

SONORA UNION HIGH SCHOOL DISTRICT
Minutes for a Regular Board of Trustees Meeting
September 05, 2017 Tuesday, 6:00 PM
Sonora Union High School District, Conference Room FL-1,
100 School Street, Sonora, CA 95370

Members Present: Jeanie Smith, Clerk & Acting President
Kim Norton, Member
Rob Lyons, Member

Members Absent: Kathy Ankrom, President
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 members of the public.

1. OPENING BUSINESS

1.A. Call to Order and Establishment of Quorum

- Establishing a quorum, Jeanie Smith called the meeting to order at 6:03 pm.

1.B. Pledge of Allegiance

- Jeanie Smith led the Pledge of Allegiance.

1.C. Adopt Agenda as Presented/Amended

Amendments:

Add to 5.A. : Resignation of Mollijoy Carter, Special Education Moderate/Severe Teacher, Effective September 1, 2017

Remove: 5.E. Resolution 2017/18-06 Surplus Personal Property, and 3.B.A Student Representative Communication

Allow: 3.A.D Report on Opening of School – Roy Morlan, to be presented prior to 3.A.A.

- ✓ Motion by Rob Lyons, second by Kim Norton to approve the agenda as presented.
- ✓ Vote: Ayes: 3 (Jeanie Smith, Rob Lyons, Kim Norton)
Noes: 0
Abstain: 0
Absent: 2 (Kathy Ankrom, Jeff Norstrom)

2. PUBLIC COMMENT PERIOD for non-agendized items

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. COMMUNICATIONS

3.A. Presentation(s)

3.A.A. Meet New SUHSD Staff - Ben Howell and Roy Morlan

- Ben Howell introduced new staff members including which classes they teach: Denise Cablayan, math; Keri VanDeventer, art and yearbook; and mentioned Jillian Pearson, social science; and Ashley Pittman, PE, life skills and JV volleyball coach. He also noted Cherie Alberto, Donovan Burkhart, Angelina Montelongo and Nikki Evans as new paraprofessionals this year.
- Roy Morlan introduced the new Alt Ed Secretary, Donna Berry, and mentioned the new Alt Ed Counselor, Sandie Sevilla.

3.A.B. Report on Summer School - Ben Howell

- Ben Howell explained that Apex was again used for the summer school curriculum software and it now links information into Aeries student information system. Using this new tool, he plans to bring summer school data to the board at a future meeting.

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

- Ben Howell reported that the professional development days prior to the first day of school were utilized to collaborate amongst departments as well as all staff training on intervention and autism strategies. Sonora HS enrolled 40 more students than anticipated so enrollment is at 1009 students. He also mentioned that the new *Get Focused, Stay Focused* curriculum will be introduced to the freshman beginning this school year.

3.A.D. Report on Opening of School - Roy Morlan

- Roy Morlan shared that Cassina HS began the school year with 43 students, Ted Bird HS 45, and Adult School 29, which has a waiting list. Mr. Morlan also mentioned that Cassina HS staff meetings have already been held regarding previous WASC findings to be prepared for the probationary WASC visit in March.

3.B. Information Items

3.B.A. Student Representative Communication

3.B.B. CSEA Communication

- Dan Hinkel shared the names and positions of the CSEA Executive Board: Dan Hinkel, president; Anthony Finney, vice president; Shelley Andersen, secretary; and Nancie Weiser, treasurer.

3.B.C. Federation of Teachers Communication

- Debbie Hopper said that the two unions are communicating and the communication between campuses is improving. Both unions held a combined staff bowling night and it was well attended. She believes the increase in student numbers comes from SUHSDs awesome staff and nice facilities.

3.B.D. Superintendent Communication

- Pat Chabot explained that the new Functional Living Skills (FLS) program has three students, with one more expected this week and another expected next week. The cap for the program is ten students. Special Ed Coordinator, Robert Mayben, estimates that enrolling students at FLS in lieu of transporting them to the valley saves the county district SELPA fund approximately \$150,000 per student per year.

3.B.E. Board of Trustees Communication

- Jeanie Smith has attended a water polo game and members of the public mentioned how nice the campus looks.
- Rob Lyons has also attended a water polo game and has never seen such a large crowd attending the matches before.

3.B.F. Local Control and Accountability Plan (LCAP) Update - Pat Chabot

- Mr. Chabot noted that final minor changes have been made to the LCAP and the revised version has been posted to the district website.

3.B.G. Parents' Rights and Responsibilities Handbooks - Pat Chabot

- Mr. Chabot shared the handbook that has been sent home with students in the district.

3.B.H. Citizens' Oversight Committee Annual Reports for 2015-2016 and 2016-2017 - Dana Vaccarezza

- Dana Vaccarezza reviewed and explained each report. She will also present them to the Citizens' Oversight Committee at their next meeting on November 30, 2017.

3.C. Discussion Items

3.C.A. Summer Maintenance and School Construction Projects - Pat Chabot

- Pat Chabot shared that the areas with dead grass located in the Dunlavy Field will be repaired and replaced, and sprinklers will be adjusted to prevent future problems. The girls' locker room in the aquatic center building has water pooling so the floor will be resurfaced, and the H Building stairs have been repaired and

repainted. The WLCCS superintendent will leave our site at the end of September but will be available by phone.

3.C.B. District Advisory Committee - Pat Chabot

- Pat Chabot shared that the committee has met four times and has seen two presentations from interested companies regarding the Wildcat Ranch. Mr. Chabot hopes to present the committee's recommendation to the governing board at the Sept. 19, 2017, meeting.

3.C.C. Suggestions for Future Agenda Items

- There were no suggested items for future agendas.

4. CONSENT AGENDA

4.A. Approve the Minutes for the Board Meeting held on August 15, 2017

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

- \$274.10 from the Adult Education Fund (11) to the General Fund (1) for 2016-17 Adjustment to Adult Ed Workers Compensation Clearing Account.
- \$1,476.01 from the Adult Education Fund (11) to the General Fund (1) for 2016-17 Adjustment to Adult Ed Block Grant Workers compensation Clearing Account.
- \$3,890.94 from the Cafeteria Fund (13) to the General Fund (1) for 2016-17 Adjustment to Cafeteria Workers Compensation Clearing Account.
- \$100,000 from the General Fund (1) to the Post Retirement Benefits Fund (20) for 2016-17 General Fund Budgeted Contribution to Post Retirement Benefits Fund.
- \$25,000 from the General Fund (1) to the Pupil Transportation Equipment Fund (15) for 2016-17 General Fund Budgeted Contribution to Pupil Transportation Equipment Fund.
- \$84,375 from the Pupil Transportation Equipment Fund (15) to the General Fund (1) for 2016-17 Transfer from Pupil Transportation Equipment Fund for Cost of New Bus Purchased.
- \$237,079.09 from the Post-Retirement Benefits Fund (20) to the General Fund (1) for to Cover Cost of 2016-17 Actual Post Retirement Benefits.

4.C. Approve Renewal of Agreement with School Services of California for the 2017/18 School Year

- ✓ Motion by Kim Norton, second by Rob Lyons to approve the consent agenda as presented.
- ✓ Vote: Ayes: 3 (Jeanie Smith, Rob Lyons, Kim Norton)
Noes: 0
Abstain: 0
Absent: 2 (Kathy Ankrom, Jeff Norstrom)

5. ACTION ITEMS

5.A. Personnel Matters

Resignation for Retirement:

Susan Camp, Payroll & Benefits Specialist, Effective September 30, 2017

Resignation:

Mollijoy Carter, Special Education Moderate/Severe Teacher, Effective September 1, 2017

- ✓ Motion by Kim Norton, second by Rob Lyons to approve the personnel matters as presented.
- ✓ Vote: Ayes: 3 (Jeanie Smith, Rob Lyons, Kim Norton)
Noes: 0
Abstain: 0
Absent: 2 (Kathy Ankrom, Jeff Norstrom)

5.B. Accept the Measure J Building Fund Financial and Performance Audits for the 2015/16 Fiscal Year

The Governing Board must review and accept the prior year's financial report/audit at a public meeting. The annual financial audit for the Measure J Building Fund was prepared by the auditing firm of Vavrinek, Trine, Day & Co., and will be presented by Dana Vaccarezza.

- ✓ Motion by Rob Lyons, second by Kim Norton to approve the audit as presented.
- ✓ Vote: Ayes: 3 (Jeanie Smith, Rob Lyons, Kim Norton)
Noes: 0
Abstain: 0
Absent: 2 (Kathy Ankrom, Jeff Norstrom)

5.C. Approve Board Action Calendar for 2017-2018

The proposed Board Action Calendar for 2017-2018 is attached.

- ✓ Motion by Rob Lyons, second by Kim Norton to approve the board action calendar as presented.
- ✓ Vote: Ayes: 3 (Jeanie Smith, Rob Lyons, Kim Norton)
Noes: 0
Abstain: 0
Absent: 2 (Kathy Ankrom, Jeff Norstrom)

5.D. Adopt Resolution 2017/18-05 GANN 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.

- ✓ Motion by Kim Norton, second by Rob Lyons to approve the resolution as presented.

- ✓ Vote: Ayes: 3 (Jeanie Smith, Rob Lyons, Kim Norton)
Noes: 0
Abstain: 0
Absent: 2 (Kathy Ankrom, Jeff Norstrom)

5.E. Approve Resolution 2017/18-06 Surplus Personal Property - 1987 Chevrolet Custom Deluxe 30

The District recommends claiming the 1987 Chevrolet Custom-Deluxe 30 as surplus district property because the engine has issues.

5.F. Approve Acceptance of \$500 Grant for Cafeteria Program

Our food service manager applied for the Heartland Company grant. If the board approves accepting the funds, they will be used for promoting the cafeteria program.

- ✓ Motion by Rob Lyons, second by Kim Norton to approve accepting the grant funding as presented.
- ✓ Vote: Ayes: 3 (Jeanie Smith, Rob Lyons, Kim Norton)
Noes: 0
Abstain: 0
Absent: 2 (Kathy Ankrom, Jeff Norstrom)

5.G. Approve Internship Credential Program Agreement with National University

Approving this agreement allows the District to hire a teacher while attending this internship credential program.

- ✓ Motion by Kim Norton, second by Rob Lyons to approve the agreement as presented.
- ✓ Vote: Ayes: 3 (Jeanie Smith, Rob Lyons, Kim Norton)
Noes: 0
Abstain: 0
Absent: 2 (Kathy Ankrom, Jeff Norstrom)

5.H. Approve Resolution 2017/18-07 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 2017/18-07 authorizes the assignment of one (1) Sonora High School teacher.

- ✓ Motion by Rob Lyons, second by Kim Norton to approve the resolution as presented.
- ✓ Vote: Ayes: 3 (Jeanie Smith, Rob Lyons, Kim Norton)
Noes: 0
Abstain: 0
Absent: 2 (Kathy Ankrom, Jeff Norstrom)

**5.I. Approve Resolution 2017/18-08 Surplus Personal Property - Two (2)
Card Catalog Cabinets**

The District no longer uses card catalogs in the library and would like to surplus the card catalog cabinets.

- ✓ Motion by Kim Norton, second by Rob Lyons to approve the resolution as presented.
- ✓ Vote: Ayes: 3 (Jeanie Smith, Rob Lyons, Kim Norton)
Noes: 0
Abstain: 0
Absent: 2 (Kathy Ankrom, Jeff Norstrom)

5.J. First Reading with Consideration to Waive Additional Readings and Approve AR and E 3541.1 Transportation for School-Related Trips

Exhibit and regulation updated to clarify that the tobacco-free schools policy applies to transporting students. Regulation updated according to federal safety standards for children under age 8.

- ✓ Motion by Rob Lyons, second by Kim Norton to waive additional readings and approve the regulation and exhibit as presented.
- ✓ Vote: Ayes: 3 (Jeanie Smith, Rob Lyons, Kim Norton)
Noes: 0
Abstain: 0
Absent: 2 (Kathy Ankrom, Jeff Norstrom)

5.K. First Reading with Consideration to Waive Additional Readings and Approve BB 9400 Board Self-Evaluation

Bylaw updated to identify strategies for strengthening board performance, including board trainings.

- ✓ Motion by Kim Norton, second by Rob Lyons to waive additional readings and approve the bylaw as presented.
- ✓ Vote: Ayes: 3 (Jeanie Smith, Rob Lyons, Kim Norton)
Noes: 0
Abstain: 0
Absent: 2 (Kathy Ankrom, Jeff Norstrom)

6. PUBLIC COMMENT PERIOD for closed session items

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 for closed session items.

7. CLOSED SESSION

- The meeting adjourned to Closed Session at 7:09 pm.

7.A. Student Matters Pursuant to Education Code Sections 35146, 48900 et seq. and 48912 (b)

Student discipline and other confidential student matters.

7.B. Personnel Matters Pursuant to Government Code section 54957
Public Employee: Discipline/Dismissal/Release/Non-reelect/Layoff

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

- The meeting reconvened to Open Session at 7:30 pm.
- No actions were taken during Closed Session.

9. BOARD ACTION REGARDING MATTERS DISCUSSED IN CLOSED SESSION

9.A. Student Matters Pursuant to Education Code Sections 35146, 48900 et seq. and 48912 (b)

Student discipline and other confidential student matters.

- No matters were presented for voting.

9.B. Personnel Matters Pursuant to Government Code section

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

- No matters were presented for voting.

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 7:31 pm.



Jeanie Smith, Board Clerk



Patrick A. Chabot, Board Secretary



Cindy Costello, Recording Secretary