

SONORA UNION HIGH SCHOOL DISTRICT
Minutes for a Regular Board of Trustees Meeting
September 06, 2016 **Tuesday, 6:00 PM**
Sonora Union High School District, Conference Room FL-1,
100 School Street, Sonora, CA 95370

Members Present: Katryn Weston, Clerk & Acting President
 Jeanie Smith
 Rob Lyons
 Jeff Norstrom
 Jackson Bouchard, Acting Student Representative

Members Absent: Kathy Ankrom, President
 Levi Houghton, Student Representative

Also present were Superintendent Patrick Chabot, Chief Business Official Kim Burr, Recording Secretary Cindy Costello, SHS Principal Ben Howell, Alt Ed Principal Roy Morlan, SUHSD staff and members of the public.

1. OPENING BUSINESS

1.A. Call to Order and Establishment of Quorum

- Establishing a quorum, Katryn Weston called the meeting to order at 6:00 pm.

1.B. Pledge of Allegiance

- Katryn Weston led the Pledge of Allegiance.

1.C. Adopt Agenda as Presented/Amended

- ✓ Motion by Rob Lyons, second by Jeff Norstrom to approve the agenda as presented.
- ✓ Vote: Ayes: 4 (Katryn Weston, Jeanie Smith, Rob Lyons, Jeff Norstrom)
 Noes: 0
 Abstain: 0
 Absent: 1 (Kathy Ankrom)

2. PUBLIC COMMENT PERIOD

Members of the public are welcome to address the board at this time regarding items that are not on the agenda. Under the Brown Act, the board is not allowed to discuss items that are not on the agenda, but members listen carefully, and may ask questions for clarity. Public comments are limited to five minutes per person as well as a cumulative time of twenty minutes for any one topic.

- Stacy Ingalls gave an update on the progress of the proposed Ag Barn.
- Stacy Meyers thanked the Board for bringing a counselor to the Cassina campus.
- Jackson Bouchard attended the meeting in place of the Student Representative and gave an update on the beginning of school from a student's perspective.

3. COMMUNICATIONS

3.A. Presentation(s)

3.A.A. Introduction of New Staff - Ben Howell & Roy Morlan

- Mr. Howell and Roy Morlan introduced the new staff joining SUHSD for the 2016/17 school year.

3.A.B. Report on the Opening of School - Roy Morlan

- Mr. Morlan reported the attendance and occurrences during the first two weeks of school at the Alt Ed campus.

3.A.C. Report on the Opening of School - Ben Howell

- Mr. Howell reported on curriculum and attendance for the first two weeks of school at the Sonora High School Campus.
- There was no Public Comment.

3.B. Information Items

3.B.A. CSEA Communication

- There was no CSEA Communication.

3.B.B. Federation of Teachers Communication

- There was no Federation of Teachers Communication.

3.B.C. Summer Maintenance Report - Pat Chabot

- Mr. Chabot explained the maintenance work completed during the summer.

3.B.D. 2015/16 LEA Plan Update -Evidence of Progress, End-of-Year Report – Pat Chabot

Under the No Child Left Behind federal legislation, all school districts are required to annually update their LEA Plan that describes the educational services for all students that can be used to guide implementation of federal and state funded programs. The duration of the initial plan was five years (July 1, 2003 through June 30, 2008). The Local Education Agency Plan is a prerequisite for a district to receive federal funding.

2015 16 LEA Plan Update, Evidence of Progress, End of Year Report

- Mr. Chabot explained the LEA Plan Update.

3.B.E. Superintendent Communication

- Mr. Chabot shared that he is in communication with Condor regarding the testing done for the pool building piles.

3.B.F. Board of Trustees Communication

- Dr. Lyons thanked Mr. Chabot for all of his work involved in the fire alarm system.
- There was no Public Comment.

3.C. Discussion Items

3.C.A. School Construction Projects - Pat Chabot

- Mr. Chabot gave an update on the construction projects.

3.C.B. SAT Workshop

SAT skills can be learned at Khan Academy

<https://www.khanacademy.org/test-prep/sat>

- It was discussed that Khan Academy and another program already used in the Library offer online SAT practice tests. These tools could also be offered to Alt Ed students.

3.C.C. Suggestions for Future Agenda Items

- An Ag Barn update was suggested to be added to the next meeting.
- There was no Public Comment

4. CONSENT AGENDA

4.A. Approve the Minutes for the Regular Board Meeting Held on August 16, 2016

[08 16 16 Minutes](#)

4.B. Accept Donation(s) Listed Below

\$1,500 from Jack and Willa Peay for the girls' golf team.

4.C. Approve Fund Transfer(s) Listed Below

\$15,000 from the Economic Uncertainties Fund (17) to the Developer Fee Fund (25) for Cash Flow in the Developer Fees Fund - Aug 2016

4.D. Approve Renewal of Agreement for 2016/17 Smile Keepers Services

[2016 17 Smile Keepers](#)

- ✓ Motion by Jeanie Smith, second by Jeff Norstrom to approve the Consent Agenda as presented.

- ✓ Vote: Student Representative: Yes
Ayes: 4 (Katrjn Weston, Jeanie Smith, Rob Lyons, Jeff Norstrom)
Noes: 0
Abstain: 0
Absent: 1 (Kathy Ankrom)

5. ACTION ITEMS

5.A. Accept and Certify the 2015/16 Unaudited Actuals

The 2015/16 Unaudited Actuals are presented for certification by the Board. These reports show the actual revenues received and expenses incurred in 2015/16. The reports will be audited by Vavrinek, Trine, Day & Company, and an audit report will be submitted to the Board at a later date.

1 Overview of 2015-16

1.2 LCFE CALCULATOR

2.1 General Fund - Revenues

2.2 General Fund - Expenses

2.3 General Fund - All Reporting Periods

2.4 General Fund - Unrestricted and Restricted

3 Other Funds Unaudited Actuals Summary

4 All Funds Summary - Actuals and July Budget

- ✓ Motion by Rob Lyons, second by Jeanie Smith to approve the 2015/16 Unaudited Actuals as presented.
- ✓ Vote: Student Representative: Yes
Ayes: 4 (Katrjn Weston, Jeanie Smith, Rob Lyons, Jeff Norstrom)
Noes: 0
Abstain: 0
Absent: 1 (Kathy Ankrom)

5.B. Approve Quote for Fire Alarm System Installation

Resolution 2015/16-15 Emergency Waiver - Fire Alarm Systems, was Board approved December 8, 2015, and expressed the district's urgent need to upgrade our fire alarm system. DSA has given their approval to move forward. Quotes have been received and the district recommends awarding the following quote:

Name: Patrias Electrical

City: Turlock, CA

Amount: \$492,807

Possible Contingency: \$100,000

Fire Chief Aimee New will be present to answer any questions.

The district recommends discussing the financing of the fire alarm system during this action item.

Fire Alarm System Bids

09-2016 Facility Projects Fund Balances, Updates

4 All Funds Summary - Actuals and July Budget

2015-16-15 Emergency Waiver - Fire Alarm Systems-signed

- ✓ Motion by Rob Lyons, second by Jeff Norstrom to approve the fire alarm system bid as presented with additional funding decisions made at a later date.
- ✓ Withdrawal of motion by Rob Lyons.
- ✓ Motion by Jeanie Smith, second by Katryn Weston to table this item in order to find out SUHSD legal responsibilities, and then move forward from there.
- ✓ Vote: Student Representative: Yes to final motion
Ayes: 3 (Katryn Weston, Jeanie Smith, Jeff Norstrom)
Noes: 1 (Rob Lyons)
Abstain: 0
Absent: 1 (Kathy Ankrom)

5.C. Approve Resolution 2016/17-04 Re-Designate Funds in Special Reserve for Capital Outlay

Re-designating the specified funds will allow the SUHSD to execute installation of the fire alarm system.

2016/17-04 Redesignate Funds in Special Reserve for Capital Outlay

- ✓ Motion by Katryn Weston, second by Jeanie Smith to table this item until more information is available regarding the legal responsibilities of SUHSD for the fire alarm system.
- ✓ Vote: Student Representative : Yes
Ayes: 4 (Katryn Weston, Jeanie Smith, Rob Lyons, Jeff Norstrom)
Noes: 0
Abstain: 0
Absent: 1 (Kathy Ankrom)

5.D. Adopt Resolution 2016/17-05 GANN Limit with Increase to Limit

Proposition 4, commonly called the GANN Amendment, requires public entities including school districts to establish each year that the actual appropriation in the prior year's budget and the estimated appropriation in the current year's budget do not exceed the limitations imposed by Proposition 4. It is required that the Board establishes a GANN Limit each year.

2016/17-05 Resolution GANN Limit Resolution -with increase

2015-16 Unaudited Actuals - GANN Limit - with Increase

2016 Fiscal Report - GANN Limit Information

- ✓ Motion by Rob Lyons, second by Jeff Norstrom to adopt this resolution as presented.
- ✓ Vote: Student Representative : Yes
Ayes: 4 (Katryn Weston, Jeanie Smith, Rob Lyons, Jeff Norstrom)
Noes: 0
Abstain: 0
Absent: 1 (Kathy Ankrom)

5.E. Certify the Application for Exemption for Required Expenditures for Classroom Teachers Salaries

For the 2015/16 fiscal year, SUHSD did not spend the minimum percentage of its budget on classroom teacher salaries as required by EC Section 41372. The required minimum percentage for our district type is 50%; SUHSD spent 49.63%. We are requesting an exemption from this requirement as provided by law.

2015 16 Application for Exemption for Required Expenditures for Classroom Teachers Salaries
2015 16 Unaudited Actuals-Classroom Expense Allocation

- ✓ Motion by Jeff Norstrom, second by Jeanie Smith to certify the application as presented.
- ✓ Vote: Student Representative : Yes
Ayes: 4 (Katryn Weston, Jeanie Smith, Rob Lyons, Jeff Norstrom)
Noes: 0
Abstain: 0
Absent: 1 (Kathy Ankrom)

5.F. Approve Resolution 2016/17-06 Reduce or Eliminate Classified Services for the 2016/17 School Year and Authorize the Superintendent to Issue Layoff Notice

District administration is making a recommendation that requires Board action related to the reduction or elimination of one classified position for the 2016/17 school year. Board adoption of this resolution will allow district administration to proceed with sending the notice to the classified employee affected by this resolution.

2016/17-06 Reduce or Eliminate Classified Services for the 2016-17 School Year

- ✓ Motion by Rob Lyons, second by Jeff Norstrom to approve the resolution as presented.
- ✓ Vote: Student Representative : Yes
Ayes: 4 (Katryn Weston, Jeanie Smith, Rob Lyons, Jeff Norstrom)
Noes: 0
Abstain: 0
Absent: 1 (Kathy Ankrom)

5.G Approve Resolution 2016/17-08 Authorizing Teacher Assignment - Outside Credential

The state requires that the district teacher assignments be reported to local governing boards at a public meeting of the Board. Resolution 2016/17-08 authorizes the assignment of one (1) Sonora High School teacher.

2016/17-08 Authorized Teaching Assignment-Outside Credential
2016/17-08 Authorized Teaching Assignment-Outside Credential-REDACTED Teacher Consent Form 1 of 2
2016/17-08 Authorized Teaching Assignment-Outside Credential-REDACTED Teacher Consent Form 2 of 2
2016 17 Superintendent Affidavit of Proper Certification for Work Performed by Certificated Employees

- ✓ Motion by Rob Lyons, second by Jeanie Smith to approve this resolution as presented.
- ✓ Vote: Student Representative : Yes

Ayes: 4 (Katryn Weston, Jeanie Smith, Rob Lyons, Jeff Norstrom)
Noes: 0
Abstain: 0
Absent: 1 (Kathy Ankrom)

**5.H. Approve Resolution 2016/17-09 Surplus Personal Property - Three (3)
Canon Cameras**

These cameras have broken down through repeated use or been damaged or lost by individual students over the years.

2016/17-09 Surplus Personal Property - Three (3) Canon Cameras

- ✓ Motion by Jeff Norstrom, second by Jeanie Smith to approve this resolution as presented.
- ✓ Vote: Student Representative : Yes
Ayes: 4 (Katryn Weston, Jeanie Smith, Rob Lyons, Jeff Norstrom)
Noes: 0
Abstain: 0
Absent: 1 (Kathy Ankrom)

Note: Jeff Norstrom temporarily left the meeting at 8:02 pm.

5.I. Consideration of Request for Waiver of School Mitigation Fee

The district recommends denying the request for waiving the school mitigation fee of \$1,733.65 to be consistent with past practice.

- ✓ Motion by Rob Lyons, second by Jeanie Smith to deny the request for waiver of paying school mitigation fees.
- ✓ Vote: Student Representative : Yes
Ayes: 3 (Katryn Weston, Jeanie Smith, Rob Lyons)
Noes: 0
Abstain: 0
Absent: 2 (Kathy Ankrom, Jeff Norstrom)

5.J. Approve Acceptance of Science Grant in the Amount of \$780

The science department applied for and has been awarded a grant in the amount of \$780. The district recommends approving the acceptance of these funds designated for science education.

- ✓ Motion by Rob Lyons, second by Jeanie Smith to approve the acceptance of this grant as presented.
- ✓ Vote: Student Representative : Yes
Ayes: 3 (Katryn Weston, Jeanie Smith, Rob Lyons)
Noes: 0
Abstain: 0
Absent: 2 (Kathy Ankrom, Jeff Norstrom)

5.K. Approve Personnel Matters

Resignation:

Shelley Andersen, Fall Spirit Leader, effective August 31, 2016

- ✓ Motion by Jeanie Smith, second by Rob Lyons to approve the Personnel Matters as presented.
- ✓ Vote: Student Representative : Yes
Ayes: 3 (Katrjn Weston, Jeanie Smith, Rob Lyons)
Noes: 0
Abstain: 0
Absent: 2 (Kathy Ankrom, Jeff Norstrom)

Note: Jeff Norstrom returned to the meeting at 8:05 pm.

5.L. Approve Overnight Field Trip Request for Varsity Volleyball to attend a Tournament in San Luis Obispo

This overnight field trip would replace the previously approved field trip to Reno. The girls' varsity volleyball team is requesting to attend a volleyball tournament in San Luis Obispo Sept 9-10, 2016. This will be paid for by fundraising and the athletes.

Overnight Field Trip Request-Volleyball

- ✓ Motion by Rob Lyons, second by Jeff Norstrom to approve the overnight field trip as presented.
- ✓ Vote: Student Representative : Yes
Ayes: 4 (Katrjn Weston, Jeanie Smith, Rob Lyons, Jeff Norstrom)
Noes: 0
Abstain: 0
Absent: 1 (Kathy Ankrom)

5.M. First Reading with Consideration to Waive Additional Readings and Approve BP and AR 5141.21 Administering Medication and Monitoring Health Conditions

Regulation updated to add definitions of epinephrine auto-injector and anaphylaxis and to reflect new law SB 1266 which requires districts to provide emergency epinephrine auto-injectors to each school site.

5141.21 AR

5141.21 BP

- ✓ Motion by Jeanie Smith, second by Rob Lyons to waive additional readings and approve the BP and AR as presented.
- ✓ Vote: Student Representative : Yes
Ayes: 4 (Katrjn Weston, Jeanie Smith, Rob Lyons, Jeff Norstrom)
Noes: 0
Abstain: 0
Absent: 1 (Kathy Ankrom)

5.N. First Reading with Consideration to Waive Additional Readings and Approve BP and AR 5141.4 Child Abuse Prevention and Reporting

Policy updated to reflect new law AB 2016 which authorizes districts to provide students with instruction on sexual abuse and sexual assault awareness, and new law AB 1432 which mandates staff training regarding the duties of mandated reporters.

5141.4 AR

5141.4 BP

- ✓ Motion by Jeanie Smith, second by Rob Lyons to waive additional readings and approve the BP and AR as presented.
- ✓ Vote: Student Representative : Yes
Ayes: 4 (Katryn Weston, Jeanie Smith, Rob Lyons, Jeff Norstrom)
Noes: 0
Abstain: 0
Absent: 1 (Kathy Ankrom)

5.O. First Reading with Consideration to Waive Additional Readings and Approve BP and AR 6162.51 State Academic Achievement Tests

Regulation updated to reflect new law SB 858 and AB 1599 which officially change the name of the state assessment system to the California Assessment of Student Performance and Progress (CAASPP).

6162.51 AR

6162.51 BP

- ✓ Motion by Jeff Norstrom, second by Jeanie Smith to waive additional readings and approve the BP and AR as presented.
- ✓ Vote: Student Representative : Yes
Ayes: 4 (Katryn Weston, Jeanie Smith, Rob Lyons, Jeff Norstrom)
Noes: 0
Abstain: 0
Absent: 1 (Kathy Ankrom)

10. ADJOURNMENT

Late agenda material can be inspected in the superintendent's office at 100 School Street, Sonora, California. In compliance with the Americans with Disabilities Act, if any person needs special assistance to participate in the meeting, please contact the superintendent's office at (209) 533-8510 ext 12, 48 hours prior to the meeting.

- With no further business, the meeting was adjourned at 8:10 pm.

Katryn Weston
Board Clerk

Patrick A. Chabot
Board Secretary

Cindy Costello
Recording Secretary