

**SONORA UNION HIGH SCHOOL DISTRICT**  
**Minutes for a Regular Board of Trustees Meeting**  
**April 18, 2017                      Tuesday, 6:00 PM**  
Sonora Union High School District, Conference Room FL-1,  
100 School Street, Sonora, CA 95370

---

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

Also present were Superintendent Patrick Chabot, Chief Business Official Dana Vaccarezza, 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 6:03 pm.

**1.B. Pledge of Allegiance**

- Kathy Ankrom led the Pledge of Allegiance.

**1.C. Adopt Agenda as Presented/Amended**

**Addition and Change to 7.A. Approve Personnel Matters:**

**Add:**

Resignations:

Kelly Hawkins, Senior Office Specialist-Attendance/Substitute Caller and  
Alternative Education Secretary, Effective April 30, 2017

Kristie Fong, Paraprofessional to Accept the Senior Office Specialist-  
Attendance/Substitute Caller Position, Effective April 30, 2017

**Change Effective Date:**

Change of Assignment:

Kristie Fong, from Paraprofessional to Senior Office Specialist-  
Attendance/Substitute Caller, Effective ~~August 14, 2017~~ May 1, 2017

**Hold Closed Session Items 8, 9, 10 and 11 immediately following**

**3. Presentations**

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

## 2. PUBLIC HEARING

### **2.A. Public Disclosure of the Tentative Agreement with the Sonora Union High School District and the Classified School Employees Association, Chapter 774**

Assembly Bill 1200 and Government Code Section 3547.5 require disclosure of the major provisions of an agreement with an employee group, including but not limited to, the costs that would be incurred by the District for the current and subsequent fiscal years. Notice of the disclosure is posted with the agenda.

- Open Public Hearing: 6:03 pm
- Public Comment: None
- Close Public Hearing: 6:04 pm

### **2.B. Public Disclosure of the Tentative Agreement with the Sonora Union High School District and the California Federation of Teachers, Local 3187**

Assembly Bill 1200 and Government Code Section 3547.5 require disclosure of the major provisions of an agreement with an employee group, including but not limited to, the costs that would be incurred by the District for the current and subsequent fiscal years. Notice of the disclosure is posted with the agenda.

- Open Public Hearing: 6:04 pm
- Public Comment: None
- Close Public Hearing: 6:04 pm

## 3. Presentation(s)

### **3.A. 2nd Interim Budget and Updated Fiscal Recovery Plan Response - Margie Bulkin**

- Margie Bulkin presented her response to the 2<sup>nd</sup> Interim Budget and Updated Fiscal Recovery Plan. She is requiring the district to submit a 3<sup>rd</sup> Interim Budget Report and highly recommending a Facilities Master Plan by the end of the current school year.

Note: Jeff Norstrom arrived at 6:08 pm.

### **3.B. Special Education Department - Robert Mayben**

- Robert Mayben presented the special education department. They are expecting an increased number of students with IEPs next year and explained the expectation of increased costs and restructuring of special education in the near future.

### **3.C. Science Department - Lynn Skutches**

- Lynn Skutches presented the science department. She explained the Next Generation Science Standards (NGSS) coming and the need for professional development. She also suggested the district look into creating a charter school designed around STEM.

#### **4. PUBLIC COMMENT PERIOD for Items Not on the Agenda**

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.

- Carol Woods shared that Levi Lowe will be competing in the semi-finals and possibly the finals of Poetry Out Loud in Washington DC next week.
- Stacy Ingalls reported that the Easter egg hunt at the Wildcat Ranch was a success with approximately 500 people in attendance.
- Debbie Hopper requested that personnel matters of the district be handled in a dignified way during such a difficult financial time.

#### **5. COMMUNICATIONS**

##### **5.A. Information Items**

###### **5.A.A. Student Representative Communication**

- Levi Houghton gave an update of student life at Sonora High School; Prom is in May, Mr. Wildcat competition is beginning soon, and the Leadership students placed Easter eggs around campus last Friday. Levi also spoke for students, requesting the district continue to offer PE and Leadership at 0 Period to allow students to take more classes.

###### **5.A.B. CSEA Communication**

- Danny Hinkel reported that he will hold a membership meeting to present the tentative agreement to his group for ratification once the 610 process is complete. He also urged the district to look into grants for extra funding opportunities.

###### **5.A.C. Federation of Teachers Communication**

- There was no Federation communication.

###### **5.A.D. Superintendent Communication**

- There was no Superintendent communication.

###### **5.A.E. Board of Trustees Communication**

- Kathy Ankrom explained that the complaints process has been rewritten in the Board meeting welcome brochure, the drama department is presenting Beauty and the Beast next week, and Stacy Kroeze will be honored at the Excellence in Teaching dinner next week.
- Jeanie Smith reminded those present that the Sonora High Foundation offers mini-grants for a variety of needs and

fundraising for the sought-after Adirondack chairs is happening now.

**5.A.F. Quarterly Report on Williams Uniform Complaints - Pat Chabot**

No complaints were filed regarding textbooks, teacher vacancy or misassignment, or conditions of facilities with any school in the district during the quarter.

- Mr. Chabot reported there were no complaints filed.

**5.A.G. Lease Agreements with Tuolumne County Arts Alliance (TCAA) - Pat Chabot**

Discuss pros and cons of leasing district property.

- Mr. Chabot explained that we are not covering our costs to maintain the buildings being rented. As these leases expire, he will need to raise the rent.

**5.B. Discussion Items**

**5.B.A. School Construction Projects - Pat Chabot**

- Mr. Chabot explained that the rebar is being placed so concrete can be poured for the pool deck, and the interior walls of the locker rooms are being painted.

**5.B.B. Brainstorm Ideas to Make the Aquatic Center a Profitable Entity of the District**

- Many ideas were presented for consideration.

**5.B.C. One Versus Two Lunch Periods**

- Ideas were discussed. Mainly, it was decided that our cafeteria is efficient enough to serve our students in one lunch period.

**5.B.D. Suggestions for Future Agenda Items**

- Suggested items were discussions about student use of cell phones, dress code and its enforcement, and finding ways for our CTE programs to bring in income to fund their programs.

**6. CONSENT AGENDA**

**6.A. Approve the Minutes for the Board Meeting held on April 4, 2017**

**6.B. Approve Bills and Warrants**

**6.C. Approve Fund Transfer(s) Listed Below**

\$39,814.25 from the Bond Measure Fund (21) to the Deferred Maintenance Fund (14) for reclassifying WLC Architects Inc. costs charged to the Deferred

Maintenance Fund (14) Fire Alarm Project related to Measure J Bond Projects (Fund 21).

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

## 7. ACTION ITEMS

### 7.A. Approve Personnel Matters

#### Change of Assignment:

Kristie Fong, from Paraprofessional to Senior Office Specialist-Attendance/Substitute Caller, Effective ~~August 14, 2017~~ May 1, 2017

#### Additional Assignment:

Angela Howard, Senior Office Specialist - Transportation, Effective April 3, 2017  
Joshua Martin, Boys' Varsity Water Polo Coach, Effective April 19, 2017

#### New Hire:

Raymond Hilgersom, Custodian, Effective April 3, 2017  
Daniel McHoul, Freshman Football Coach, Effective April 19, 2017

#### Resignations:

Kelly Hawkins, Senior Office Specialist-Attendance/Substitute Caller and Alternative Education Secretary, Effective April 30, 2017

Kristie Fong, Paraprofessional to Accept the Senior Office Specialist-Attendance/Substitute Caller Position, Effective April 30, 2017

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

### 7.B. Approve Resolution 2016/17-20 Recognizing May 9, 2017, as California Day of the Teacher

As recommended by the California Department of Education, SUHSD would like to recognize May 9, 2017, as California Day of the Teacher, and will hold the celebration breakfast on May 10, 2017. Day of the Teacher was established to give special recognition to teachers for their contributions to education and the lives of California's children.

- ✓ Motion by Kim Norton, second by Jeff Norstrom to approve the Resolution as presented.
- ✓ Student Preferential Vote: Aye
- ✓ Board Vote: Unanimous

**7.C. Approve Resolution 2016/17-21 Recognizing the Week of May 21-27, 2017, as Classified School Employee Week**

As recommended by the California Department of Education, SUHSD would like to designate this week to recognize its classified employees who make a positive difference in children's lives every day.

- ✓ Motion by Jeanie Smith, second by Kim Norton to approve the Resolution as presented.
- ✓ Student Preferential Vote: Aye
- ✓ Board Vote: Unanimous

**7.D. Approve Resolution 2016/17-22 Rescinding Part of Eliminated Certificated Services**

Sonora Union High School District administration has determined that there is a need to restore the 1.0 FTE Counselor and 1.0 FTE English Teacher positions which were eliminated on January 26, 2017.

- ✓ Motion by Jeanie Smith, second by Rob Lyons to approve the Resolution as presented.
- ✓ Student Preferential Vote: Aye
- ✓ Board Vote: Unanimous

**7.E. Approve Resolution 2016/17-23 Authorizing Submittal of CalRecycle Grant**

The District recommends applying for this grant. The grant reimburses the District for rubber mulch, made from recycled tires, which will be used for landscaping.

- ✓ Motion by Kim Norton, second by Levi Houghton to approve the Resolution as presented.
- ✓ Student Preferential Vote: Aye
- ✓ Board Vote: Unanimous

**7.F. Approve Resolution 2016/17-24 Support of Fixing the Reserve Cap**

The new statutory minimum for school district reserves for economic uncertainties ranges from 1 to 5 percent, depending on district enrollment, and covers between one to five weeks of payroll, or less than 20 days of total cash flow. Prudent budgeting raises expectations for school districts to establish and maintain reserves above the statutory minimum. The District currently maintains a reserve of approximately 4.1% for purposes including but not limited to, cash flow needs, staffing reserve, major textbook adoptions, student technology, economic uncertainty, planned projects such as deferred maintenance/HVAC/roofing needs, and emergencies. The District recommends adopting this resolution to support fixing the reserve cap in accordance with the needs of small school districts.

- ✓ Motion by Jeanie Smith, second by Jeff Norstrom to approve the Resolution as presented.
- ✓ Student Preferential Vote: Aye
- ✓ Board Vote: Unanimous

**7.G. Approve Resolution 2016/17-25 Elimination of Classified Management Position**

Due to restructuring of the Food Service Department, the district recommends eliminating the Food Service Manager position.

- ✓ Motion by Jeanie Smith, second by Kim Norton to approve the Resolution as presented to open it for discussion.
- ✓ Motion by Jeanie Smith, second by Kim Norton to amend the motion and postpone this resolution to a future meeting.
- ✓ Student Preferential Vote: Aye
- ✓ Board Vote: Unanimous

**7.H. Approve Addendum to College and Careers Access Pathways Partnership Agreement with Yosemite Community College District**

The addendum includes a modification of the course offerings needed to assist with college readiness and skills development.

- ✓ Motion by Levi Houghton, second by Kim Norton to approve the Agreement as presented.
- ✓ Student Preferential Vote: Aye
- ✓ Board Vote: Unanimous

**7.I. Approve Revised Salary Schedules for Classified Confidential, Classified Management, Certificated Management, Certificated Substitute Teacher, and Other District Stipends**

Formatting and information disclosed on these documents have been updated. Monetary values remain unchanged.

- ✓ Motion by Kim Norton, second by Jeanie Smith to approve the Salary Schedules as presented.
- ✓ Student Preferential Vote: Aye
- ✓ Board Vote: Ayes: 4 (Kathy Ankrom, Jeanie Smith, Kim Norton, Jeff Norstrom)  
Noes: 1 (Rob Lyons)

**7.J. Ratify the Tentative Agreement between the Sonora Union High School District and the California School Employees Association, Chapter 774; Approve the Revised Classified Salary Schedules**

This item is placed on the agenda to allow discussion and consideration of Board ratification of the tentative contract agreement regarding contract language, salary and benefits which has been reached with the Classified School Employees Association, Chapter 774. No salary increase proposed. The cost to the District for these changes is shown on the Public Disclosure Statement.

- ✓ Motion by Jeanie Smith, second by Kathy Ankrom to approve the Tentative Agreement with CSEA and Salary Schedules as presented.
- ✓ Student Preferential Vote: Aye
- ✓ Board Vote: Ayes: 4 (Kathy Ankrom, Jeanie Smith, Kim Norton, Jeff Norstrom)  
Noes: 1 (Rob Lyons)

**7.K. Ratify the Tentative Agreement between the Sonora Union High School District and the California Federation of Teachers, Local 3187; Approve the Revised Certificated Salary Schedules**

This item is placed on the agenda to allow discussion and consideration of Board ratification of the tentative agreement regarding contract language, salary and benefits which has been reached with the Federation of Teachers. No salary increase proposed. The cost to the District for these changes is shown on the Public Disclosure Statement.

- ✓ Motion by Jeanie Smith, second by Kim Norton to approve the Tentative Agreement with CFT and Salary Schedules as presented.
- ✓ Student Preferential Vote: Aye
- ✓ Board Vote: Ayes: 4 (Kathy Ankrom, Jeanie Smith, Kim Norton, Jeff Norstrom)  
Noes: 1 (Rob Lyons)

**7.L. Third Reading with Consideration to Waive Additional Readings and Approve BP 4112.22 Staff Teaching English Language Learners**

Policy created to comply with law that a teacher who is assigned to teach one or more English learners, must hold an appropriate authorization issued by the Commission on Teacher Credentialing (CTC). Note: AR 4112.22 was approved at the March 7, 2017, Board meeting.

- ✓ Motion by Rob Lyons, second by Jeff Norstrom to approve the Policy as presented.
- ✓ Motion by Rob Lyons, second by Jeff Norstrom to amend the motion and change the deadline date in the policy to December 31, 2018.
- ✓ Student Preferential Vote: Aye
- ✓ Board Vote: Ayes: 4 (Kathy Ankrom, Jeanie Smith, Rob Lyons, Jeff Norstrom)  
Noes: 1 (Kim Norton)

**8. PUBLIC COMMENT PERIOD for Closed Session**

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.

**9. CLOSED SESSION**

- The meeting adjourned to Closed Session at 7:01 pm.

**9.A. Personnel Matters Pursuant to Government Code section**

Public Employee: Discipline/Dismissal/Release/Non-reelect/Layoff

**9.B. Evaluation of Public Employee: Superintendent**

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

- The meeting reconvened to Open Session at 7:26 pm.
- No actions were taken during Closed Session.



**11. BOARD ACTION REGARDING MATTERS DISCUSSED IN CLOSED SESSION**

**11.A Personnel Matters Pursuant to Government Code section 54957**

Public Employee: Discipline/Dismissal/Release/Non-reelect/Layoff

- No matters were presented for voting.


**11.B. Evaluation of Public Employee: Superintendent**

- No matters were presented for voting.

**12. 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 9:17 pm.

  
\_\_\_\_\_  
Jeanie Smith  
Board Clerk

  
\_\_\_\_\_  
Patrick A. Chabot  
Board Secretary

  
\_\_\_\_\_  
Cindy Costello  
Recording Secretary