

**SONORA UNION HIGH SCHOOL DISTRICT**  
**Minutes for a Regular Board of Trustees Meeting**

**August 21, 2018      6:00 PM**

Sonora Union High School District, Conference Room FL-1,  
100 School Street, Sonora, CA 95370

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**Members Present:** Jeanie Smith, President  
Kim Norton, Clerk  
Kathy Ankrom, Member  
Jeff Norstrom, Member

**Members Absent:** Rob Lyons, Member

Also present were Superintendent Mark Miller, Chief Business Official Dana Vaccarezza, Recording Secretary Cindy Costello, Principal Ben Howell, 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, Jeanie Smith called the meeting to order at 6:00 pm.

**1.B. Pledge of Allegiance**

- Jeanie Smith led the Pledge of Allegiance.

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

- ✓ Motion by Kathy Ankrom, second by Kim Norton to adopt the agenda as presented.
- ✓ Board Vote:   Ayes: 4 (Smith, Norton, Ankrom, Norstrom)  
                      Noes: 0  
                      Absent: 1 (Lyons)

**2. INTRODUCTION AND OATH OF OFFICE – SUPERINTENDENT DR. MARK MILLER**

Dr. Mark Miller will be sworn in as the Sonora Union High School District Superintendent.

- Jeanie Smith administered the oath of office to Mark Miller.

**3. PUBLIC COMMENT PERIOD for non-agendized items**

Members of the public are welcome to address the board at this time regarding non-agendized items:

- Time is limited to five (5) minutes per speaker, with a cumulative time of twenty (20) minutes.
- This is a time for comments, as opposed to dialogue, questions and answers with Board members.
  - Kristiina Thompson and Jonathan Moore welcomed Dr. Miller to the district and invited everyone to the Annual Glenn Bass Run on Sept 8.
  - Shawn Crook mentioned the upcoming FFA Welcome Back BBQ at the Wildcat Ranch on Aug 29 at 6:00 pm.

**4. COMMUNICATIONS**

#### **4.A. Information Items**

##### **4.A.A. CSEA Communication**

- There was no CSEA Communication.

##### **4.A.B. Federation of Teachers Communication**

- There was no CFT Communication.

##### **4.A.C. Superintendent Communication**

- Dr. Miller thanked the Board for having faith in him to run the District. He reported that he rode a school bus this morning. He also noted that the District may need to add one Life Skills section due to class sizes.

##### **4.A.D. Board of Trustees Communication**

- Kathy Ankrom welcomed Dr. Mark Miller.
- Jeff Norstrom said that he is glad to have Dr. Miller here.
- Kim Norton mentioned that the band play-a-thon occurred last Friday. It is a well-attended fundraiser for the band. She also mentioned that she would like to have tennis courts on campus.
- Jeanie Smith noted that she signed up for the Columbia College community swim class and loved it. The swim teachers thank the board for allowing the class.

#### **4.B. Presentation(s)**

##### **4.B.A. Summer School Report - Ben Howell**

- Ben Howell reported that summer school is four weeks long. It is offered to students who attend Sonora, Cassina and Bird High Schools and are credit deficient. Each student is allowed to earn up to twenty credits and teachers push students to earn a "C" mark rather than a "D". Students are limited to a "C" mark because the district doesn't want summer school to become a GPA inflator.

#### **5. CONSENT AGENDA**

##### **5.A. Approve the Minutes for the Board Meeting held on August 10, 2018**

##### **5.B. Approve Bills and Warrants**

##### **5.C. Approve Fund Transfer(s)**

- \$18,517.31 from the Cafeteria Fund (13) to the General Fund (01) for 2017/18 Cafeteria indirect cost transfer
- \$4,979 from the Adult Education Fund (11) to the General Fund (01) for 2017/18 Adult Ed Block Grant indirect cost transfer

- \$1,411.14 from the Adult Education Fund (11) to the General Fund (01) for 2017/18 Adult Ed and Adult Ed Block Grant workers compensation clearing transfer
- \$3,368.97 from the Cafeteria Fund (13) to the General Fund (01) for 2017/18 Cafeteria workers compensation clearing transfer

**5.D. Adopt Board Action Calendar for the 2018-2019 School Year**

- ✓ Motion by Jeff Norstrom, second by Kathy Ankrom to approve the Consent Agenda as presented.
- ✓ Board Vote: Ayes: 4 (Smith, Norton, Ankrom, Norstrom)  
Noes: 0  
Absent: 1 (Lyons)

**6. ACTION ITEMS**

**6.A. Approve Personnel Matters**

New Hire (Pending TB, Fingerprint and Certificate Clearance):

TBD, Culinary Arts Instructor, 183 days per year position, Effective August 27, 2018

- ✓ Motion by Kathy Ankrom, second by Jeff Norstrom to approve the Personnel Matters as presented.
- ✓ Board Vote: Ayes: 4 (Smith, Norton, Ankrom, Norstrom)  
Noes: 0  
Absent: 1 (Lyons)

**6.B. Approve Revised 2018/19 Department and Activity Chairpersons**

With the approved leave of absence for the culinary arts instructor, and the approval of the yearbook advisor, the District needs to revise the list of teachers fulfilling activities and department chair positions.

- ✓ Motion by Kathy Ankrom, second by Jeff Norstrom to approve the Chairpersons as presented.
- ✓ Board Vote: Ayes: 4 (Smith, Norton, Ankrom, Norstrom)  
Noes: 0  
Absent: 1 (Lyons)

**6.C. Approve Job Description for Life Skills, College and Career Advancement Advisor**

The District will be continuing with the Get Focused, Stay Focused curriculum and thus needs to create a job description to appoint someone as the advisor.

- ✓ Motion by Kathy Ankrom, second by Kim Norton to approve the Job Description as presented.
- ✓ Board Vote: Ayes: 4 (Smith, Norton, Ankrom, Norstrom)  
Noes: 0  
Absent: 1 (Lyons)

**6.D. Approve the Milk Bid for the 2018/19 School Year**

Milk Bids have been received from Crystal Creamery and Producers Dairy for the 2018/19 school year. The lowest bid was from Producers Dairy at \$0.1955 half-pint 1% low fat milk and \$0.2065 half-pint fat-free chocolate milk. District Administration recommends to the Board to award the bid to Producers Dairy.

- ✓ Motion by Kathy Ankrom, second by Kim Norton to approve the Milk Bid as presented.
- ✓ Board Vote: Ayes: 4 (Smith, Norton, Ankrom, Norstrom)  
Noes: 0  
Absent: 1 (Lyons)

**6.E. First Reading with Consideration to Waive Additional Readings and Approve BP 3470 Debt Issuance and Management**

The District is required to have a policy adopted that outlines debt management to move forward with the energy conservation and facility improvement projects with Johnson Controls, Inc. This policy fulfills the requirement.

- ✓ Motion by Kathy Ankrom, second by Jeff Norstrom to waive additional readings and approve the Board Policy as presented.
- ✓ Board Vote: Ayes: 4 (Smith, Norton, Ankrom, Norstrom)  
Noes: 0  
Absent: 1 (Lyons)

**7. 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 6:35 pm.

  
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Kim Norton, Board Clerk

  
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Dr. Mark Miller, Board Secretary

  
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Cindy Costello, Recording Secretary