

MINUTES**CERES UNIFIED SCHOOL DISTRICT****MEETING – BOARD OF TRUSTEES****November 9, 2017, 7:00 PM – District Office Board Room****2503 Lawrence Street – Ceres, California****REGULAR SCHEDULED MEETING**

Present for the regular scheduled meeting were: President Teresa Guerrero, Trustees Betty Davis, Jim Kinard, Faye Lane, Lourdes Perez, Mike Welsh and Valli Wigt, and Student Representative Josh Madariaga. Absent: Student Representative Allyson Zuleta-Alonzo. Others present: Dr. Scott Siegel, Superintendent; Dr. Denise Wickham, Deputy Superintendent of Personnel Services; Dr. Amy Peterman, Assistant Superintendent of Educational Services; Jay Simmonds, Assistant Superintendent of Student Support Services; and Dan Pangrazio, Assistant Superintendent of Business Services.

1. OPEN SESSION – 5:00 PM – District Office – Conference Room C**a. Public Comment**

President Guerrero opened the meeting at 5:00 p.m. for public comment. There was no one wishing to address the Board.

b. Study Session - 2017-2018 Planned LCFF Expenditures**c. Study Session - State Facility Program****d. Adjourn to Closed Session****2. CLOSED SESSION – Conference Room C****a. Public Employee – Discipline/Dismissal/Release (Government Code Section 54947)****b. Conference with Labor Negotiator (Government Code Section 54957.6)**

- Agency Designated Representatives: Scott Siegel, Denise Wickham and David Viss
- Employee Organizations: CUTA and CSEA

c. Public Employment (Government Code Section 54957)

- Title: Superintendent Evaluation

d. Student Discipline/Expulsions (Education Code 35146)**e. Reconvene to Open Session****3. PUBLIC MEETING – 7:00 PM – Board Room**

The meeting was convened to Open Session, where President Guerrero called the Public Meeting to order at 7:13 p.m. with a quorum present. The salute to the flag was given and Pastor Dionicio Vargas of Valley View Church of the Nazarene gave the invocation.

4. COMMENDATION/SCHOOL PRESENTATION SECTION**a. Vaughn Elementary School Presentation – *Academic Student Support Systems***

Principal Jesse Campbell reported on an academic tier program being piloted at Vaughn Elementary, with encouraging results after just a couple of months. The program's three tiers are: classroom intervention accessible to all students; goal-setting conferences with students, staff, and parents; and academic counseling. Mr. Campbell presented a video of the second-grade team sharing Tier 1 intervention strategies.

Mr. Campbell introduced Assistant Principal Steve Merchant, who reported on Level 2 intervention and presented a video testimonial from a parent whose child met his goal. Mr. Merchant also presented a video addressing Tier 3 interventions.

Dr. Siegel took this opportunity to introduce Dr. John Borba of California State University, Stanislaus. Dr. Borba presented a Lenox Crystal Apple Award to CUSD Program Specialist Alissa Martin in recognition of her selection as CSU, Stanislaus 2016 Student of the Year in the School Administration Master's Program. The Trustees and Dr. Siegel greeted and congratulated Ms. Martin.

At this time, President Guerrero offered the opportunity for those in attendance for the Commendation and School Presentation to exit the meeting.

5. APPROVAL OF AGENDA

a. Opportunity for the Board and Administration to Adjust the Published Agenda

President Guerrero offered the opportunity to make adjustments to the published Agenda. No adjustments were requested.

6. HEARING SECTION

a. Opportunity for Citizens to Address Items Not on the Agenda

President Guerrero opened a public hearing for those wishing to address an item not on the Agenda. With no one wishing to address the Board, the public hearing was closed.

7. REPORT OUT OF CLOSED SESSION

Trustee Lane reported that no action was taken in Closed Session.

8. CONSENT AGENDA

- a. Minutes of the Regular Governing Board Meeting of October 19, 2017
- b. Ratification of Warrants
- c. Ratification of Employment
- d. Ratification of Contracts and Agreements
- e. Disposal of District Property
- f. William's Settlement Complaint Report-1st Quarter 2017-2018
- g. Quarterly Investment Report - First Quarter 2017-2018
- h. Developer Fee Report for 2016-2017

Trustee Perez moved and Trustee Lane seconded to approve Consent Agenda items a-h. Ayes: Josh Madariaga, Lourdes Perez, Valli Wigt, Betty Davis, Mike Welsh, Jim Kinard, Faye Lane and Teresa Guerrero. Absent: Allyson Zuleta-Alonzo. Motion carried.

9. ACTION SECTION

a. Consideration of Student Expulsions

Trustee Davis moved, and Trustee Wigt seconded to approve the Administrative Panel's recommendations regarding Student Expulsion Case Numbers EX04-17/18 and EX05-17/18. Ayes: Lourdes Perez, Valli Wigt, Betty Davis, Mike Welsh, Jim Kinard, Faye Lane and Teresa Guerrero. Motion carried.

b. 2016-2017 Strategic Plan Evaluation Report

Assistant Superintendent of Educational Services Dr. Amy Peterman presented for review and action by the Board of Trustees the 2016-2017 Strategic Plan Evaluation Report, which provides a summary of the evaluation results along with data and responses supporting the

results of each goal. Highlights from the report were reviewed at the October 19 Board meeting.

Trustee Perez moved and Trustee Lane seconded to accept as presented the Summary Evaluation Report of the 2016-2017 Strategic Plan. Ayes: Josh Madariaga, Lourdes Perez, Valli Wigt, Betty Davis, Mike Welsh, Jim Kinard, Faye Lane and Teresa Guerrero. Absent: Allyson Zuleta-Alonzo. Motion carried.

c. Dual-Language Immersion Program at Caswell Elementary

Dr. Siegel reported that, at the October 19, 2017 Board meeting, staff identified Caswell Elementary School as the most suitable school in the District for conversion to a dual-language immersion program. Three parent meetings have been held to gauge support for the program, with parents at all meetings responding favorably. Staff is now recommending that the conversion of Caswell Elementary School to a dual-language immersion school commence with the kindergarten class of the 2018-2019 school year and subsequently advance one grade level per year.

Trustee Davis moved and Trustee Perez seconded to approve the conversion of Caswell Elementary School to a dual-language immersion program, effective with the kindergarten class of 2018-2019 and subsequently advancing one grade level per year. Ayes: Josh Madariaga, Lourdes Perez, Valli Wigt, Betty Davis, Mike Welsh, Jim Kinard, Faye Lane and Teresa Guerrero. Absent: Allyson Zuleta-Alonzo. Motion carried.

d. Budget Revision #1

Assistant Superintendent of Business Services Dan Pangrazio thanked Chief Financial Officer/Director of Fiscal Services Robin Clayton and her staff for their work on Budget Revision #1. Mr. Pangrazio presented for review and action by the Board of Trustees: Budget Revision pages showing Adopted Budget numbers, Budget Revision #1 numbers and differences by object code for all funds; an updated Reserve Trend spreadsheet reflecting the current state of District reserves and year-over-year spending; and an updated Reserve Percentage Trend graph which illustrates the District's reserve level compared to prior years and projects the level of reserves through the coming year.

Mr. Pangrazio reported that deficit spending is very common at this point in the year, but should shift to a slight surplus, as seen in prior years. The current 8.1 percent reserve should also climb to the desired range by year's end.

Dr. Siegel noted a slowing in Average Daily Attendance (ADA)

Trustee Welsh moved and Trustee Lane seconded to approve as presented Budget Revision #1. Ayes: Josh Madariaga, Lourdes Perez, Valli Wigt, Betty Davis, Mike Welsh, Jim Kinard, Faye Lane and Teresa Guerrero. Absent: Allyson Zuleta-Alonzo. Motion carried.

e. Designate Authorized Representatives for the Westport Elementary Water Grant Application Process

Mr. Pangrazio reported that, at the October 19, 2017 Board meeting, staff presented information pertaining to the Westport Elementary Water Grant opportunities. Staff is requesting the Board adopt a resolution to authorize the Superintendent or the Assistant Superintendent of Business Services to sign applications, contracts and other necessary documents.

Trustee Kinard moved and Trustee Wigt seconded to adopt as presented Resolution No. 07-17/18. Ayes: Josh Madariaga, Lourdes Perez, Valli Wigt, Betty Davis, Mike Welsh, Jim Kinard, Faye Lane and Teresa Guerrero. Absent: Allyson Zuleta-Alonzo. Motion carried.

f. **Central Valley High School New Building Project and Categorical Exemption**

Mr. Pangrazio reported that a proposed project would involve construction of two new classroom buildings, Building N and Building O, on the existing Central Valley High School grounds, to better accommodate the needs of students and staff. Building N would be 7,360 square feet with five classrooms, restrooms, staff rooms and storage. Building O would be 3,200 square feet with three classrooms a staff room, common room, and an office. The addition of eight new classrooms would accommodate a proposed increase in student enrollment capacity of 240 students, which is less than 25 percent of the total student enrollment. There are no unusual circumstances that would lead to significant impacts.

Trustee Perez moved and Trustee Davis seconded to approve the California Environmental Quality Act (CEQA) categorical exemption for the Central Valley High School future expansion project. Ayes: Josh Madariaga, Lourdes Perez, Valli Wigt, Betty Davis, Mike Welsh, Jim Kinard, Faye Lane and Teresa Guerrero. Absent: Allyson Zuleta-Alonzo. Motion carried.

g. **Call for Bids for Cattle Barn at the CUSD Agriculture Center at Hidahl Elementary**

Mr. Pangrazio reported that staff is recommending that the Board call for bids for the building of a cattle barn at the CUSD Ag Center. Mr. Pangrazio noted that half of the facility would be used for sheep and goats.

Trustee Wigt moved and Trustee Davis seconded to call for bids for the building of a cattle barn at the CUSD Agriculture Center at Hidahl Elementary. Ayes: Josh Madariaga, Lourdes Perez, Valli Wigt, Betty Davis, Mike Welsh, Jim Kinard, Faye Lane and Teresa Guerrero. Absent: Allyson Zuleta-Alonzo. Motion carried.

h. **Request for Qualifications for the Remodeling of the Virginia Parks Elementary Kitchen Facility**

Mr. Pangrazio reported that staff is seeking approval to post a Request for Qualifications to accept submissions from pre-qualified builders to remodel the Virginia Parks Elementary kitchen facility. District staff is working with site administration to ensure minimal impact to students, as the project would extend from summer into the school year.

Trustee Davis moved and Trustee Wigt seconded to authorize staff to post a Request for Qualifications for the remodeling of the Virginia Parks Elementary kitchen facility. Ayes: Josh Madariaga, Lourdes Perez, Valli Wigt, Betty Davis, Mike Welsh, Jim Kinard, Faye Lane and Teresa Guerrero. Absent: Allyson Zuleta-Alonzo. Motion carried.

i. **Refunding of Measure U Bonds and Issuance of New Bonds Using Bonding Authority Under Measure U**

Dr. Siegel reported that, in 2008, voters approved Measure U, which authorized \$60 million in bond issuance; however, only \$45 million in bonds were issued before assessed values plummeted to a level that caused the Measure U tax rate to exceed a promised cap of \$60 per \$100,000 in assessed value. This left \$15 million in unused bonding authority.

The District's financial advisor has proposed a bond refinance and issuance scenario that would accomplish three goals:

- 1) Significant savings to taxpayers
- 2) Reduction of the Measure U tax rate to less than \$60 per \$100,000 of assessed value
- 3) Issuance of new bonds under the Measure U authority within the tax rate delineated above

Dr. Siegel reported that this scenario would reduce the debt repayment over the lifetime of the bond from \$189 million to \$175 million, saving taxpayers \$14 million, in addition to

allowing the issuance of the remaining \$15 million in Measure U bonds. If approved, staff will work with the District's financial advisor and bond council to bring a resolution to a Board meeting in December. This timing is necessary due to a tax package being considered by Congress that, if passed, would eliminate the tax-exempt component of this type of refinancing effective January 1, 2018.

Trustee Davis moved and Trustee Lane seconded to approve in concept the refunding and issuance of Measure U Bonds and authorize staff to take necessary steps to prepare for a Board resolution at a future meeting. Ayes: Josh Madariaga, Lourdes Perez, Valli Wigt, Betty Davis, Mike Welsh, Jim Kinard, Faye Lane and Teresa Guerrero. Absent: Allyson Zuleta-Alonzo. Motion carried.

j. Addendum to Superintendent's Employment Agreement

Dr. Siegel reported that ongoing increases to the California State Teachers' Retirement System (CalSTRS) employer rate are hindering the District's ability to pass along Cost of Living Adjustments (COLAs) to employees, because the increases frequently exceed the COLA. A proposed amendment to the employment agreement between the Ceres Unified School District and the Superintendent would limit the COLA in the Superintendent's compensation formula by only applying the difference, if any, between the COLA and the CalSTRS rate increase. Dr. Siegel presented the proposed addendum for review and action by the Board of Trustees.

Trustee Lane moved and Trustee Welsh seconded to approve as presented the Addendum to the Employment Agreement Between the Ceres Unified School District and Scott Siegel. Ayes: Josh Madariaga, Lourdes Perez, Valli Wigt, Betty Davis, Mike Welsh, Jim Kinard, Faye Lane and Teresa Guerrero. Absent: Allyson Zuleta-Alonzo. Motion carried.

k. CUSD Foundation Bylaws Amendments

Dr. Siegel reported that the Ceres Unified School District Foundation is amending Article II of its bylaws with regard to Section II, Purpose, adding language regarding the awarding of scholarships to graduating students of Ceres. Also, the addition of Article XIII addresses the acquisition of charitable assets resulting from the merger of the Ceres Education Foundation with the Ceres Unified School District Foundation.

Trustee Davis moved and Trustee Kinard seconded to Approve the amended language of Article II and addition of Article XIII of the CUSD Foundation bylaws. Ayes: Josh Madariaga, Lourdes Perez, Valli Wigt, Betty Davis, Mike Welsh, Jim Kinard, Faye Lane and Teresa Guerrero. Absent: Allyson Zuleta-Alonzo. Motion carried.

l. Date of 2017 Organizational Meeting

Dr. Siegel reported that, pursuant to Education Code, the Governing Board of each school district must hold an annual organizational meeting within the 15-day period beginning with the first Friday in December and ending on the third Friday in December. For the 2017-2018 fiscal year, the meeting must take place between December 1-15, 2017.

Given that a regular meeting of the CUSD Board of Trustees is scheduled to occur on December 7, 2017 at 7:00 p.m., and falls within the prescribed 15-day period, it is recommended that the organizational meeting be conducted at that time.

At the organizational meeting, the Board of Trustees will be asked to:

- Administer the Oath of Office to Newly Re-elected Trustees
- Elect a President and Clerk
- Appoint a representative to vote on the Members of the County Committee on School District Organization

- Appoint representatives to the City and School 2+2+2 Committee
- Approve the Board of Trustees 2018 meeting calendar (attached for review as Information & Study Item 10. i. below)

Trustee Kinard moved and Trustee Welsh seconded to establish the date and time of the 2017 organizational meeting as Thursday, December 7, 2017 at 7:00 p.m. in the District Office Board Room, 2503 Lawrence Street, Ceres. Ayes: Josh Madariaga, Lourdes Perez, Valli Wigt, Betty Davis, Mike Welsh, Jim Kinard, Faye Lane and Teresa Guerrero. Absent: Allyson Zuleta-Alonzo. Motion carried.

m. Proposed Revision to BP 3100

Mr. Pangrazio reported that an update to Board Policy (BP) 3100 - Business and Noninstructional Operations, was presented for review by the Board of Trustees at the October 19, 2017 Board meeting. Mr. Pangrazio presented the proposed update for review and action by the Board of Trustees.

Trustee Wigt moved and Trustee Davis seconded to approve as presented the proposed revision to Board Policy 3100. Ayes: Josh Madariaga, Lourdes Perez, Valli Wigt, Betty Davis, Mike Welsh, Jim Kinard, Faye Lane and Teresa Guerrero. Absent: Allyson Zuleta-Alonzo. Motion carried.

10. INFORMATION & STUDY

a. Superintendent's Report

Dr. Siegel reported that he has enjoyed presenting to stakeholders with Dr. Peterman in the past few weeks on programs that are possible using targeted funds. Dr. Siegel reported that he has also enjoyed the opportunity to begin attending principal-parent coffee meetings, and has visited Vaughn Elementary, Blaker-Kinser Junior High, Parks Elementary, and Don Pedro Elementary to date.

b. Board Report

Student Representative Josh Madariaga reported on athletics, academics and other activities at Ceres High School. Central Valley High School Student Representative Allyson Zuleta-Alonzo was not present to report.

The Trustees reported on their attendance at site, District and community events.

c. Association Report

Karie Dias, President of California School Employees Association, Chapter 140 (CSEA), reported that CSEA membership approved the Tentative Agreement with the District. Ms. Dias also invited the Trustees to participate in a November 18 golf tournament to raise funds for CSEA's scholarship program.

JoDee Bonales, President of the Ceres Unified Teachers Association (CUTA), had nothing to report.

d. Local Indicators - California Dashboard

Dr. Peterman reported that, in addition to the seven state indicators that are part of the California School Dashboard, there are also local indicators. Districts must measure their progress using locally available information, report results to governing boards, and upload/publically report results through the Dashboard. Four local indicators are aligned with the eight state priorities of the Local Control Accountability Plan (LCAP): Basics, Implementation of Academic Standards, Parent Engagement, and Local Climate Survey.

Dr. Peterman reported on the Basics indicator which encompasses teacher assignments, instructional materials and school facilities, noting that 97 percent of teachers are appropriately assigned (with others teaching non-core subjects), all students have access to instructional materials, and annual site facility visits indicate that all facilities are in good repair.

Dr. Peterman reported on the Academic Standards indicator which includes four content areas: ELA/ELD, Math, Science, and Social Studies. Data from a self-evaluation document reflects our progress in implementing curriculum standards.

Dr. Peterman reported on the Parent Engagement indicator for which local measures include Safe & Civil Schools survey questions and participation in programs including volunteer assistance, school site councils, English Learner Advisory Committee training, and LCAP stakeholder meetings. Sites also monitor and report attendance numbers for workshops.

Dr. Peterman reported on the Local Climate Survey indicator for which local measures include a California Healthy Kids Survey and Safe & Civil Schools Survey administered to students, with responses monitored and reported in the LCAP/strategic plan.

Dr. Peterman reported that local indicators are reported at the state level as met or not met. For CUSD, all four indicators are met.

e. Educational Options Programs

Assistant Superintendent of Educational Options Jay Simmonds presented information related to Educational Options programs and provided an overview specific to the After School Education and Safety (ASES) program, the Academic Intervention Program (AIP), and Summer School.

Mr. Simmonds reported that the ASES program serves 3,500 students per day in grades TK through eighth, providing enrichment calendars, intramural sports and other activities along with free snacks and supper at 13 sites. The program employs more than 230 staff and professional development opportunities are available.

Mr. Simmonds reported that the AIP program serves 1,100 students in first through sixth grades. Teachers utilize a standards-based program and pacing guide aligned to essential standards, with ELD classes and tutoring support available. Formal observations as well as site visits are conducted, and professional development is provided for non-CUSD staff.

Mr. Simmonds reported that Summer School serves 2,500 kindergarten- through sixth-grade students, 700 junior high students, and 2,100 high school students. In 2017, the program was staffed by 265 teachers and 100 classified employees.

Mr. Simmonds reported on other programs including FACTOR (Families Acting Towards Results); STEP (Student to Educator Program); behavior intervention, migrant education, Creative Learning, tutoring support, Adult School, and the AB 288 program through which Ceres teachers are certified to teach junior college-level classes during the day at CUSD.

Mr. Simmonds commended Coordinator Dallas Plaa on his work in Educational Options.

f. Enrollment Update

Director of Child Welfare and Attendance Jose Beltran presented a chart of information on District enrollment and Average Daily Attendance (ADA), including Adopted Budget projected enrollment and ADA, 1st Budget Revision projected enrollment and ADA, and actual enrollment and ADA of 13,687 and 13,107, respectively, on October 27, 2017. Mr. Beltran noted that the numbers for Whitmore Charter School are shown separately since it is not in the General Fund.

Dr. Siegel noted that we are seeing some early signs of declining enrollment.

g. District Equipment Replacement Reserve Prioritized Funding List

Mr. Pangrazio reviewed an updated list of equipment that is in need of replacement, repair or purchase. The list includes purchases made in prior fiscal years, purchases made or scheduled in the current fiscal year, and potential purchases for the following two years.

Mr. Pangrazio reported that the list will be used to guide expenditures made from the Equipment Replacement Reserve. Due to current year budget considerations, several 2017-2018 and 2018-2019 items may be postponed.

Mr. Pangrazio reported that, currently, staff estimates that there will be a balance of approximately \$440,953.07 in the Equipment Replacement Reserve at the end of the 2017-2018 fiscal year, should no further purchases above the budget be made.

h. Office of Head Start Memorandum

Assistant Superintendent of Student Support Services Jay Simmonds reported that the Head Start Act requires the sharing of accurate and regular information about the Ceres Head Start program with the School Board. Mr. Simmonds presented for review by the Board of Trustees an Information Memorandum containing new compliance dates for background check procedures and Quality Rating Scale and Improvement Systems (QRIS) for the Head Start program.

i. Proposed 2018 Board of Trustees Meeting Calendar

Dr. Siegel presented for review by the Board of Trustees the proposed 2018 meeting calendar. The calendar will be brought for action at the Organizational Meeting on December 7, 2017.

11. RESEARCH

“Seal on diploma will be badge of honor for civically active California Students,” *EdSource*, October 31, 2017

12. ADJOURNMENT

President Guerrero adjourned the meeting at 8:35 p.m.

Respectfully Submitted,

Scott Siegel, Ed.D.
Secretary to the Board of Trustees