THE MATTER OF STUDENT:
2018/2019 – AH# 01**
- b. **PUBLIC EMPLOYEE EMPLOYMENT
Title: Administrative Assignments**
- c. **CONFERENCE WITH LABOR NEGOTIATOR
Title: Employee Organizations: All Groups (Sylvan Educators Association, California School Employees Association, Chapter 73, and Unrepresented**

Reconvene to Open Session: The meeting reconvened to Open Session at 7:17 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

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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:

Mrs. Lindsey reported that direction was given to staff regarding all matters.

Adoption of Agenda:

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

AYES: Collins, Harvey, Lindsey, Miyakawa, Rawe

NOES: None

ABSENT: None

ABSTENTIONS: None

Pledge of Allegiance:

Mrs. Lindsey welcomed everyone to the meeting. Mrs. Rebecca Harms, principal at Crossroads Elementary School introduced Audrey Richey, a 5th grader, who has been selected to lead the Pledge of Allegiance.

Audrey led the audience in the Pledge of Allegiance.

Mrs. Harms, shared that Audrey was selected to be recognized tonight because she is a fabulous fifth grader who has been at Crossroads since Kindergarten. She has excelled tremendously in school and is a positive role model. Among friends, Audrey is known as a kind person and fun to be around. Mr. Coates, her fourth grade teacher, shared that she was a dedicated student who came to school with a passion to learn. Her bright, positive attitude brings a smile to her classmates and especially her teachers. Mr. Cowie, her fifth grade teacher shared that she is a wonderful student that stays focused and gives her full attention regardless of the subject. Mrs. Harms ended by sharing that Audrey embodies the ideal learner, is attentive to detail, joyful and humble.

Mrs. Lindsey presented Audrey with a certificate for her accomplishment.

Recognition Presentation:

The school selected to be recognized at tonight's Board Meeting was Crossroads Elementary School. Mrs. Harms shared a YouTube video: <https://youtu.be/iWVQmRXytUw>. She also shared that Crossroads staff and students strive to live by their mission of being a welcoming neighborhood school where all students engage in rigorous purposeful standards based curriculum. Crossroads student's grades increased in both reading in math due to the dedication of all of their

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RECOGNITION PRESENTATION Continued

staff in their PLC teams. This year, Crossroads staff is taking a deeper look into the RTI process focusing. A growth mindset is evident on campus. Staff and students are doing an amazing job focusing on Cougar Pride (Be Safe, Be a Learner, Be a Leader).

Student Discipline Action Items:

STUDENT DISCIPLINE ACTION ITEMS

- a. The motion was made by Mr. Rawe, seconded by Mr. Collins, approving the recommendations of the Administrative Hearing Panel in the matter of Student 2018/2019 – AH # 01.

AYES: Collins, Harvey, Lindsey, Miyakawa, Rawe

NOES: None

ABSENT: None

ABSTENTIONS: None

Communications: COMMUNICATIONS

Written Communication:

- a. Mrs. Hendricks shared the following information with the Board:
- California School Boards Association letter regarding the entry submission for Sylvan STEAM Academy to the 2018 Golden Bell Awards Program. Unfortunately, our entry was not among those selected to advance. Mrs. Hendricks shared that Sylvan STEAM Academy staff were accepted to be presenters at the annual QUE Conference.
 - The Board of Trustees received a Save the Date invitation to the Make Dreams Real Boyett Petroleum Opening Night BBQ and Cornhole Tournament on May 15, 2019 and the Annual Golf Tournament on May 16, 2019. The district has received the Make Dreams Real grant for the past three years that assists sixth grade students with the cost of attending outdoor camp.

Public Hearing: b. **PUBLIC HEARING: Adoption of Resolution 2018/2019 #11 Authorizing Conveyance of Easement to the Modesto Irrigation District.**

The hearing was opened by the Board President, Mrs. Cynthia

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Lindsey at 7:30 PM.

No public comment was made.

The hearing was closed at 7:30 PM by the Board President, Mrs. Cynthia Lindsey.

Public Participation:

- c. Mr. Robert Rodarte, community member, expressed his appreciation to the board for their service. He thanked the board for placing the EE05 report on the agenda for review.

INFORMATION AND DISCUSSION

Supt's Update:

a. Superintendent's Update – Annual Fall School Board Meeting:

Mrs. Hendricks shared she was able to attend the Annual Fall School Board dinner and shared the message from keynote speaker Jim Rokaitis. He discussed the pitfalls of marijuana and the long term affects it has on individuals. Mrs. Hendricks is grateful the district provides drug awareness for students at a young age. She also shared Sylvan Union School District recognizes October 23-31 as Red Ribbon Week. During this time, the district emphasizes the importance and supports a lifestyle that is substance free.

Food Service Department Annual Report:

b. Food Service Department Annual Report:

Mr. Maaske shared the annual Food Service Department report with the Board of Trustees. He shared the department employs 52 hardworking and dedicated professionals that serve 8,200 Sylvan Union School District students breakfast, snacks, and lunches. He was happy to share that meal participation has increased from the prior year. The Food Service Department provides meals and services for the 13 SUSD school sites, 8 SCOE Head Start Programs, 1 Central California Child Development Services, 7 SCOE Special Education Programs, Boys & Girls Club after school programs, Catering Services, and provides assistance to the Sylvan Educational Foundation and School Site Parent Organizations. Mr. Maaske commended his staff for their hard work and daily dedication. The department is projected to serve over 1,000,000 meals and snacks! The department had a zero finding during their administrative review, which is quite an accomplishment. The Community Eligibility Program allows Sylvan Union School District to

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INFORMATION AND DISCUSSION Continued

serve students free meals at C.F. Brown, Sherwood, Standiford, Sylvan, and Woodrow Elementary Schools, as well as Somerset Middle School. This has had a positive impact on our students and families. He shared the Sylvan Food Service Health-e Pro Meal Planner, which can be accessed at

http://cdn.myschoolmenus.com/instance/2053971/district/21.html?school_id=49&menu_id=4985. The meal planner allows students and families to access daily menu items, nutritional contents, and allergen information. This is a great tool for all.

The Board thanked Mr. Maaske for the Food Service report and thanked the entire staff for their hard work and dedication to students and staff.

Special Education Update: Sylvan Union School District Handbook:

c. Special Education Update: Sylvan Union School District Handbook:

Mrs. Mori shared the draft Special Education Handbook which will be a continuous working document. The handbook will be used by Special Education teachers and staff members. Administrators, SELPA directors, and cabinet members reviewed the content of the handbook before presenting the final draft this evening. The handbook will be used as a training tool and resource. Changes will be made as laws are updated and as needed.

Mrs. Mori asked the Board if they had any questions. The Board shared a few suggestions to improve the working document.

3 Year Plan Fall Update:

d. 3 Year Plan Fall Update:

Mrs. Hendricks provided the Board of Trustees with a copy of the 3 Year Plan update. The update indicates the current status of each goal. Some goals have been adjusted to reflect better data points. The Board thanked staff for the update as it provides a great snapshot of what it takes to educate a child for their success.

Mrs. Hendricks asked the Board if they had any questions. No questions were asked.

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INFORMATION AND DISCUSSION Continued

Woodrow 2018-2019 Williams Monitoring:

e. Woodrow 2018-2019 Williams Monitoring:

Mrs. Reed shared that Woodrow Elementary School didn't have any insufficiencies during the past Williams Monitoring report. In 2013, Woodrow Elementary School was identified as a Williams Monitoring site. Since 2013, Woodrow has not had any findings. The facility is in tip top shape and all instructional materials are sufficient. Mrs. Reed praised the staff at Woodrow, custodial staff, and everyone involved in the positive results.

Public Request: EE05:

f. Public Request: EE05:

Mrs. Lindsey explained that the EE05 is a state mandated report/review that is completed every two years. Mrs. Peterson added that the District's next reporting period will be on November 30, 2018. The EE05 report provides a snap shot of the diversity in our district. Staff will present the results of the November 30th report at a future board meeting when the information is available.

On-Pass Pro Geographic Information Systems Software Proposal:

g. On-Pass Pro Geographic Information Systems Software Proposal:

Mrs. Perez shared staff will be requesting approval of the on-pass software that assists the district in long-range facilities and school boundary planning. We used to have software through Modesto City Schools in 2011 and several years after. The purchase of the on-pass software will allow the district to use it to its full capacity and upload necessary student demographic data for past years. The software will assist with Kindergarten projections.

Annual Interdistrict Attendance Agreement Reports:

h. Annual Interdistrict Attendance Agreement Reports:

As per Board Policy 5117, Mrs. Albert shared the annual Interdistrict Attendance Agreement Reports for the 2018-2019 school year.

Annual Intradistrict Attendance Agreement

i. Annual Intradistrict Attendance Agreement Reports:

As per Board Policy 5116, Mrs. Albert shared the annual Intradistrict Attendance Agreement Reports for the 2018-2019 school year. As of

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INFORMATION AND DISCUSSION Continued

Reports: September 26, 2018, the district has 159 new Intradistrict agreements and 22 overflow agreements.

**Fall Governance
Board Retreat
Reflection:**

j. Fall Governance Board Retreat Reflection:

Mrs. Lindsey shared the Board participated in a self-evaluation survey in September. As part of the survey results, Mrs. Lindsey asked each Board Member to review the evaluation and provide three areas of focus to improve on as a Board. Requests are to be submitted to Velma by October 19, 2018.

**Second Reading
Board Policy
Update:**

k. Second Reading Board Policy Updates:

Staff members and the Board of Trustees conducted the Second Reading of the May and October 2017 policy updates.

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

l. Safety and Facilities Update: Board Questions:

Mrs. Hendricks provided the Board of Trustees with feedback from the Districtwide Parent Information Safety Night held at Somerset Middle School on September 19, 2018. Mrs. Hendricks provided parents with information regarding the safety procedures implemented this school year and asked for feedback. Parents were able to provide excellent feedback and suggestions. They also discussed their traffic concerns at school sites.

Action Items:

ACTION ITEMS

**Adopt Resolution
2018/2019 - #10:
Making Findings
Pertaining to
Developer Fees:**

- a.** The motion was made by Mr. Rawe, seconded by Ms. Harvey, adopting Resolution 2018/2019 - #10: Making Finding Pertaining to Developer Fees per Government Code Section 66006 (b) annual requirements.

AYES: Collins, Harvey, Lindsey, Miyakawa, Rawe

NOES: None

ABSENT: None

ABSTENTIONS: None

ACTION ITEMS Continued

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ACTION ITEMS Continued

***Approve 2019
Health Insurance
Renewal Rates:***

- b. The motion was made by Mr. Collins, seconded by Mrs. Miyakawa, approving the 2019 Health Insurance Renewal Rates for the 2019 calendar year.

AYES: Collins, Harvey, Lindsey, Miyakawa, Rawe

NOES: None

ABSENT: None

ABSTENTIONS: None

***Approve
Architect
Services Proposal
for Paving
Projects at
Sylvan, Stockard
Coffee, and
Woodrow
Elementary
Schools and
Somerset Middle
School:***

- c. The motion was made by Mrs. Miyakawa, seconded by Ms. Harvey, approving the proposal presented from SKW & Associates for architect and engineering services for paving projects at Sylvan, Stockard Coffee, and Woodrow Elementary Schools and Somerset Middle School in the amount of \$93,800.

AYES: Collins, Harvey, Lindsey, Miyakawa, Rawe

NOES: None

ABSENT: None

ABSTENTIONS: None

***Expenditure of
Construction
Funds:***

- d. The motion was made by Mr. Collins, seconded by Mrs. Miyakawa, approving the Expenditure of Construction Funds for the Orchard, Sylvan Roof, Sylvan Window, and Ustach Projects.

AYES: Collins, Harvey, Lindsey, Miyakawa, Rawe

NOES: None

ABSENT: None

ABSTENTIONS: None

***Adopt Resolution
No. 2018/2019
#11 Authorizing
Conveyance of
Easement to the
Modesto
Irrigation District
:***

- e. The motion was made by Mrs. Miyakawa, seconded by Mr. Collins, adopting Resolution 2018/2019 #11: Authorizing Conveyance of Easement to the Modesto Irrigation District.

AYES: Collins, Harvey, Lindsey, Miyakawa, Rawe

NOES: None

ABSENT: None

ABSTENTIONS: None

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ACTION ITEMS Continued

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

a. The Minutes from the September 10, 2018, Special Board Meeting; September 11, 2018, Regular Board Meeting; and the April 17, 2018, Fall Governance Retreat;

b. The Ratification of the following Personnel Actions:

The employment of:

Classified:

Classified hired = 5

Classified resignation = 8

Classified retirement = 2

Classified change in assignments = 5

c. The ratification of checks as listed;

d. Approval of the Obsolete Items list;

e. Approval of the Positive Behavior Intervention and Supports (PBIS) Training agreement;

f. Approval of the 2018-2019 Liability and Property Insurance;

g. Approval of the Yearbook Contract with Shoob Photography for Stockard Coffee Elementary School for the 2018-2019 school year;

h. The approval of the listed donation:

- The donation of \$40.00 from YourCause Corporate Employee Giving Away Programs to Freedom Elementary School for instructional materials, curriculum or interventions for students.
- The donation of \$350.00 from Sherwood Parent Teacher Club to Sherwood Elementary School for the purchase Zingy Online. Science Accounts for fifth-grade students.

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CONSENT AGENDA Continued

- The donation of twenty-five yoga mats with straps, mat cleaner, and singing bowl valued at \$726.12 from Donor's Choose to Sylvan STEAM Academy.
- The donation of one hundred fifty (150) books and \$1,540.00 as part of the Subaru Loves learning campaign from Modesto Subaru to Somerset Middle School.

TOTAL VALUE: \$2,656.12

AYES: Collins, Harvey, Lindsey, Miyakawa, Rawe

NOES: None

ABSENT: None

ABSTENTIONS: None

Superintendent's Report:

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

- This week is Week of the Administrator.
- National Red Ribbon week is October 22-31, 2018. This year's theme is "Life is your journey, travel drug free"
- The ACSA Region 7 & Classified Educational Leaders (CEL) is having their annual CELDT dinner on Tuesday, October 23rd.
- Upcoming Agenda items for the next Regular Board Meeting:
 - Presentation: SEF Mini Grant Recipients
 - Parents Honors Forum Report
 - Final Reading/Adoption: July and October 2017 Policy Updates
 - 2018-2019 Governance Goals and Superintendent's Goals Update

Board Reports:

BOARD REPORTS

Ms. Harvey shared she had the opportunity to attend the Business Partners/Community State of the District event at the district office this morning. She thanked everyone that was able to attend to support our

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BOARD REPORTS Continued

business partners and community members.

Mrs. Miyakawa concurred with Ms. Harvey and thanked Debra Hendricks for reaching out to our business partners. She shared she attended one of the Learning Quest English classes for parents at C.F. Brown Elementary. During her visit, she learned thirty parents attended the first class and now we are almost at 50 parents attending. She received feedback from one parent who is thrilled the district is offering this for families. Mrs. Miyakawa is encouraging parents to go two days a week. Classes are held on Monday and Friday mornings from 8:30-10:30 a.m. Mrs. Miyakawa thanked staff for reaching this group of parents that want to integrate themselves with our community and student learning.

Mr. Rawe nothing at this time.

Mr. Collins shared that everyone deserved a good night of sleep.

Mrs. Lindsey thanked everyone for the birthday wishes.

Mrs. Lindsey thanked everyone for attending the meeting.

Future Agenda Items:

FUTURE AGENDA ITEMS:

- Next Regular Board Meeting: October 30, 2018 at 7:00 P.M.

Final Adjournment:

The meeting was adjourned by Board President Mrs. Lindsey at 9:39 p.m.

WITNESS:

Mr. Collins, Vice President of the Board

Date