

**CYPRESS SCHOOL DISTRICT**  
**REGULAR MEETING - BOARD OF TRUSTEES**  
February 14, 2019

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**MINUTES**

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**1. CALL TO ORDER**

President Lee called the meeting to order at 5:15 p.m. in the Board Room.

**1.1. Roll Call**

Board Present

Candi Kern

Sandra Lee

Brian Nakamura

Bonnie Peat

Lydia Sondhi, Ph.D.

Staff Present

Anne Silavs, Superintendent

Tim McLellan, Ed.D., Assistant Superintendent, Business Services

Tracy Mouren-Laurens, Administrative Director, Human Resources/Induction

Tandy Taylor, Director, Instructional Services

Scott Adams, Director, Student Support Services

Teresa Lennox, Director, Maintenance/Operations, Transportation, & Technology

Brenda Marquez-Flores, Director, Child Nutrition Services

David Jimenez, Fiscal Services Coordinator

Debra Parker, Executive Assistant to the Superintendent

**2. APPROVE AGENDA**

**Order #32 - Motion Passed:** Passed with a motion by Lydia Sondhi, Ph.D. and a second by Brian Nakamura.

Yes Candi Kern

Yes Sandra Lee

Yes Brian Nakamura

Yes Bonnie Peat

Yes Lydia Sondhi, Ph.D.

**3. PUBLIC COMMENTS - CLOSED SESSION**

None.

**4. RECESS TO CLOSED SESSION**

The Board recessed to Closed Session at 5:17 p.m.

**4.1. Confidential Student Matter: Expulsion (Education Code 35146, 48918)**

Also participating were Superintendent Anne Silavs and Scott Adams, Director, Student Support Services.

**4.2. Confidential Student Matter: Due Process (Education Code 35146)**

Also participating were Superintendent Anne Silavs and Scott Adams, Director, Student Support Services.

**4.3. Public Employee Performance Evaluation (Government Code 54957)**

Also participating were Superintendent Anne Silavs and consultants Paul Mercier and Alan Rasmussen of Education Support Services Group.

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

The Board reconvened to Open Session at 7:01 p.m.

**5.1. Closed Session Report**

President Lee reported that the Board received information regarding two confidential student matters and the Superintendent's mid-year evaluation. No action was taken.

**5.2. Pledge of Allegiance - Cub Scout Pack 735**

**6. SPECIAL ACTIVITIES**

**6.1. School Presentation: Margaret Landell Elementary School**

Students from Mr. Watanabe's sixth grade class shared group projects demonstrating their understanding of ancient Egyptian civilization, focusing on the complexities of the civilization and how the environment impacted their daily lives. In addition, members of the Landell Chamber Orchestra, led by Mr. Brian Gary, performed Ballet and the William Tell Overture.

**6.2. Recess to Dismiss Students**

The meeting was recessed at 7:35 p.m. to dismiss students and resumed at 7:40 p.m.

**6.3. Staff Presentation: Local Control and Accountability Plan Progress Report**

Tandy Taylor, Director of Instructional Services, provided the Board with an update on the district's Local Control and Accountability Plan (LCAP), including year-to-date progress toward LCAP goals and an overview of the services being provided to support English learners, low-income students, and foster youth.

**6.4. Staff Presentation: Multi-Tiered System of Support (MTSS)**

Scott Adams, Director of Student Support Services, and Ellen Murray, Teacher on Special Assignment-Behavior/Inclusion Specialist, provided an update on the district's participation in the California Scale-Up MTSS Statewide (SUMS) Initiative, including results of the recently performed LEA Assessment and site-based Fidelity Integrity Assessments, as well as areas of focus for the 2019/20 school year. MTSS is a comprehensive framework that aligns academic, behavioral, and social-emotional learning in a fully integrated system of support for the benefit of all students.

**7. PUBLIC COMMENTS**

ACT President Lynn Lindsay spoke regarding the importance of "sharing the love" during times of challenge and negativity.

**8. PUBLIC RECOGNITION**

Present were Lynn Lindsay, ACT President, and Vickie Ohlman, CSEA President.

## 9. APPROVE MINUTES

### 9.1. Regular Meeting - January 17, 2019

**Order #33 - Motion Passed:** Passed with a motion by Brian Nakamura and a second by Candi Kern.

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

### 9.2. Special Meeting - January 31, 2019

**Order #34 - Motion Passed:** Passed with a motion by Brian Nakamura and a second by Candi Kern.

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

## 10. CONSENT ITEMS

**Order #35 - Motion Passed:** Passed with a motion by Brian Nakamura and a second by Lydia Sondhi, Ph.D..

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

### 10.1. Approve Gifts to District

Approve acceptance of gifts received during the period of January 1-31, 2019.

### 10.2. Approve Grants Awarded to District

Approve acceptance of grants received during the period January 1-31, 2019.

### 10.3. Approve Nonpublic, Nonsectarian School/Agency Service Expenses

Approve the payment of nonpublic, nonsectarian school/agency anticipated expenses/invoices totaling \$7,200.00.

### 10.4. Approve Human Resources Report, Certificated

Approve Human Resources Report, Certificated, listing transactions occurring since the January 17, 2019, report.

### 10.5. Approve Human Resources Report, Classified

Approve Human Resources Report, Classified, listing transactions occurring since the January 17, 2019, report.

### 10.6. Approve Check Report

Approve Human Resources Report, Classified, listing transactions occurring since the January 17, 2019, report.

**10.7. Approve Purchase Order Report**

Approve the Purchase Order Report listing all purchase orders issued during the period of January 1-31, 2019.

**11. DISCUSSION/ACTION**

**11.1. Ratify Agreement With Orange County Department of Education for Introduction to Robotics Training for Vessels Staff**

**Order #36 - Motion Passed:** Ratify an agreement with the Orange County Department of Education for Introduction to Lego Robotics training for Vessels staff on December 13, 2018, at a not-to-exceed cost of \$375, which will be reimbursed by the Vessels PTA. Passed with a motion by Brian Nakamura and a second by Candi Kern.

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

**11.2. Approve Agreements with Thinking Maps for Teacher Professional Development**

**Order #37 - Motion Passed:** Approve agreements with Thinking Maps for teacher professional development during the 2019/20 school year at a cost of \$10,800. Passed with a motion by Lydia Sondhi, Ph.D. and a second by Brian Nakamura.

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

**11.3. Approve Low-Performing Students Block Grant Plan**

**Order #38 - Motion Passed:** Approve the Cypress School District Low-Performing Students Block Grant Plan for 2018/19. Passed with a motion by Brian Nakamura and a second by Bonnie Peat.

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

**11.4. Approve Agreement and Stipulation for Expulsion with Suspended Enforcement**

**Order #39 - Motion Passed:** Expel student #SS1819-01 for violation of Education Code sections 48900(a)(1) and 48915(a)(1)(B) and suspend enforcement of the expulsion pursuant to a stipulated agreement. Passed with a motion by Lydia Sondhi, Ph.D. and a second by Brian Nakamura.

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

**11.5. Approve Agreement with Autism Diagnostic and Intervention Connections, Inc., to Provide Special Education Evaluation Services**

**Order #40 - Motion Passed:** Approve an agreement with Autism Diagnostic and Intervention Connections, Inc., to provide special education evaluation services for student #SE1819-08 during the period February 14, 2019, through June 30, 2019, at a not-to-exceed cost of \$5,000. Passed with a motion by Lydia Sondhi, Ph.D. and a second by Brian Nakamura.

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

**11.6. Approve Agreement with Psychological & Educational Assessment Center for Student Threat/Clinical Assessment**

**Order #41 - Motion Passed:** Approve an agreement with Psychological & Educational Assessment Center to provide a clinical/threat assessment for student #SE1819-09 during the period February 14, 2019, through June 30, 2019, at a not-to-exceed cost of \$2,000. Passed with a motion by Candi Kern and a second by Brian Nakamura.

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

**11.7. Approve 2018/19 Comprehensive School Safety Plans**

**Order #42 - Motion Passed:** Approve the 2018/19 Comprehensive School Safety Plan for each school. Passed with a motion by Brian Nakamura and a second by Bonnie Peat.

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

**11.8. Approve Deductive Change Order No. One for 2018 Multiple Campus HVAC Project by M.P. South (CSUB #02a-2018/19)**

**Order #43 - Motion Passed:** Approve Deductive Change Order No. One, in the amount of \$31,479.41, for the 2018 Multiple Campus HVAC Project (CSUB #02a-2018/19) completed by M.P. South. Passed with a motion by Brian Nakamura and a second by Bonnie Peat.

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

**11.9. Approve Filing Notice of Completion for the 2018 Multiple Campus HVAC Project by M.P. South (CSUB #02a-2018/19)**

**Order #44 - Motion Passed:** Approve filing a Notice of Completion for the 2018 Multiple Campus HVAC Project (CSUB #02a-2018/19) by M.P. South at a cost of \$73,431.59. Passed with a motion by Brian Nakamura and a second by Bonnie Peat.

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

**11.10. Approve Filing Notice of Completion for the Landell Proposition 39 EEP3 Lighting Renovation Project, by M.P. South (CSUB #02b-2018/19)**

**Order #45 - Motion Passed:** Approve filing a Notice of Completion for the Landell Proposition 39 EEP3 Lighting Renovation Project (CSUB #02b-2018/19), by M.P. South at a cost of \$47,003.78. Passed with a motion by Brian Nakamura and a second by Candi Kern.

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

**11.11. Approve 2018/19 Update to the Facilities Master Plan**

**Order #46 - Motion Passed:** Approve the 2018/19 update to the Facilities Master Plan. 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 Bonnie Peat  
Yes Lydia Sondhi, Ph.D.

**11.12. Hold Public Hearing and Adopt Resolution No. 189-11 Authorizing Request for Waiver of the Surplus Property Competitive Bidding Procedures**

President Lee opened the public hearing at 8:54 p.m. There were no comments, and the hearing was closed at 8:54 p.m.

**Order #47 - Motion Passed:** Adopt Resolution No. 189-11 Authorizing Request for Waiver of the Surplus Property Competitive Bidding Procedures under Education Code Section 17466 et. seq. for the District Office Property. Passed with a motion by Brian Nakamura and a second by Lydia Sondhi, Ph.D..

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

**11.13. Adopt Resolution 189-09 on Board Compensation for Missed Meeting**

**Order #48 - Motion Passed:** Adopt Resolution No. 189-09, Resolution on Board Compensation for Missed Meeting, approving payment of the total monthly stipend to Trustee Lydia Sondhi for the month of January 2019. Passed with a motion by Candi Kern and a second by Brian Nakamura.

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

**11.14. Adopt Resolution 189-10 on Board Compensation for Missed Meeting**

**Order #49 - Motion Passed:** Adopt Resolution No. 189-10, Resolution on Board Compensation for Missed Meeting, approving payment of the total monthly stipend to Trustee Bonnie Peat for the month of January 2019. Passed with a motion by Brian Nakamura and a second by Candi Kern.

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

**11.15. Adopt Updated Board Policies, Administrative Regulations, and Board Bylaws**

**Order #50 - Motion Passed:** Adopt the updated Board Policies, Administrative Regulations, and Board Bylaws listed below effective February 14, 2019.

BP/AR 0420 School Plans/Site Councils  
BP/AR 0450 Comprehensive Safety Plan  
BP/AR 0460 Local Control and Accountability Plan  
AR 1220 Citizen Advisory Committees  
AR 3311.1 Uniform Public Construction Cost Accounting Procedures  
AR 3543 Transportation Safety and Emergencies  
AR 4200 Classified Personnel  
AR 5113 Absences and Excuses  
AR 5131.41 Use of Seclusion and Restraint  
BP/AR 5141.52 Suicide Prevention  
BP/AR 5144 Discipline  
BP/AR 5148.3 Preschool/Early Childhood Education  
BP 6170.1 Transitional Kindergarten  
AR 6173.2 Education of Children of Military Families  
AR 6183 Home and Hospital Instruction  
BB 9322 Agenda/Meeting Materials  
BB 9324 Minutes and Recordings

Passed with a motion by Lydia Sondhi, Ph.D. and a second by Brian Nakamura.

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

**12. INFORMATION/DISCUSSION**

**12.1. 2019/20 Budget Development: Calendar, Guidelines, Assumptions**

The Board received the 2019/20 budget planning calendar as well as preliminary guidelines and assumptions for the budget development process. The guidelines set the parameters and goals that drive formation of the budget, while the assumptions reflect information from the Governor's January budget proposal as well as internal and external factors affecting revenue and expenditure activity of the district.

**13. REQUESTS FROM THE BOARD**

None.

**14. ANNOUNCEMENTS AND REPORTS FROM THE BOARD**

Trustee Kern attended the State of the City Luncheon, where the district was well represented. She thanked the Landell team for their presentation tonight. She also thanked Lynn Lindsay for the reminder about stepping back and appreciating what we have. She wished everyone a happy Valentine's Day.

Trustee Peat acknowledged Tim McLellan for his presentation at the Facilities Master Plan Board Study Session. She found the information very useful as a new Board Member. She is looking forward to her first school visit to Landell tomorrow.

Trustee Nakamura attended the State of the City Luncheon and commented on how much he appreciated the address by Mayor Berry. He attended his first GASELPA meeting. Being the first meeting of the year, it dealt mainly with organizational topics.

Trustee Sondhi thanked Landell for their wonderful student presentation. She also thanked Tandy Taylor, Scott Adams, and Ellen Murray for their presentations. She looks forward to her upcoming school visits.

President Lee thanked the Landell Leopards for their presentation. She also thanked staff for their presentations. She attended the State of the City Luncheon. She thanked everyone who attended the meeting tonight.

**15. ANNOUNCEMENTS OR REQUESTS FROM THE SUPERINTENDENT**

Superintendent Silavs thanked the Landell staff for their wonderful student presentations and also district staff for their presentations. She is looking forward to joining Trustee Peat for her first school visit.

**16. ADJOURNMENT**

The meeting was adjourned at 9:08 p.m.

Respectfully Submitted,

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Anne Silavs, Superintendent

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Brian Nakamura, Clerk