

SONORA UNION HIGH SCHOOL DISTRICT
Minutes for a Regular Board of Trustees Meeting
December 06, 2016 **Tuesday, 6:00 PM**

Sonora Union High School District, **Sonora High School Library**,
430 N. Washington Street, Sonora, CA 95370

Members Present: Kathy Ankrom, Member
 Jeanie Smith, Member
 Kim Norton, Member
 Rob Lyons, Member
 Jeff Norstrom, Member
 Levi Houghton, Student Representative

Others 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 students, and members of the public.

1. OPENING BUSINESS

1.A. Call to Order and Establishment of Quorum

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

1.B. Pledge of Allegiance

- Kathy Ankrom led the Pledge of Allegiance.

1.C. Adopt Agenda as Presented/Amended

- ✓ Motion by Levi Houghton, second by Jeanie Smith to approve the agenda as presented.
- ✓ Board Vote: Student Preferential Vote: Aye
 Ayes: Unanimous

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.

- There was no Public Comment.

3. BOARD REORGANIZATION

3.A. Oath of Office for New Board Member Kim Norton

- Mr. Chabot led Kim Norton in the oath of office.

3.B. Annual Reorganization of the Board; Elect Board President, Elect Board Clerk, Designate the Superintendent as Secretary to the Board

Education Code section 35143 and Education Code section 23556 require that each school district hold their annual reorganization meeting between December

2, 2016 and December 17, 2016, inclusive. At this reorganization meeting the Board elects a president and clerk, and designates the superintendent as secretary. As required in education code, the superintendent will conduct a public election for the positions of Board president and Board clerk.

Mr. Chabot will call for nominations for the Board President.

- ✓ Motion by Jeanie Smith to nominate Kathy Ankrom as president, second by Rob Lyons.
- ✓ Board Vote: Student Preferential Vote: Aye
Ayes: Unanimous

Mr. Chabot will call for nominations for the Board Clerk.

- ✓ Motion by Rob Lyons to nominate Jeanie Smith as clerk, second by Jeff Norstrom.
- ✓ Board Vote: Student Preferential Vote: Aye
Ayes: Unanimous

Mr. Chabot will return the meeting to Kathy Ankrom, Board President and the Board will designate the superintendent as the secretary to the Board.

- Kathy Ankrom designated Patrick Chabot as secretary to the board.

3.C. Adopt Signatures Approved by the Governing Board

It is required that the Board adopts those signatures which are acceptable for certain specified legal documents. A list of those documents and the required signatures is attached for review.

- ✓ Motion by Jeanie Smith, second by Levi Houghton to adopt the document as presented.
- ✓ Board Vote: Student Preferential Vote: Aye
Ayes: Unanimous

3.D. Set Time and Place of the Regular Board Meetings for 2017-2018 School Year

At its organizational meeting, the Board shall establish the time and place of regular Board meetings. The current practice of the Board is to hold regular meetings on the first and third Tuesday of each month with the exception of July and December and months in which school is in recess for extended periods of time. Open meetings are held at 6:00 pm in the district office conference room. A list of proposed meetings through the 2017/18 school year is attached.

- ✓ Motion by Jeff Norstrom, second by Rob Lyons to approve the schedule of regular meetings as presented.
- ✓ Board Vote: Student Preferential Vote: Aye
Ayes: Unanimous

3.E. Set Date for the Annual Board Self-review and Goal-setting Workshop

The Board's self-review process, AR 9400 Board Self-evaluation, stipulates "...the Governing Board shall, in alternating years, make use of 1) a written self-

appraisal followed by discussion approach, and 2) an externally facilitated work session..." The following timeline is proposed for this process: February 21, 2017, Board members receive the link to the self-evaluation survey; on or before March 7, 2017, Board members complete the survey; and district office staff compiles surveys into one summary report. On March 24, 2017, Board members receive and review the summary report as an open session "information item." Following the self-evaluation session, the Board will then work on goals for the 2017/18 school year. This annual Board Workshop will begin at 8:00 am and continue until 4:00 pm.

- ✓ Motion by Jeff Norstrom, second by Rob Lyons to approve the recommended date for the workshop.
- ✓ Board Vote: Student Preferential Vote: Aye
Ayes: Unanimous

4. COMMUNICATIONS

4.A. Information Items

4.A.A. Student Representative Communication

- Levi Houghton shared that the MLL Leadership and ASB Conference will be held here this week, and the Fall Formal went well.

4.A.B. CSEA Communication

- There was no CSEA communication.

4.A.C. Federation of Teachers Communication

- There was no Federation of Teachers communication.

4.A.D. Superintendent Communication

- Mr. Chabot shared a letter received, recognizing a student who played the bugle at a veteran's event, he gave an update on sports and commended the "book tree" that students created in the library.

4.A.E. Board of Trustees Communication

- There was no board communication.

4.B. Discussion Items

4.B.A. School Construction Projects - Pat Chabot

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

4.B.B. Chief Business Official

- Mr. Chabot explained the plans for using an interim CBO until a permanent replacement is found.

4.B.C. Fiscal Recovery Plan

- Mr. Chabot shared that the task force team continues to meet and will be drafting the plan to be posted with the agenda this Friday.
- Staff and members of the public expressed their desire to attend the task force meetings to share their opinions and concerns.
- Mr. Chabot reminded them that programs and positions are being discussed which are personnel matters and confidential.
- Kathy Ankrom encouraged staff members to communicate their opinions and concerns with their union representatives that are on the task force as well as with the board members and administration.
- Members of the public shared their opinion regarding the board members' stipend and the fiscal recovery plan, and expressed their desire to see how much the proposed cuts would change the multi-year projections.

4.B.D. Suggestions for Future Agenda Items

- No future agenda items were suggested.

5. CONSENT AGENDA

5.A. Approve the Minutes for the Regular Board Meetings held on November 15, and November 28, 2016

5.B. Approve Bills and Warrants

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

\$500,000 from the General Fund (1) to the Economic Uncertainties Fund (17) for reverse cash flow for Sept. 2016 to General Fund

\$250,000 from the General Fund (1) to the Economic Uncertainties Fund (17) for reverse cash flow for Oct. 2016 to General Fund

\$10,000 from the Adult Ed Fund (11) to the Economic Uncertainties Fund (17) for reverse cash flow for Oct. 2016 to Adult Ed Fund

\$20,000 from the Cafeteria Fund (13) to the Economic Uncertainties Fund (17) for reverse cash flow for Sept. 2016 to Cafeteria Fund

\$30,000 from the Cafeteria Fund (13) to the Economic Uncertainties Fund (17) for reverse cash flow for Oct. 2016 to Cafeteria Fund

\$15,000 from the Developer Fees Fund (25) to the Economic Uncertainties Fund (17) for reverse cash flow for Aug. 2016 to Developer Fees Fund

- ✓ Motion by Jeanie Smith, second by Levi Houghton to approve the Consent Agenda as presented.
- ✓ Board Vote: Student Preferential Vote: Aye
Ayes: Unanimous

6. ACTION ITEMS

6.A. Approve Personnel Matters

New Assignment:

Mike Suess, Girls' JV Soccer Coach, effective November 7, 2016

Additional Assignment:

Colleen Drennan, Concussion Testing Advisor, effective the 2016/17 school year

- ✓ Motion by Rob Lyons, second by Jeff Norstrom to approve the Personnel Matters as presented.
- ✓ Board Vote: Student Preferential Vote: Aye
Ayes: Unanimous

6.B. Ratify Citizens' Oversight Committee Members

Resignation:

Damon Carson-Hull, effective November 20, 2016

Reinstall:

William Dunlavy, effective May 1, 2016

LaDeane Hansten, effective May 1, 2016

- ✓ Motion by Rob Lyons, second by Jeff Norstrom to approve the COC committee members as presented.
- ✓ Board Vote: Student Preferential Vote: Aye
Ayes: Unanimous

6.C. Approve Sonora High School 2016-2017 Single Plan for Student Achievement

The SHS 2016-17 Single Plan for Student Achievement was presented at a previous board meeting. Single Plans for Student Achievement must be approved by the Board each year.

- ✓ Motion by Levi Houghton, second by Kim Norton to approve the SHS 2016/17 SPSA as presented.
- ✓ Board Vote: Student Preferential Vote: Aye
Ayes: Unanimous

6.D. Approve College Readiness Block Grant Plan for the 2016-2019 Fiscal Years

The College Readiness Block Grant will provide funding to increase or improve services for unduplicated pupils to ensure college readiness. SUHSD is expected to receive \$75,000 for this purpose if the plan is approved by the board.

- ✓ Motion by Kim Norton, second by Rob Lyons to approve the College Readiness Block Grant Plan as presented.
- ✓ Board Vote: Student Preferential Vote: Aye
Ayes: Unanimous

6.E. First Reading with Consideration to Waive Additional Readings and Approve AR and BP 1312.3 Uniform Complaint Procedures

Policy and regulation updated to reflect programs that must be investigated in accordance with the uniform complaint procedures (UCP), to clarify required annual notification and complaint filing requirements, and to provide for equitable treatment of a respondent to a complaint.

- ✓ Motion by Jeanie Smith, second by Levi Houghton to waive additional readings and approve the AR and BP as presented.
- ✓ Board Vote: Student Preferential Vote: Aye
Ayes: Unanimous

6.F. First Reading with Consideration to Waive Additional Readings and Approve Exhibit 1312.4 Williams Uniform Complaint Procedures

Exhibit revised to reflect name of current principal of Sonora High School to whom complaints should be submitted.

- ✓ Motion by Rob Lyons, second by Jeff Norstrom to approve the exhibit as presented.
- ✓ Board Vote: Student Preferential Vote: Aye
Ayes: Unanimous

6.G. Second Reading with Consideration to Waive Additional Readings and Approve BP, AR and E 3230 Federal Grant Funds

New mandated policy and regulation reflect requirements for the management of federal grant funds contained in the "Uniform Guidance". Policy addresses the board's desire to maintain fiscal integrity and transparency in the use of federal grant funds, key components of the district's financial management system, and the submission of performance reports. Regulation includes written procedures related to allowable costs, procurement, cash management, audits, and records.

- ✓ Motion by Kim Norton, second by Jeanie Smith to approve the BP, AR and Exhibit as presented.
- ✓ Board Vote: Student Preferential Vote: Aye
Ayes: Unanimous

7. PUBLIC COMMENT PERIOD

Members of the public are welcome to address the board at this time regarding items designated for closed session. Public comments are limited to five minutes per person as well as a cumulative time of twenty minutes for any one topic.

- There was no public comment regarding Closed Session items.

8. CLOSED SESSION

- The meeting adjourned to Closed Session at 7:11 pm.
- The student representative departed from the meeting.

8.A. Student Matters

Discipline/Extension of Expulsion/Return from Expulsion

Student 2014/15/G

Student 2015/16/A

Student 2015/16/B

Student 2015/16/C

Student 2015/16/D

Student 2016/17/B

8.B. Legal Matters

Possible litigation pursuant to Government Code Section 54956.9

Negotiator: Patrick A. Chabot

Company: Condor Earth

8.C. Personnel Matters

8.C.A. Public Employee: Discipline/Dismissal/Release/Non-reelect/Layoff pursuant to Government Code Section 54957

8.C.B. Conference with Chief Business Official (CBO) pursuant to Government Code Section 54957

8.C.C. Public Employee: Superintendent Evaluation pursuant to Government Code Section 54957

9. RECONVENE TO OPEN SESSION, REPORT ON ACTIONS TAKEN IN CLOSED SESSION

- The meeting reconvened to Open Session at 8:47 pm.
- No actions were taken during Closed Session.

10. BOARD ACTION REGARDING MATTERS DISCUSSED IN CLOSED SESSION

10.A. Student Matters

Discipline/Extension of Expulsion/Return from Expulsion

Student 2014/15/G

- ✓ Motion by Jeanie Smith, second by Rob Lyons to approve the student to return from expulsion.
- ✓ Board Vote: Ayes: Unanimous

Student 2015/16/A

- ✓ Motion by Jeanie Smith, second by Kim Norton to approve the student to return from expulsion.
- ✓ Board Vote: Ayes: Unanimous

Student 2015/16/B

- ✓ Motion by Rob Lyons, second by Jeanie Smith to approve an extension to the expulsion for this student.
- ✓ Board Vote: Ayes: Unanimous

Student 2015/16/C

- ✓ Motion by Kim Norton, second by Rob Lyons to approve the student to return from expulsion.
- ✓ Board Vote: Ayes: Unanimous

Student 2015/16/D

- ✓ Motion by Jeanie Smith, second by Rob Lyons to approve the student to return from expulsion.
- ✓ Board Vote: Ayes: Unanimous

Student 2016/17/B

- ✓ Motion by Kim Norton, second by Jeanie Smith to approve the student to return from expulsion.
- ✓ Board Vote: Ayes: Unanimous

10.B. Legal Matters

Possible litigation pursuant to Government Code Section 54956.9

Negotiator: Patrick A. Chabot

Company: Condor Earth

- No matters were presented for voting.

10.C. Personnel Matters

10.C.A. Public Employee: Discipline/Dismissal/Release/Non-reelect/Layoff pursuant to Government Code section 54957

- No matters were presented for voting.

10.C.B. Conference with Chief Business Official (CBO) pursuant to Government Code Section 54957

- No matters were presented for voting.

10.C.C. Public Employee: Superintendent Evaluation pursuant to Government Code Section 54957

- No matters were presented for voting.

11. 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 8:50 pm.

Jeanie Smith
Board Clerk

Patrick A. Chabot
Board Secretary

Cindy Costello
Recording Secretary