

RAVENSWOOD CITY SCHOOL DISTRICT

BOARD OF TRUSTEES

REGULAR BOARD MEETING

Board Meeting Room
2120 Euclid Avenue
East Palo Alto, CA 94303

Board Members:

Ana Maria Pulido, President
Sharifa Wilson, Vice President
Marcelino López, Clerk
Marielena Gaona-Mendoza, Member
Dr. Charlie M. Knight, Member

Draft MINUTES November 15, 2018

1. **CALL TO ORDER/ROLL CALL.**

Vice President Wilson called the meeting to order at 6:33 p.m. Trustees Wilson, López, Knight and Gaona Mendoza were present. President Pulido arrived after Closed Session at 7:15 p.m.

2. **APPROVAL OF AGENDA.**

MSC (Knight/López) to approve the agenda with the following changes: Trustee Gaona Mendoza asked the Board to pull the following items from the Consent Agenda for comments: 10.A, 10.B.6, 10.B.8, 10.B.9-12, and 10.D. Item 7.B was pulled from the Superintendent's Office because Mr. Duarte was sick. Motion carried unanimously.

The Board adjourned into Closed Session at 6:31 p.m. Open Session reconvened at 7:15 p.m.

3/4 **REPORT OF ACTION TAKEN IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957.1**

President Pulido welcomed everyone in the audience and asked Trustee Wilson to report the changes to the Agenda and action taken in Closed Session because she was absent for that portion. Trustee Wilson reported that the Agenda was approved with the following changes: Trustee Gaona Mendoza asked the Board to pull the following items from the Consent Agenda for comments: 10.A, 10.B.6, 10.B.8, 10.B.9-12, and 10.D. Item 7.B was pulled from the Superintendent's Office because Mr. Duarte was sick.

A. **PUBLIC EMPLOYEE EMPLOYMENT**

Vice President Wilson reported that Items 3.A.1 through 3.A.8 and 3.A.11 were approved unanimously (4-0). Items 3.A.9 and 3.A.10 were approved by a 3-1 vote. Trustees Wilson, López and Knight, Yes. Trustee Gaona Mendoza, No.

1. Probationary Classified Employment of Nikki Brewer, Paraeducator, effective October 19, 2018.
2. Probationary Classified Employment of Isabel Lozano Blanco, Paraeducator, effective October 29, 2018.
3. Probationary Classified Employment of Aylin Perez, Yard Duty, effective October 23, 2018.
4. Probationary Certificated Employment of Julia Gauci, Teacher, effective October 24, 2018.
5. Probationary Classified Employment of Alexandra Perez Garcia, Bilingual School Clerk, effective October 31, 2018.

6. Probationary Certificated Employment of Norma Jacquez, Teacher, effective November 1, 2018.
7. Probationary Certificated Employment of Charles Dietz, Teacher, effective November 5, 2018.
8. Probationary Classified Employment of Jasmine Timoteo, After School Program Class Leader, effective October 24, 2018.
9. Probationary Certificated Emergency Permit Employment of Nicholas Fogel, Teacher, effective November 13, 2018.
10. Probationary Certificated Emergency Permit Employment of Lindsey Solenberger, Teacher, effective November 13, 2018.
11. Probationary Certificated Employment of Bruce Baker, Teacher, effective November 13, 2018.

B. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE.

Vice President Wilson indicated that the Board received a report on Items 3.B.1 through 3.B.4.

1. Notice of Family Medical Leave Act concurrent with California Family Rights Act Leave for Toni Stone, Human Resources Director, effective November 16, 2018 through November 30, 2018.
2. Notice of accepted resignation of Daniel Hutchinson, Teacher at Ravenswood Middle School, effective November 16, 2018.
3. Notice of accepted resignation of Olga Valadez, Confidential Secretary to Curriculum & Instruction, effective November 30, 2018.
4. Notice of Parental Leave concurrent with Family Medical Leave Act & California Family Rights Act Leave for Todd Gaviglio, Teacher at Ravenswood Middle School, effective November 5, 2018 through November 16, 2018.

C. CONFERENCE WITH LABOR NEGOTIATOR

Vice President Wilson indicated that the Board received a report on Item 3.C.1.

1. District Negotiator: Dr. Gloria M. Hernández-Goff and appropriate staff member
Employee Organization: RTA-CSEA
Unrepresented Parties (Management/Confidential)

D. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54956.9

Vice President Wilson reported that the Board denied Item 3.D.1 by a 3-1 vote. Trustees Wilson, López and Knight, Yes. Trustee Gaona Mendoza, No.

1. Conference With Legal Counsel, Significant exposure to litigation, pursuant to Government Code section 54556.9(d)(2) and (e)(3)
1 Potential Case: The District has received a claim pursuant to the Government Claims Act on behalf of Todd Gaviglio.

E. Vice President Wilson reported that Item 3.E was approved unanimously (4-0) until the end of the school year.

Appeal of a denial of request for Inter-District Transfer: one student.

5. APPROVAL OF MINUTES

- A. Consideration to approve the Minutes for the October 11, 2018 Regular Board Meeting. **The Board tabled this Item because the majority of the Board Members did not receive the minutes in their packets.**
- B. MSC (Wilson/Knight) to approve the Minutes for the October 25, 2018 Regular Board Meeting with a request from Trustee Gaona Mendoza to add under Item 10.B Board Reports/Communications, on page 5, second paragraph: every time we get letters like these, not just during elections. Motion carried unanimously (5-0).

6. FROM THE FLOOR.

- A. Rubén Abrica, Community Member, congratulated the three elected people for the Board. He thanked Dr. Knight and Mr. Marcelino López for their years of service. He indicated that the voters have spoken and put in new people. Mr. Abrica presented to the Board a letter from a group in the community who would keep track of what the school district does, and it does not matter who is elected. Mr. Abrica

hopes that this year would be a better year for the District and the children's education would be put first.

- B. Olga Valadez, RCSD staff member, informed the Board that due to personal family matters, she is resigning after 28 years of working in the Ravenswood City School District. Her last day would be November 30, 2018. She stated that she worked in several positions including Confidential Secretary to the Assistant Superintendent, Confidential Secretary to the Associate Superintendent, Confidential Secretary to the CBO, and Confidential Secretary to the Superintendent. She is grateful to be part of the Ravenswood Family and thanked everyone for helping her to create a wonderful work environment at Ravenswood. She thanked the Board for all they do for the children and families of the Ravenswood City School District.

The Board thanked Ms. Valadez for her 28 years of service and commitment to the Ravenswood City School District families and students and indicated that she will be missed.

7. **SUPERINTENDENT'S OFFICE**

- A. Dr. Hernandez-Goff provided a report on the following:

(1) RMS Track and Field partnership with a philanthropist. On October 29, Dr. Hernández-Goff, Steve Eichman, Lorena Morales Ellis, and Norin Bruno, TELACU Construction Manager, met with the Director of Athletic Activities Steve Kryger and Head Track and Field Coach, Alan Perry at Menlo-Atherton to discuss their track and field program and how it integrates with their P.E. classes as well as after school activities. Dr. Hernández-Goff thanked M.A. Principal Simone Rick-Kennel for arranging the meeting.

(2) Instructional Rounds: On November 6, the team completed the first cycle of instructional rounds at all of the schools. During the Instructional Leadership Meeting this week, they discussed how they will take instructional rounds to the next level.

(3) The Williams Compliance Team met with Jesus Contreras, SMCOE Compliance, Accountability and Results Coordinator, to debrief on the 2017-18 annual report. Dr. Hernández-Goff indicated that the Board will receive the results of that report at a presentation this evening.

(4) Dr. Hernández-Goff reported that on November 5th, she had a full day meeting with Tasha Morgridge from the TOSA Foundation. Dr. Hernández-Goff noted that Ms. Morgridge has been a funder of the Reading Recovery Program for almost three decades. Ms. Morgridge has confidence in the RCSD programs and the direction they are taking. The good news is that she committed to fund the program for this year and next, and she asked the District to develop a plan for other possibilities besides the Reading Recovery Program after that time.

(5) Recognition of Departing Board Members: The Board and Superintendent acknowledged Trustees Charlie M. Knight and Marcelino López and thanked them for their service and commitment to the children and families of the Ravenswood City School District. Dr. Hernández-Goff noted that Trustee López has served as a Member of the Board for 16 years and Dr. Charlie M. Knight for 4 years. Dr. Hernández-Goff provided a list of the District's accomplishments under the direction of the Board that included: (a) Passing of 2 Bond Measures within two years by an enormous margin which demonstrates a vote of confidence from the community in what the District is doing. (b) Parcel Tax that passed in June. (c) Many changes in the Instructional Program; d) Development and Launch of the Ravenswood Middle School; e) RCSD was the first district to have Makerspaces in every school, and it was a model in the County on STEM. President Pulido indicated that they have been working with Trustee Knight for the last four years and Trustee López has been here for 16 years. His commitment comes from believing in the students and believing in this community. He never gave up on our possibilities, and he always advocated for progress. He has also been committed to Parent engagement, truancy, and RSIP (a great accomplishment). The Board presented them an award in recognition of their service to Ravenswood.

Trustees Knight and López thanked the Board, Superintendent, community and staff for its support. They thanked the Board for the awards and kind words and shared some of their accomplishments during their years of service to the children and community of the Ravenswood City School District.

- B. 2018-2019 Williams Annual Report. Dr. Hernández-Goff provided the report that presents the results of the SMCOE Williams validation visit to the Williams monitored schools in the Ravenswood City School District. Dr. Hernández-Goff noted that as per her letter dated June 29, 2018, to SMCOE Superintendent Dr. Anne Campbell, the SMCOE Team validated the closure of the Green Oaks Academy and the closure of the McNair Intermediate School. Ms. Morales-Ellis reported on the instructional materials and Mr. Eichman reported on the Facilities. He indicated that all the issues were fixed on the dates on the report. Dr. Hernández-Goff informed the Board that after the follow-up, Williams validation visit conducted on October 11, 2018, the SMCOE Williams Validation Team found the RCSD monitored schools to be in compliance with the instructional materials, School Accountability Report Card (SARC), facilities and teacher misassignment and teacher vacancy mandates of the Williams Settlement and Legislation.

8. EDUCATIONAL SERVICES

- A. Ms. Lorena Morales Ellis introduced the Silicon Valley Youth President and Vice President, who provided a PowerPoint presentation about the outstanding work they have done for the Ravenswood students in the last five years and background information about the Silicon Valley Youth. Ms. Morales pointed out that these students not only come to teach our students but they also raise money for the RCSD teaching advanced classes to students in Cupertino, Palo Alto and Saratoga. Over the last three years, they raised \$70,000 for the District. They call their team to present to the Board a check in the amount of \$10,000 for the Music Program at RMS. Dr. Hernández-Goff acknowledged this group of students devoted to the RCSD for 5 semesters. Dr. Hernández-Goff and the Board of Trustees presented them a Certificate in appreciation for their commitment, hard work and dedication to the RCSD students and community. The Board thanked their parents for supporting their students and bringing them tonight.

MSC (Wilson/López) to approve a Donation of \$10,000 for the RMS Music Program from the Silicon Valley Youth. Motion carried unanimously.

- B. LCAP Indicators Presentation. Ms. Lorena Morales Ellis introduced Ms. Gina Sudaria, Director of Student Services, and Ms. Laura Carlone, Director of Special Education, and indicated that Mr. Eric Edwards was going to present on behalf of Ms. Lara Burenin, Director of Curriculum and instruction who is sick. They provided a PowerPoint and answered questions on the LCAP Local Indicators. **11 Indicators to measure performance.** Six State Indicators that are reported through state level data CAASPP, attendance, EL reclassification and suspensions and five Local Indicators. Mr. Edwards indicated that the report is focused on the five local indicators: **Priority 1 Basic Conditions:** Appropriately Assigned Teachers; Access to Curriculum-Aligned instructional materials; Safe, Clean and Functional School Facilities. **Priority 2 Implementation of Academic Standards:** Professional Learning; Instructional Materials; Supporting staff to identify areas for improvement; Background information. Ms. Sudaria reported on **Priority 3 Parent Involvement** –The Standard: The District annually measures its progress in: Seeking input from parents in decision making; and Promoting parental participation in programs. Parent Survey, Response to the results for continuous improvement: Continue positive practices of informing parents and welcoming them on school sites, Elicit feedback from a broader group of parents. Mr. Edwards reported on **Priority 6: School Climate:** Administers a local climate survey at least every other year that provides a valid measure of perceptions of school safety and connectedness and Administers the survey to student in at least one grade within the grade span(s) that the District serves; Staff Survey: Some staff shared the survey did not allow them to accurately express the support they felt from their site, and not from the district. Some staff did not want to answer the survey because they did not feel it was anonymous enough. Response to the results for continuous improvement: Determine how to better communicate the district vision to all. Practice data-based decision making with proper advanced timelines and input from stakeholders. **Priority 7: Access to a Broad Course of Study:** Annually measure progress in the extent to which students have ACCESS to, and are enrolled in, a broad course of study that includes the adopted courses of study. Nico Janik

reported on Step 2: Summarize the Results. Erin Gonce reported on Step 3: Barriers to Access - Across All Students: External to and Within School: Racism, Capitalism, Lack of Societal Empathy, Gentrification, Poverty, Trauma, Parent Education Level, Staffing – retention, turnover, Uneven training via in-depth multi-year PD and coaching. Step 4: revisions, decisions, or new actions will we implement to ensure a broad course of study. Eric Edwards reported on the CA Dashboard & LCAP Indicators Timeline. November 16th: The Local Indicator Data will be uploaded to the CA Dashboard by district staff. Early December: The CA Dashboard will be updated to the public to include 2018 CAASPP results and Local Indicator Data.

- C. Special Education Update. Ms. Laura Carlone, Director of Special Education, provided a PowerPoint presentation and answered questions regarding the RCSD Integrated Services. The presentation included: IS Staff, Service Delivery: Students with disabilities by school, Academic Areas and Minutes Owed from August to October. Ms. Carlone attributes the minutes owed to para-educators absenteeism, hard to find substitutes, limit resources. Trustee Gaona Mendoza indicated that it is against the law to owe all those minutes to the students. Trustees Wilson and Pulido indicated that they need to come up with a plan to ensure that we can provide the services that the Special Education students need. Trustee Wilson indicated that the Board will start looking at the Budget in January. There will be several meetings to discuss the budget and hopes that everyone comes to the table prepared to come up with solutions because part of the Board's responsibility is to develop solutions.

9. **BUSINESS DEPARTMENT**

- A. Mr. Eichman informed the Board that Ravenswood City School District is in need of an upgrade to the current phone system applications. The current phone system was announced End of Life by the manufacturer in 2010 and has been unsupported since 2015. The goals for this project include: Upgrade of phone system applications to supported version. Migration of phone system applications to supported hardware. Migration of dial tone to cost effective SIP trunk. Mr. Solomon Hill provided a presentation and answered questions regarding the need of the new phone system.

MSC (Wilson/Knight) to approve the Development Group, Inc.'s (DGI) California Multiple Award Schedule (CMAS) Contract for Upgrade of the Current Phone System. Motion carried unanimously.

- B. Mr. Eichman informed the Board that The Alto International School is requesting an Amendment to the current lease to include the addition of two (2) portables adjacent to the former Menlo Oaks site that are not used by the District. The cost to Alto International School to lease these two (2) additional portables would be approximately \$60,480 per year to be adjusted annually per the original lease. The start of the lease of these two (2) portables would begin on December 1, 2018 and be for the length of the current lease agreement.

MSC (Knight/López) to approve the Second Amendment to the Current Lease Agreement with Alto International School. Motion carried unanimously.

- C. Mr. Eichman informed the Board that the scope of the McNair School Project began on July 2, 2018. The original scope of work included the removal and replacement of four classrooms, the addition of a bathroom module to include four individual facilities, installation of a new kindergarten playground and an upper elementary grade playground, the reconfiguration of the parking lot and drop off areas and slurry- coating of the existing basketball courts and play yard. The seven (7) change orders reflect these critical and necessary changes. These change orders were recommended by the Architect of Record and Telacu and were reviewed by the District before the work was performed.

MSC (Wilson/Pulido) to approve Seven (7) Change Orders with Lewis & Tibbitts, Inc. for the McNair School Project. Motion carried by a 4-1 vote. Trustees Pulido, Wilson, López and Knight, Yes. Trustee Gaona Mendoza No.

- D. Mr. Eichman informed the Board that on September 27, 2018 the Board of Trustees approved the Measure H & S bond funds priorities. The establishment of these priorities provides a plan to improve the District's facilities and improve the safety of students and staff. On October 25, 2018 the Board approved the issuance of an RFP for Civil Site Surveys. Subsequent to that approval bid requests were sent to three (3) firms requesting proposals to perform the Civil Site Surveys. Two (2) companies, BKF and Hobach, responded and one (1) company did not respond. He included the bid requests, proposals received, and the bid evaluation summary in the attachments to this Agenda item. BKF was the lowest bid for the Aerial and Ground Surveys for each of the sites. In addition, Hobach didn't provide the District with the earliest date to start, duration, or end date for the Surveying work at each site as requested in the bid request.

MSC (Wilson/López) to Approve the Issuance of a Contract to BKF to Perform Civil Site Surveys at Specific District Sites. Motion carried unanimously.

- E. Mr. Eichman informed the Board that the District is moving forward with projects at the Flood, RMS, and Aspire site. The District must comply with the California Environmental Quality Act (CEQA) when it undertakes an activity identified as a project. A project is an activity undertaken by a public agency or a private activity which must receive some discretionary approval (meaning that the agency has the authority to deny the requested permit or approval) from a government agency which may cause either a direct physical change in the environment or a reasonably foreseeable indirect change in the environment. CEQA is a statute that requires state and local agencies to identify the significant environmental impacts of their actions and to avoid or mitigate those impacts, if feasible. CEQA applies to certain activities of state and local public agencies. A public agency must comply with CEQA when it undertakes an activity defined by CEQA as a "project."

MSC (Knight/López) to Approve the Issuance of a Request for Proposals (RFP) for California Environmental Quality Act (CEQA) Consultants for RMS, Flood, and Aspire Sites. Motion carried unanimously.

The following individuals addressed the Board regarding the Voler Strategic Advisors Contract. They indicated that the current contract will expire in June and the Board does not need to act on it now. They also noted that this contract is for 3 years and does not have a termination clause. They asked the Board to deny it:

1. Nicole Sullivan, RCSD Teacher
2. Karla Facundo, Parent
3. Rubén Abrica, Community Member,
4. José Ibarra, RCSD Teacher
5. Elvira Macias, Community Member

President Pulido clarified that the contract is not for three years, it is for two years and indicated that the Board has approved many contracts before they expire. She pointed out that she has heard the need of communication in the community and that is the basis for continuing this contract. Trustee López indicated that he supports this contract because the parents need the communication. Trustee Gaona Mendoza indicated that she has a problem renewing this contract because it will expire in June 17, and people believe that the Board is trying to approve it before the new Members come. She thinks that the Board should wait to act on this contract until the new members come. Trustee Gaona Mendoza stated that the District needs that money for the students and staff.

10. **CONSENT AGENDA.**

MSC (Wilson/López) to approve the Consent Agenda minus the items that were pulled. Motion carried unanimously.

- B. Consideration to Approve the Following Contracts: 1)Ravenswood Family Health Center, 2)Palo Alto Music Connection, 3)Therapia Staffing, 4)GirlStart, 5)County of San Mateo, 7)Youth Community Service, 13)Welldom, Inc., 14)Voler Strategic Advisors
- C. Consideration to Approve Out of State Conference for Music Teacher

E. Consideration to Accept a \$25,000 Grant from the Big Lift Collaborative

After the approval of the Consent Agenda, Trustee Gaona Mendoza stated that she thought that Item 10.B.14 Contract with Voler Strategic Advisors was pulled from the Consent Agenda when she voted yes. Trustee Gaona thinks that President Pulido got her confused by rushing her to make the decision. She wants to make clear that all the time, her intention was to vote "NO" to the Voler Strategic Advisors Contract.

Trustee Gaona Mendoza pulled the following items from the Consent Agenda before approval of the Agenda for comments:

10.A Consideration to approve Payments to Vendors, October 1 to 31, 2018. Trustee Gaona Mendoza raised a concern about the amount of attorney bills, contractors for teachers and aides, and a contract for Lewis & Tibbitts.

MSC (Wilson/López) to approve Item 10.A. Trustees Pulido, Wilson, López and Knight, Yes. Trustee Gaona Mendoza, No. Motion carried (4-1).

10.B.6 Contract with SUHSD. Trustee Gaona Mendoza raised a concern about a possible Conflict of Interest for Trustee Pulido because she works for SUHSD. County Counsel Deputy Rosendo Padilla stated that since this contract does not directly impact her position/no financial benefit, Trustee Pulido can vote on it. At a request of Trustee Gaona Mendoza, Dr. Hernández-Goff indicated that the contract is for 11 teachers.

MSC (Pulido/Wilson) to approve Item 10.B.6. Motion carried unanimously.

10.B.8 Contract with Lewis & Tibbitts. Trustee Gaona Mendoza raised a concern about a possible Conflict of Interest for Trustees Pulido, Knight and López because they benefited from a donation for their campaign.

10.B.9-12 Three Contracts with SVA Architects. Trustee Gaona Mendoza raised a concern about a possible Conflict of Interest for Trustees Pulido, Knight and López because they benefited from a donation for their campaign.

MSC (Pulido/Wilson) to approve Item 10.B.8 and 10.B.9-12. Trustees Pulido, Wilson, López and Knight, Yes. Trustee Gaona Mendoza, No. Motion carried (4-1).

10.D Extension of Two Short-Term AV Technician positions. Trustee Gaona Mendoza indicated that she opposes this extension because the Board approved the positions for the short-term, and she believes that the District has enough technology staff now, and due to the financial crisis, the district needs to use the money for para-educators, so the special education students can get their required minutes.

MSC (Wilson/López) to approve Item 10.D. Extension of Two Short-Term AV Technician positions. Trustees Pulido, Wilson, López and Knight, Yes. Trustee Gaona Mendoza, No. Motion carried (4-1).

11. BOARD OF TRUSTEES

A. Consideration to approve Resolution 1253 – Board Members Excused Absences. **All Board Members were present.**

B. AR 3311.2(a) Board Policy Revision for First Reading. Mr. Eichman informed the Board that he Lease-Leaseback statute requires that the District's Board adopt "procedures and guidelines" for Leaseback procurements. The District will also use contractors and certain subcontractors that have been prequalified by the District and Telacu. The District must have this AR approved before the awarding of a Lease-Leaseback contract. It is presented to the Board for first reading and will come back for action on December 13, 2018.

C. Board Reports/Communications.

Trustee Knight indicated that it has been a pleasure and a privilege to work with the RCSD Board of Education and its citizens. When she first joined the Board, the RCSD did not look like it does now. She is delighted that the citizens of this community encouraged the voters and delighted that the persons who are making decisions care about how they present themselves. She is happy to leave the Board with people who would continue that philosophy.

Trustee López reported that on November 5th, he attended the County Committee for School Districts Organization Meeting. He noted that the new SMCOE Superintendent is Nancy Magee. He approached her regarding a petition at Belle Haven to move out of RCSD, she told him that no one has approached her about it. She said that she will be open and ready to help any time that the RCSD needs her. Trustee López reminded the Board that when the Palo Alto Airport closed, the District had 6 acres, and when they moved the San Francisquito Creek, they took some land. Trustee López thanked everyone who supported them in the campaign. Some parents were putting signs in the community. He wished the Board the best and hopes that the new Members come to work for the District. He leaves with the pleasure of having serving the students for 16 years. He will be traveling and visiting family members. He noted that the community supported them by approving the Bonds and Parcel Tax with a large margin of votes, and he is very happy that the District was able to exit the RSIP with the help of all the RCSD staff. He encouraged everyone to continue working together. Trustee López reaffirmed that he did not ask for money for his campaign.

The Board thanked them both for their public service and years of commitment.

C. President Pulido reported that the next Regular Board Meeting will be held on December 13, 2018.

II. ADJOURNMENT

There being no further business to come before the Board, President Pulido adjourned the Meeting at 10:12 p.m.

March 14, 2019
Date of Approval

Clerk's Signature

/nm