

**SYLVAN UNION SCHOOL DISTRICT  
REGULAR MEETING OF  
THE BOARD OF TRUSTEES  
January 15, 2019**

# 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, Laura Wharff,  
Didi Peterson, John Patten, Marti Reed, Laura Granger, Dawn Mori,  
and Lisa Sandoval.

***Audience Present:*** Scott Ferreira, Michael Stagnaro, Jennifer Anderson, Michele Calton,  
Nikki Codromac, Deanne Andrade-Freitas, Katie Bennett, Sara  
Bradley, Joann O'Brien, Alisa Eldridge, Melanie Dean, Jean  
Wiersema, Holly Gaylor, Sean Smith, Tedde' Vaupel, Gretchen  
Griffin, Cory Simpson, John Fountain, Melinda Yegiyants, Kari  
Hendon, Brenda Flores, Mindy Engel, Raychel Cupit, Jennifer  
Blakey, Tricia Wessling, Graciel Camacho, Mehrina Hexoeve, Julie  
Noel, Erica Amezcua, Rebecca Martino, Michelle Travao, Tami  
Gierhan, Eric Bjerke and about 20 other people.

***Call to Order:*** The meeting was called to order at 5:47 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: Four (4)**
- b. **PUBLIC EMPLOYEE EMPLOYMENT:  
SUPERINTENDENT'S EVALUATION**
- c. **PUBLIC EMPLOYEE EMPLOYMENT  
Title: Administrative Assignments**
- d. **PUBLIC EMPLOYEE EMPLOYMENT  
Title: Assistant Superintendents' Contracts**

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### CLOSED SESSION Continued

- e. **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 7:05 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.

***Adoption of Agenda:*** The motion was made by Mrs. Miyakawa, seconded by Mr. Rawe, adopting the Agenda.

**AYES:** Collins, Harvey, Lindsey, Miyakawa, Rawe

**NOES:** None

**ABSENT:** None

**ABSTENTIONS:** None

***Pledge of Allegiance:*** Mr. Collins welcomed everyone to the meeting. Scott Ferreira, principal at Somerset Middle School introduced Salana "Lana" Camacho an 8<sup>th</sup> grader, who has been selected to lead the Pledge of Allegiance.

Salana led the audience in the Pledge of Allegiance.

Mr. Ferreira shared that Salana was selected to be recognized tonight because she became a model tiger when she entered Somerset in the 7<sup>th</sup> grade. He stated that she truly embodies Somerset's core values of being responsible, respectful, and safe. She is a hard worker, team player, and an all-around delightful student. She not only excels in her academics, but is a star on the wrestling mat. Last year Lana earned the prestigious award of State Champion in the 118 weight class. Lana became a WEB leader this year and assists incoming 6<sup>th</sup> grade students with any needs they may have and has done a

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### PLEDGE OF ALLEGIANCE Continued

wonderful job in making them feel a part of the Somerset community. Lana truly believes in the Power of 1 where 1 student, herself, can make a difference in the lives of others. Mr. Ferreira added that Lana is a remarkable young lady who has a bright future ahead of her. Lana proudly introduced her parents and brothers to the Board of Trustees and audience.

Mr. Collins presented Salana with a certificate for her accomplishment.

#### ***Recognition Presentation:***

The school selected to be recognized at tonight's Board Meeting was Somerset Middle School. Mr. Ferreira shared lots of good things happening at Somerset Middle School. Student representatives from each grade shared their important and fun roles and programs at Somerset. They talked about the WEB (Where Everyone Belongs) Team/Program, PBIS (Positive Behavior Intervention Support), M.A.G.I.C. (Motivate Achieve Grow Inspire Connect), STEAM, and Tiger Time. The WEB students thanked the Sylvan Educational Foundation for their web shirts this year.

#### ***Communications:***

### COMMUNICATIONS

#### ***Written Communication:***

- a. Mrs. Hendricks shared the following information with the Board:
  - No written communications at this time

#### ***Public Participation:***

- b. None.

### INFORMATION AND DISCUSSION

#### ***Supt's Update:***

- a. **Superintendent's Update – 8<sup>th</sup> Grade Criteria for Promotion Update:**

Mrs. Hendricks provided an update on the current practice and criteria for the 8<sup>th</sup> grade promotion committee meetings held with 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> grade teachers. She thanked staff who participated and dedicated their time to research and provided feedback. Staff will be presenting a proposal to the Board of Trustees to begin at the start of the 2019-2020 school year.

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### INFORMATION AND DISCUSSION Continued

#### *Fall 2018 CA School Dashboard:*

#### **b. Fall 2018 CA School Dashboard:**

Mrs. Reed shared the results of the district's Fall 2018 CA School Dashboard. The new dashboard format is user friendly with many drill down options for each category and sub category. Overall, Sylvan Union School District performed very well. We are in green for ELA, Math, and chronic absenteeism. We have met all five local indicators. District results are compared to state standards as well. The dashboard results are available to the public online at [californiaschooldashboard.org](http://californiaschooldashboard.org).

#### *The Governor's Proposals for Fiscal Year 2019- 20:*

#### **c. The Governor's Proposals for Fiscal Year 2019-20:**

Mrs. Sandoval review the information she received in Sacramento at Governor Newsom's 2019-20 State Budget Proposal meeting where the message was to "preserve your reserves for the future" when cost of education programs escalate and the recession occurs that money will be needed. A budget update will be provided when the Governor releases the May 2019 Budget Revision. The Fiscal Year 2018-19 Second Interim Report is due March 5, 2019.

#### *Governance Goal Update: Communication Plan:*

#### **d. Governance Goal Update: Communication Plan:**

Mrs. Hendricks provided the Board of Trustees with a copy of the Communication Plan as part of the 2018-2019 Governance Team Goals.

#### *Educational Services Update: Homework (Governance Goal):*

#### **e. Educational Services Update: Homework (Governance Goal):**

As part of the 2018-19 governance goals, staff provided the Board of Trustees with study results of research based information and materials supporting the most effective way to utilize homework, and the effect homework has on student success. Mrs. Wharff shared that homework should be purposeful, developmentally appropriate, and differentiated in order to be effective. She also shared that parents are encouraged to be supportive to their children, provide adequate space and supplies, and let them learn from their own mistakes. The purpose of homework is to determine if a child knows the concept and content of the material.

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### INFORMATION AND DISCUSSION Continued

***Education Services Update: Science Update (Governance Goal):***      **f. Educational Services Update: Science Update (Governance Goal):**

Mrs. Wharff shared a report on how more science learning opportunities have been encouraged and implemented throughout the district in K-5 classrooms. Data was collected through a survey given to district staff to establish a baseline for how much science instruction is currently occurring in the classrooms. Based on survey results, science is currently being taught three to five days per week and on average of thirty to sixty minutes on days of science instruction. Mrs. Wharff indicated that many teachers shared interest to participate on the science adoption teams. She expects the teams to consider the issues of technology, potential integration with our language arts program, and real world relevance for all grade levels.

***Educational Options Committee Update (Governance Goal):***      **g. Educational Options Committee Update (Governance Goal):**

Mrs. Mori provided information on the progress of the educational options Committee formed as part of the 2018-19 governance goals. Currently, the committee is still discussing and researching options for students have been expelled or are at risk for expulsion. The committee has met several times and plans to have one final meeting on January 23, 2019. Staff will be presenting more information and a recommendation with a few options at the next regular board meeting.

***Revised Job Description for Assistant Superintendent of Educational Services:***      **h. Revised Job Description for Assistant Superintendent of Educational Services:**

Mrs. Peterson shared the draft revised job description for the Assistant Superintendent of Educational Services. The last update to the job description was in 1995. The Board provided feedback and suggested the word innovate(s) be added to the text in the job description. Staff will be amending the job description to include the ability to innovate under personal qualities.

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### INFORMATION AND DISCUSSION Continued

***Technology Plan  
Update:  
Chromebooks  
(Governance  
Goal):***

**i. Technology Plan Update: Chromebooks (Governance Goal):**

As part of the 2018-19 governance goals, Mr. Patten provided a technology update on curriculum, professional development, infrastructure hardware, technical support, software and technology needs, funding and budget, and monitoring/evaluation. All 6<sup>th</sup> grade teachers have participated in professional development training led by Mr. Patten and Instructional Coaches. Registrars will be attending an Aeries master workshop training to review master scheduling tomorrow. The IT staff configured 950 chromebooks over the winter break so they would be ready for students when they returned in January. The technology department is currently in the 2018-19 E-Rate process and proposals from vendors will be due on January 17, 2019.

***Special Education  
Report Update:***

**j. Special Education Report Update:**

Mrs. Mori provided a Special Education dashboard with the past three years of information regarding the Special Education for the Sylvan Union School District. This information can also be found at the California Department of Education website.

***Second Reading  
Board Policy 0410:  
Nondiscrimination  
in District  
Programs and  
Activities:***

**k. Second Reading Board Policy 0410: Nondiscrimination in District Programs and Activities:**

The Board of Trustees conducted a second reading on Board Policy 0410: Nondiscrimination in District Programs and Activities.

***Second Reading  
Board Policy  
5145.3:  
Nondiscrimination/  
Harassment:***

**l. Second Reading Board Policy 5145.3: Nondiscrimination/Harassment:**

The Board of Trustees conducted a second reading on Board Policy 5145.3: Nondiscrimination/Harassment.

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

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

Mrs. Perez and Mrs. Hendricks asked the Board if they had any questions. No questions were asked at this time.

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### *Action Items:*

### **ACTION ITEMS**

#### ***Approve School Year Calendar for 2019-2020:***

- a. The motion was made by Mr. Rawe, seconded by Ms. Harvey, approving the 2019-2020 school year calendar.

**AYES:** Collins, Harvey, Lindsey, Miyakawa, Rawe

**NOES:** None

**ABSENT:** None

**ABSTENTIONS:** None

#### ***Approve Audit Report for the Year Ending June 30, 2018:***

- b. The motion was made by Mr. Rawe, seconded by Mrs. Lindsey, approving the Audit Report for the Year Ending June 30, 2018 as presented with the three year end findings with the Superintendent providing the outcome of the corrective action taken.

**AYES:** Collins, Harvey, Lindsey, Miyakawa, Rawe

**NOES:** None

**ABSENT:** None

**ABSTENTIONS:** None

#### ***Approve the Revised Classified Salary Schedule:***

- c. The motion was made by Mr. Rawe, seconded by Mrs. Miyakawa, approving the revisions to the Classified Salary Schedule effective January 1, 2019.

**AYES:** Collins, Harvey, Lindsey, Miyakawa, Rawe

**NOES:** None

**ABSENT:** None

**ABSTENTIONS:** None

#### ***Approve Bid and Contract for Boyer Construction for Sylvan Elementary School Window Replacement:***

- d. The motion was made by Mrs. Miyakawa, seconded by Ms. Harvey, approving to award the bid and contract with Boyer Construction for the Sylvan Elementary School Window Replacement in the amount of \$310,900 and an additional district contingency of 5% to be added to the project budget in the amount of \$15,545.

**AYES:** Collins, Harvey, Miyakawa, Rawe

**NOES:** Lindsey

**ABSENT:** None

**ABSTENTIONS:** None

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### ACTION ITEMS Continued

*Approve  
GATE/Honors  
Working Group  
Report:*

- e. The motion was made by Mrs. Miyakawa, seconded by Ms. Harvey, approving the GATE/Honors Working Group Report as presented.

**AYES:** Collins, Harvey, Lindsey, Miyakawa, Rawe

**NOES:** None

**ABSENT:** None

**ABSTENTIONS:** None

*Approve Updated  
Job Description for  
Assistant  
Superintendent of  
Educational  
Services:*

- f. The motion was made by Mrs. Miyakawa, seconded by Mrs. Lindsey, approving the revised job description for the Assistant Superintendent of Educational Services as amended.

**AYES:** Collins, Harvey, Lindsey, Miyakawa, Rawe

**NOES:** None

**ABSENT:** None

**ABSTENTIONS:** None

*Approve Service  
Agreement with  
SRP Psychological  
Services:*

- g. The motion was made by Mr. Rawe, seconded by Mrs. Miyakawa, approving the service agreement with SRP Psychological Services.

**AYES:** Collins, Harvey, Lindsey, Miyakawa, Rawe

**NOES:** None

**ABSENT:** None

**ABSTENTIONS:** None

*Adopt Revised  
Board Policy 0410:  
Nondiscrimination  
in District  
Programs and  
Activities:*

- h. The motion was made by Mrs. Miyakawa, seconded by Ms. Harvey, adopting the revisions to Board Policy 0410: Nondiscrimination in District Programs and Activities.

**AYES:** Collins, Harvey, Lindsey, Miyakawa

**NOES:** Rawe

**ABSENT:** None

**ABSTENTIONS:** None

*Adopt Revised  
Board Policy  
5145.3:  
Nondiscrimination*

- i. The motion was made by Mrs. Lindsey, seconded by Ms. Harvey, adopting the revisions to Board Policy 5145.3: Nondiscrimination/Harassment.



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### ACTION ITEMS Continued

*/Harassment::*

**AYES:** Collins, Harvey, Lindsey, Miyakawa

**NOES:** Rawe

**ABSENT:** None

**ABSTENTIONS:** None

*Adopt Resolution  
2018/2019 - #15:  
National School  
Counseling Week:*

- j. The motion was made by Mr. Rawe, seconded by Mrs. Lindsey, adopting Resolution 2018/2019 - #15: National School Counseling Week (February 4-8, 2019).

**AYES:** Collins, Harvey, Lindsey, Miyakawa, Rawe

**NOES:** None

**ABSENT:** None

**ABSTENTIONS:** None

*Expenditure of  
Construction  
Funds:*

- k. The motion was made by Mrs. Lindsey, seconded by Ms. Harvey, approving the Expenditure of Construction Funds for the Portables Certification, Ustach Project, Sylvan Roof, and Orchard HVAC Project.

**AYES:** Collins, Harvey, Lindsey, Miyakawa, Rawe

**NOES:** None

**ABSENT:** None

**ABSTENTIONS:** None

*Consent Agenda:*

**CONSENT AGENDA:** The motion was made by Mr. Rawe, seconded by Mrs. Miyakawa, approving the Consent Agenda.

- a. The Minutes from the December 11, 2018, Regular Board Meeting;
- b. The Ratification of the following Personnel Actions:

The employment of:

**Classified:**

Classified hired = 6

Classified resignation = 4

Classified change in assignment = 9

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### CONSENT AGENDA Continued

- c. The ratification of checks as listed;
- d. Approval 2017-2018 School Accountability Report Cards;
- e. Approving the renewal of the memorandum of understanding with Stanislaus County Office of Education, Child & Family Services Head Start;
- f. Approving the renewal of Modesto Chamber of Commerce Membership for 02/01/2019-01/31/2020;
- g. The ratification of the Employee Benefit Consulting Contract Amendment No. 1 with Keenan & Associates;
- h. The approval of the listed donations:
  - The donation of \$200.00 from Stanislaus Partners in Education to C.F. Brown Elementary School for attendance incentive prizes for students.
  - The donation of \$10.00 from YourCause Corporate Employee Giving Programs to Freedom Elementary School for student supplies and recognition.
  - The donation of \$2,066.44 from Shoob Photography to Freedom Elementary School for student supplies and recognition.
  - The donation of \$200.00 from Stanislaus Partners in Education to Mary Ann Sanders Elementary School for student supplies for Susan Wagner's classroom.
  - The donation of \$200.00 from Stanislaus Partners in Education to Mary Ann Sanders Elementary School for student supplies for Sarah Deaton's classroom.
  - The donation of \$200.00 from Stanislaus Partners in Education to Mary Ann Sanders Elementary School for student supplies for Shannon Birlew's classroom.

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### CONSENT ITEMS Continued

- The donation of \$200.00 from Stanislaus Partners in Education to Sylvan STEAM Academy for student supplies for Amber Leonetti's classroom.
- The donation of \$11,618.87 from Sylvan Elementary Parent Teacher Organization to Sylvan STEAM Academy for thirty-six (36) Dell Chromebooks and licenses.
- The donation of \$300.00 from Rickey Holcombe and Pacific Gas and Electric Company to Somerset Middle School for instructional materials, curriculum or interventions for students.

TOTAL VALUE: \$14,995.31

**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:

- Copy of the LCAP and First Interim Budget Report was placed at each board members desk.
- The Orchard Elementary School Governance Team Site Visit will be on Thursday, January 24, 2019, at 7:30 AM.
- The Employee Making A Difference (EMAD) event was yesterday at the Petersen Event Center. We recognized Janet Ralph and Brigid Olson. Brigid will be moving forward to the state level.

Upcoming Agenda items for the next Regular Board Meeting:

- Teacher of the Year/Administrator Recognition
- Resolution: Recognition of School Nurses

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### Superintendent's Report Continued

- Student Achievement Benchmarks Update
- BP/AR Interdistrict Transfer Requests
- BP/AR Intradistrict Transfer Requests
- BP/AR Extracurricular Activities

### *Board Reports:*

### BOARD REPORTS

*Ms. Harvey* wished staff a happy new year!

*Mrs. Miyakawa* acknowledged the EMAD employees. She had a wonderful time at the event and was glad she was able to attend. She thanked Didi Peterson, Lem Vergara, and Velma Beck for representing the district at the event in a positive way.

*Mr. Rawe* no report.

*Mrs. Lindsey* no report.

*Mr. Collins* no report.

Mr. Collins thanked everyone for attending the meeting.

### *Future Agenda Items:*

### FUTURE AGENDA ITEMS:

- Special Board Meeting: Budget Study Session: February 5, 2019 at 5:00 P.M.
- Special Board Meeting: Budget Study Session: February 12, 2019 at TBD.
- Next Regular Board Meeting: February 12, 2019 at 7:00 P.M.

### *Final Adjournment:*

The meeting was adjourned by Board President Mr. Collins at 9:33 p.m.

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**WITNESS:**

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Mr. Rawe, Vice President of the Board

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Date