

# SONORA UNION HIGH SCHOOL DISTRICT

## Regular Board of Trustees Meeting

August 13, 2019 6:00 PM

100 School Street, Room FL-1, Sonora, CA 95370

---

### **Trustee Members Present:**

Jim Riggs, President

Kim Norton, Clerk

Erik Andal, Member

Nancy Scott, Member

### **Trustee Member Absent:**

Jeanie Smith, Member

**Others Present:** Superintendent Mark Miller, Chief Business Official Dana Vaccarezza, Recording Secretary Cindy Costello, Principal Lance Morrow, Assistant Principal Karen Sells, SUHSD staff, and community members.

## **1. OPENING BUSINESS**

### **1.1. Call to Order and Establishment of Quorum**

Establishing a quorum, Trustee Riggs called the meeting to order at 6:00 pm.

### **1.2. Pledge of Allegiance**

Trustee Riggs led the Pledge of Allegiance.

### **1.3. Adopt Agenda**

Motion by Trustee Scott, second by Trustee Andal to adopt the Agenda as presented.

Carol Doud urged the board to approve this agenda because it is the most positive agenda she's seen in a long time.

Ayes: Andal, Norton, Riggs, Scott

Absent: Smith

Motion Passes

## **2. PUBLIC COMMENT for non-agendized, reports and information items**

Rationale:

Members of the public are welcome to address the board at this time regarding non-agendized, reports and information items: Time is limited to five (5) minutes per speaker, with a cumulative time of twenty (20) minutes. This is a time for members of the public to comment and for board members to listen.

Carol Doud gave her condolences to the board for the situation that has been disclosed in the newspapers, and then shared information of upcoming events in the community.

Dana Vaccarezza cited that Dr. Miller is almost at his one-year anniversary date and shared her appreciation for him and his leadership abilities.

Dina Pinocchio mentioned that she has noticed the improved communication and transparency in the district and she is looking forward to continuing in a positive direction.

### **3. PRESENTATION**

#### **3.1. Positive Behavior Interventions and Supports (PBIS) - Lance Morrow**

Lance Morrow introduced the Sonora High School PBIS leadership team comprised of staff members Will Sarkisian, Mark Alberto, Cherie Alberto, Maggie Hodson, Greg Smith and student Bobbie Wilson. SHS has completed the first of the three-year roll-out process and have heard positive feedback thus far. The group detailed the steps that have been completed and what will occur in the next two years.

### **4. REPORTS AND INFORMATION ITEMS**

#### **4.1. Classified Employee Report**

Danny Hinkel mentioned the new hires listed on the personnel recommendation and shared that the CSEA group will hold its August meeting on the 22<sup>nd</sup>.

#### **4.2. Certificated Employee Report**

There was no report shared.

#### **4.3. Superintendent Report**

Rationale:

See attached documents

Dr. Miller confirmed that it was exactly one year ago that he attended his final meeting with his last school district. He then highlighted portions of his superintendent report.

#### **4.4. Board of Trustees Report**

Trustee Norton shared that she likes the fact that the district is capitalizing on available grant money to fund the roll-out of PBIS. She then asked about when test results would be available from the current water and land quality testing.

Dr. Miller responded that our air, water and dirt quality has been tested for about a decade and this current testing is a continuation of that. All test results are available from previous years and the district will share the results from the current testing when they are made available.

Trustee Norton suggested we include something student related at the board meetings to remind us of the reason we are here.

#### **4.5. Board Correspondence**

Trustee Riggs noted that the district was asked to share the attached letter at the board meeting.

#### **4.6. Quarterly Report on Williams Uniform Complaints - Mark Miller**

Rationale:

The District received no complaints this quarter regarding Williams-related issues which include deficiencies related to instructional materials, conditions of facilities that are not safe, or teacher misassignment/vacancy.

### **5. DISCUSSION ITEMS**

#### **5.1. Maintenance and Operations Department Update - Mark Alberto**

Rationale:

Bud Castle Gym roof replacement update, Aquatic Center operational cost update and highlight of department accomplishments.

Mark Alberto presented the damaged roof of Bud Castle Gym and the need to replace it. He explained the pros and cons of composite vs. metal materials and the cost difference.

Trustee Norton asked if DSA approval was needed for the other metal roofs on campus.

Mark Alberto responded that they were replaced as part of bond projects that required DSA approval.

Trustee Andal asked if the roof needs to be replaced now or if it could wait.

Mark Alberto said that the work should absolutely be done now. The roof leaked last winter and he doesn't want the gym floor to be compromised. The work can also be done while school is in session.

Will Sarkisian asked about the timeline for the roof replacement.

Mark Alberto said the work is expected to take two months to complete.

Trustee Norton asked how long it takes to get DSA approval.

Mark Alberto said that is an unknown factor but expects it to be about four weeks.

Trustee Andal asked which funds would be used to pay for the work.

Dana Vaccarezza stated that the deferred maintenance fund and Fund 40 would be used.

Mark Alberto also shared maintenance and beautification projects that have been completed during the summer. They include improved lighting at the staff parking lot and for the crosswalk from the cafeteria to the science buildings, repaving and patch work of parking lots and the gathering area at the gym, and clearing of the creek to avoid flooding in the rain season.

Trustee Norton commended the department for doing a fantastic job. She shared that she appreciated being shown what maintenance is being done and is looking forward to seeing a long-term maintenance plan.

### **5.2. District Goal No. 8 School Culture**

Rationale:

District Goal 8: School Culture - All members of our educational community will engage in positive relationships promoting a culture of cooperation, trust, respect, and personal safety.

Dr. Miller explained that the passion that people have in what they do impacts school culture.

Maggie Hodson said that watching the Maintenance and Operations presentation made her excited to come back to work. She feels safe here knowing what they are accomplishing.

Trustee Andal suggested that gathering more information to make good decisions rather than making uninformed decisions in the future would help morale too.

Trustee Riggs asked Lance Morrow and Mark Miller for ideas of how they plan to improve school climate.

Dr. Miller shared that PBIS has it all.

Lance Morrow remarked that PBIS will improve school culture because it clearly defines expected behavior and explains it to the students through branding and PowerPoint, and providing the expectations in a positive manor.

### **5.3. 7-11 District Advisory Committee**

Dr. Miller explained that only one person has applied to be a committee member.

Davina Lane asked where the district advertised. She suggested using social media to widen the net of possible applicants. She also mentioned that the Historic Dome Preservation Group is reaching out to gain interest.

Dr. Miller stated that the district has advertised in the newspaper, sent out emails, phone calls and texts to all staff and parents, and have posted it on the website.

Trustee Andal suggested Dr. Miller bring up the need at the next rotary meeting he attends.

Dr. Miller mentioned that he will plan to ask at the meeting next week after he has become a member. He will also direct the IT department to post it on district social media.

#### **5.4. Suggestions for New Business**

Trustee Norton asked for an update on the plans for the old pool.

Mark Alberto shared that the district received a bid for work a couple of years ago but the district couldn't afford it. In the meantime his department is clearing out equipment and mowing the grass so it doesn't look neglected.

### **6. ACTION ITEMS - CONSENT AGENDA**

Rationale:

Consent agenda items combine routine business into one agenda item as a whole. Therefore, the consent agenda can be approved in one action rather than multiple motions on each item separately.

Motion by Trustee Norton, second by Trustee Andal to approve the consent agenda as presented.

Ayes: Andal, Norton, Riggs, Scott

Absent: Smith

Motion Passes

#### **6.1. Approve Regular Board Meeting Minutes Dated July 9, 2019**

#### **6.2. Approve Special Board Meeting Minutes Dated July 9, 2019**

#### **6.3. Approve Special Board Meeting Minutes Dated August 6, 2019**

#### **6.4. Approve Bills and Warrants for the Month of July 2019**

#### **6.5. Approve Fund Transfers**

#### **6.6. Approve Revised Resolution No. 2019/20-01 Establish Temporary Interfund Transfers**

Rationale:

The Board approved the resolution at their meeting on July 9, 2019, but a clerical error was found and the revised resolution needs board approval. The revision

included the change of the fiscal year noted in the resolution from 2018/19 to 2019/20.

**6.7. Approve Revised 2019-2020 Classified Salary Schedule**

Rationale:

The longevity on the previous salary schedule was set according to old contract language that read "The 'base' is defined as Range 1, Step 1 of the salary schedule." The revised salary schedule reflects the new contract language for longevity that was agreed upon during the 2018-2019 negotiations and board approved on June 11, 2019. The new contract language states "The 'base' is defined as Step 1 of the first occupied Range of the salary schedule."

**6.8. Approve Job Description for Senior Office Specialist-Data Technician**

Rationale:

As part of the reorganization of the Instructional Technology Department, the District recommends revising the job description of the Computer Operations Technician and renaming it as Data Technician for clarity.

**6.9. Approve Job Description for Senior Office Specialist-Attendance**

Rationale:

The District recommends moving the responsibility of substitute calling to the data technician position to alleviate some of the responsibilities of the attendance clerk. Long-term planning includes implementing an electronic substitute calling system.

**6.10. Approve 2019-2020 Board Action Calendar**

**6.11. Approve the Milk Bid for the 2019-2020 School Year**

Rationale:

Milk Bids were solicited from Crystal Creamery and Producers Dairy for the 2019-2020 school year. The only bid received was from Producers Dairy at \$0.2298 half-pint 1% low fat milk and \$0.2371 half-pint fat-free chocolate milk. District recommends awarding the bid to Producers Dairy.

**6.12. Approve 2019/20 - 2021/22 Work Experience Education (WEE) Program Plan and Application**

Rationale:

The District must have a WEE Plan in place in order to offer the work experience course to its students.

**6.13. Approve Renewal Agreement with Vanguard got 403(b) Services**

**6.14. Approve Renewal Agreement with Fidelity Investments 403(B) Program Recordkeeping and Administrative Services**

**6.15. Approve 2019-2020 Agreement with Frontline**

Rationale:

In an effort to become more efficient and remove some of the duties of the attendance position, the district recommends moving to an automated absence system. The cost to the district is a start-up fee of \$4,275 and \$4,500 annually.

## 7. ACTION ITEMS - DISCUSSION

### 7.1. Approve Personnel Recommendations

Rationale:

See attached document

Motion by Trustee Scott, second by Trustee Andal to approve the personnel recommendations as presented.

Dr. Miller noted that one paraprofessional was removed from the list as she accepted a job elsewhere.

Ayes: Andal, Norton, Riggs, Scott

Absent: Smith

Motion Passes

### 7.2. Approve Revised 2019-2020 Board Meeting Schedule

Rationale:

At the request of the board, the district has created a revised meeting schedule.

Motion by Trustee Norton, second by Trustee Scott to approve the revised meeting schedule as presented.

Ayes: Andal, Norton, Riggs, Scott

Absent: Smith

Motion Passes

## 8. PUBLIC COMMENT for closed session items

Rationale:

Members of the public are welcome to address the board at this time regarding closed session items: Time is limited to five (5) minutes per speaker, with a cumulative time of twenty (20) minutes. This is a time for members of the public to comment and for board members to listen.

There was no public comment.

## 9. CLOSED SESSION

The meeting adjourned to closed session at 7:31 pm.

### 9.1. Conference with Legal Counsel--Anticipated Litigation pursuant to Government Code sections 54956.9(d)(2) - (3)

Rationale:

Significant exposure to litigation pursuant to Section 54956.9(d)(2) - (3): One Case concerning the Wildcat Ranch

**9.2. Conference with Legal Counsel - Existing Litigation: Parent v. Sonora UHSD, et. al., OAH Case No. 2019070252**

**9.3. Personnel Matters Pursuant to Government Code section 54957;**

Rationale:

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

**9.4. Public Employee Performance Evaluation pursuant to Government Code section 54957; Title: Superintendent**

**10. RECONVENE TO OPEN SESSION**

The meeting reconvened to open session at 8:43 pm.

**10.1. Report Out from Closed Session**

There was no action to report from closed session.

**10.2. Conference with Legal Counsel--Anticipated Litigation pursuant to Government Code sections 54956.9(d)(2) or (3)**

Rationale:

Significant exposure to litigation pursuant to Section 54956.9(d)(2) - (3): One Case concerning the Wildcat Ranch

Nothing was presented for voting.

**10.3. Conference with Legal Counsel - Existing Litigation: Parent v. Sonora UHSD, et. al., OAH Case No. 2019070252**

Nothing was presented for voting.

**10.4. Personnel Matters Pursuant to Government Code section 54957;**

Rationale:

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

Nothing was presented for voting.

**10.5. Public Employee Performance Evaluation pursuant to Government Code section 54957; Title: Superintendent**

Nothing was presented for voting.



**11. ADJOURNMENT**

Rationale:

Pursuant to Board Bylaw 9322, late agenda material related to open session can be inspected in the superintendent's office at 100 School Street, Room FL-2, 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 1, 48 hours prior to the meeting.

With no further business, the meeting was adjourned at 8:44 pm.

---

Kim Norton, Board Clerk

---

Mark Miller, Ed.D, Board Secretary

---

Cindy Costello, Recording Secretary