



**MINUTES  
REGULAR MEETING OF THE  
GOVERNING BOARD OF THE  
SOLEDAD UNIFIED SCHOOL DISTRICT  
DISTRICT OFFICE BOARD ROOM  
1261 METZ ROAD, SOLEDAD, CA 93960  
THURSDAY, FEBRUARY 15, 2018**

**I. OPENED BUSINESS – 5:30 PM**

- A. Called Public Session to Order
- B. Roll Called  
Mrs. Josie Perez-Aguilera, President (left at 6:45 p.m.)  
Mrs. Jodi Massa, Vice-President  
Mrs. Monica Pantoja, Clerk  
Mr. Jaime Fernandez, Trustee  
Mr. Javier Galvan, Trustee  
Mr. Timothy J. Vanoli, Superintendent
- C. Approved the Closed Session Agenda

**MOTION TO APPROVE CLOSED SESSION AGENDA BY: Jodi Massa SECONDED BY: Monica Pantoja AYES: Mr. Fernandez, Mr. Galvan, Mrs. Massa, Mrs. Pantoja, Mrs. Perez-Aguilera NAYS: None ABSENT: None**

- D. Allowed for Public Comment on Closed Session Topics  
There were no public comments on closed session topics
- E. Immediately Adjourned to Closed Session

**II. CLOSED SESSION**

- A. Personnel
  - 1. Discipline, Dismissal, Complaints, Reassignments/Release (Government Code 54957)

**III. RECONVENE TO OPEN SESSION – 7:00 p.m.**

- A. Pledge of Allegiance by the Soledad High School NJORTC Cadets lead by Captain Pedro Gomez
- B. Report of action taken in closed session  
Vice-President, Jodi Massa reported that in closed session the Board took the following action:
  - 1. Adopted Resolution No. 2-01-18:

In closed session, the Board took action to issue a notice of nonreelection to probationary certificated employees with Identification Numbers as follows:

**Employee ID**

01-620  
01-621  
01-622

**Employee ID**

01-623  
01-627  
01-637  
01-639  
01-641  
01-642  
01-644  
01-645  
01-646  
01-647  
01-648  
01-649  
01-650

Pursuant to Education Code section 44929.21, subdivision (b), effective at the end of the 2017–2018 school year. The Board directed the Superintendent or designee to send out appropriate legal notices. The roll call vote was as follows:

**ON A MOTION BY: Josie Perez-Aguilera SECONDED: Jodi Massa AYES: Mr. Fernandez, Mr. Galvan, Mrs. Massa, Mrs. Pantoja, Mrs. Perez-Aguilera NAYS: None ABSENT: None**

2. Adopted Resolution No. 2-02-18

In closed session, the Board took action to issue a notice of the nonreelection to temporary certificated employees with identification numbers as follows:

01-619  
01-651

Pursuant to Education Code section 44954, effective at the end of the 2017–2018 school year. The Board directed the Superintendent or designee to send out appropriate legal notices. The roll call vote was as follows:

**ON A MOTION BY: Josie Perez-Aguilera SECONDED: Jodi Massa AYES: Mr. Fernandez, Mr. Galvan, Mrs. Massa, Mrs. Pantoja, Mrs. Perez-Aguilera NAYS: None ABSENT: None**

C. Approved the Board Agenda

**MOTION TO APPROVE AGENDA BY: Jaime Fernandez SECONDED BY: Javier Galvan AYES: Mr. Fernandez, Mr. Galvan, Mrs. Massa, Mrs. Pantoja, Mrs. Perez-Aguilera NAYS: None ABSENT: None**

IV. COMMUNICATIONS

A. Oral Communications

1. Audience

Flor Canety and Veronica Fernandez, members of the Sober Grad Committee for 2018, addressed the Board to ask them for their personal and Board financial support to host the annual event for graduating seniors. At their next meeting of March 5, 2018, they will decide on the theme.

2. Students of the Month

a. Main Street Middle School

Mr. Olsen, Principal, introduced James Pantoja as the Student of the Month. James was not able to attend the Board meeting; but his mom, Mrs. Monica Pantoja, received the certificate of recognition in his place.

b. Soledad High School

Mr. Walker, Assistant Principal, introduced Arilene Rios as the Student of the Month for Soledad High School.

c. Community Education Center

Mr. Lopez, Principal, introduced Fatima Garibay as the Student of the Month for Pinnacles High School

3. Employees of the Month – Rose Ferrero Elementary

Mr. Frank, Principal introduced the Employees of the Month as follows:

Classified Employee:	Blanca Camarena, Secretary III
Certificated Employee:	Nicole Miller, Teacher

4. Board Member comments

- Trustee Fernandez congratulated the Students of the Month and the Employees of the Month. He also thanked the Principal for preparing the students with their nice presentations to the Board.
- Trustee Galvan also congratulated the Students and all Employees of the Month and highlighted Mrs. Tucker for helping his child succeed.
- Trustee Pantoja said she appreciated all teachers and staff for all they do to help support and encourage all their students.
- Trustee Massa agreed with everyone's comments. On the topic of the Sober Grad Committee, she said it was very important to support the event and encouraged everyone in the audience to help raise money for the vent and if they know anyone who is able to, to point them in their direction. Student groups like Sober Grad, SEF, ROTC, and SkillsUSA need everyone's help to support our students.

Mrs. Massa also announced that the Carnival is coming April 12-15 at Frank Ledesma. She thanked the school and staff or allowing them to host the Carnival and letting the Soledad Education Foundation use their field. In turn that helps them to contribute to other organizations.

- Trustee Fernandez also thanked everyone to put the PowerPoint presentations together for the Employees of the Month. It was nice to see all the employees from each school site be recognized and asked Mr. Vanoli to pass the message. Mr. Vanoli said that was Ms. Woodrow's idea.

5. Facilities Report – Mr. John Dominguez

Mr. Dominguez from School Site Solutions gave an update on the construction projects:

- Districtwide Solar Project: He commended the district for being so progressive. He will be traveling to Washington, D.C to speak to our legislators on lobbying for this cause and will showcase the District's solar project in Soledad. He will be there April 17-25, 2018. The districtwide project is about 75% complete. Main Street Middle School is lagging because they had to relocate the solar arrays. The power will need to be shut down at each site for about 6 hrs. He will notify the site principal affected. The dates will be on Saturdays.
- Proposition 39 projects: Mr. Dominguez will also talk about this project on his trip to Washington, D.C. The district applied and received Prop 29 grant money and LED lights, thermostat and HVAC will be replaced over the spring break. The HVAC will be at San Vicente because they are the ones who qualified being the oldest school.

6. Maintenance, Operations, Transportation, Food Services – Mr. Cesar Vega

- Transportation: Mr. Vega, CBO reported that his department had taken corrective action to address a parent concern regarding their child being dropped off at the wrong address. He had a department meeting with all drivers the safety concerns and importance of aping attention to the bus routes. A next step is to issue bus passes to all K-3 students and Special Education students by the end of the month.

• *Followed by a five (5) minute recess*

7. Auditor's Report – Vavrinek, Trine, Day & Co., LLP

Mr. Bill Williams, Auditor, gave a presentation to the Board and highlighted parts of the main audit report.

- Findings: Mr. Williams Commended the district as in 2016/2017 the district had nine (9) findings, this year it was only one. Lots of cleanup has occurred in the district.
- 10% reserve: Mr. Williams also commended the District of keeping their 10% reserve and that is what auditors like to see in districts' reserves. When auditors see the minimum reserve, oftentimes it creates a negative certification for that district.
- Cafeteria Fund: Deficit caused by students' not paying for their meal; but district to make sure these get paid. They (auditors/state), does not like to see a big balance on this account.)
- Commended the district for offering ASB training to their staff. Audit

was very good this year. There were no control findings this time.

- Bond report: All bonds have been sold. They audited about 75% of invoices and all was clean as well. He commended the district for a well job done. Trustee Massa said it was gratifying to hear about the building fund and the 10% reserve. The Board has received much criticism for keeping its reserve at 10%. Mr. Williams said the money goes fast in an emergency.
- Mr. Williams also commended he district for putting aside \$1 million dollars for capital outlay.
- STRS/PERS – good to set aside money for expenses you know are coming and all district need to plan for these.

8. Special Education Implementation Plan – Dr. Jackie Kirk-Martinez  
Dr. Jackie Kirk-Martinez reviewed the Implementation Plan for Special Education:

2016 there was a Special Education Study. Recommendations:

**Organizational Structure** (1 & 2)

Persons responsible: Persons Responsible: Cabinet members, Director of Special Education

- Reconfigure the administrative responsibility for special education under the full time special education administrator.
- Re-define the classified support role of the program coordinator.  
Consider a title change that aligns with support role rather than program coordination which is a leadership role. The Director of Special Education would be responsible for the Program Specialists/TOSA, Secretary A, Secretary B and the 2 translators.

**Identification (1):** Implement a consistent coherent process for the identification of students with special needs beginning with SST and the Multi-tiered systems of support. Staff responsible: staff from student services, site admin, all staff

1. Implement SST districtwide at all schools, and monitor the processes and procedures.
2. Develop and implement an SST handbook.
3. Develop and implement consistent districtwide SST forms and progress monitoring expectations.
4. Implement and establish baseline expectations for RtI2 at all sites.
5. Develop consistent RtI2 forms and progress monitoring expectations districtwide.
6. Provide professional development on the SST process and RtI2, based on a needs assessment. Implement MTSS at all schools.
7. PBIS at all schools; ensure the Curriculum and Instruction Department leads this effort.

**Program Services (4):** Identify staff to oversee services for students who are being served outside of the district.

Persons responsible: Director of Special Education, Program Specialist

1. Transfer all case management for students in Nonpublic Schools and County Programs to the Program Specialist/Teacher on Special Assignment.
2. Provide training on the IEP process for students placed in alternative placements.
3. Ensure that the Program Specialist/TOSA visits the programs and services that district students are enrolled in outside the district.

**Staffing (3):** Coordinate regular meetings to ensure all district staffing procedures are being followed.

Person responsible: Human Resources (Classified and Certificated) Director of Special Education, Fiscal Director

1. Verify staffing documents against human resources and school site data by September 15 of each year.
2. October 1, schedule a meeting with Human Resources and finalize staffing for the school year.
3. Set up monthly meetings between HR and Special Ed to discuss any changes in staffing.

**1:1 Assistants (1)**

Develop and strictly follow policy and procedures for the use of special circumstance instructional assistants rather than 1:1 positions along with general instructional assistant guidelines.

**1:1 ASSISTANTS (2)**

2. Develop and strictly follow policy and procedures to assist with assigning, supporting, fading, and dismissing 1:1 instructional assistant services.
4. Provide mandatory training to special education staff and school site administrators on the policy and procedure for determining the need for 1:1 instructional assistants (special circumstance instructional assistants).

**1:1 ASSISTANTS (3, 4)**

3. Develop policy and procedures to include the establishment of monitoring and fading plans at IEP meetings. This is important to promote independence of the students and to reduce dependence. It is also necessary for efficiency purposes.

**Non Public Agencies (1)**

1. Explore options to reduce nonpublic agency costs for behavioral support for individual students.

Persons responsible: H.R., and Director of Special Education

1. Create at least a half time behavioral specialist to eliminate the use and high cost of NPA agencies.
2. Consider splitting a behaviorist position with another school district.
3. Research the cost differences between nonpublic agencies other than Tucci Aides in an effort to maintain quality to reduce costs.
4. Seek SELPA assistance in the provision of behavior support within member districts.

Medi-Cal (3 & 4)

3. Begin acting on the reports provided by vendor for participation in LEA billing to assist staff in habit of responding in a timely fashion when the LEA Medi-Cal billing model changes.
4. Develop a protocol for staff to ensure that monthly billing for LEA is complete and timely.

Persons Responsible: Director of Special Education and Asst. Superintendent of Student Support Services

1. Establish procedures for timely submission for reimbursement by designated staff members.
2. Build accountability standards into the procedures.
3. Develop a computer protocol for tracking the timely and accurate submission of reimbursement
4. Provide training for all staff in new procedures for the timely and accurate standards for submissions for reimbursement. Ensure that accountability standards are clearly understood by staff

Fiscal (4)

4. Ensure that only special education staff providing direct services to special education students are charged to the special education budget.

Persons Responsible: HR, Director Fiscal, Director Special Education

1. The special education director should meet with HR, Business and ensure that all three entities have agreement on special education staffing by FTE, Site and Program (classified/certificated). Make adjustments as necessary.
2. Ensure that all special education staff are charged to the special education budget. This may take a couple of meetings.

- 3. As the director completes the budget for the 2018-19 school year verify agreement with HR, Business to ensure that alignment with the special education budget.
- 4. Set up quarterly meetings for the fiscal year.
  - Make projections, plan, adjust, develop a budget most efficiently and eliminate “roll over” budgets

**Implementation Progress/Verification**

Recommendation	Parties responsible	Timeline	Dates of Progress Reported	Documents used for verification	Sign off initials
<b>FISCAL (F)</b>					
1. review the accuracy of the revenue projections for each school year	Fiscal Office ran Accountant, Director of Special Education				
2. Monitor attendance rates, including attendance rates in special day classes. A B602 special education funding is based on total district ADA					
3. Develop a plan to increase school attendance if warranted after it is monitored					
4. Ensure that only special education staff providing direct services to special education students are charged to the special education budget.					
5. Ensure that the director of special education completes an analysis of all special education students receiving transportation so that the district can determine if the percentage of students is within the 10-15% range. If it isn't procedural adjustment for the addition of transportation as a related service must be developed and implemented.					

9. **Technology Learning Improvement Plan Report - Mr. Vega/Mrs. Trujillo**

**What's In Our Technology Plan?**

- The plan to integrate technology into the curriculum should have five components:
  - 1. Curriculum
  - 2. Professional Development
  - 3. Infrastructure, Hardware, Technical Support, and Software
  - 4. Funding and Budget
  - 5. Monitoring and Evaluation

**Technology Plan Builder  
(LACOE Instructional Technology Office)**

Where's the Plan?



- National Education Technology Plan
- (January 2017 Update)
- <http://tech.ed.gov/netp/>
- Standards
  - Software
  - Hardware
  - Support
  - Systems
  - Training

#### Curriculum

- Strategy 23: Use Technology in Design or Selection Procedures to Ensure Strong Connections to System Learning Expectations and Feedback
- How technology will be used to enhance:
  - Teaching
  - Learning

#### Professional Development

- Because skills can become obsolete
- Because new knowledge is needed...
- Organizations stop growing when the people in them stop growing....
- Training schedules and content
- The Who: Teachers, Administrators, Classified staff, parents, community, etc.

#### Infrastructure, Hardware, Technical Support and Software

- Network (cabling, hardware)
- Hardware (computers, printers)
- Software
  - Build or Buy?
  - Avoid customization: \$\$\$, what will break?
  - Customization = You own it! Who can help?
  - New version of software? You'll need to redo your modifications
- Timeframe
- Equipment and network design required to support plans

#### Funding and Budget

- Funding sources...
  - Where is the money?
  - What are your needs? Infrastructure?
  - Federal E-Rate Discounts (but mostly low SES)
  - Support Fee?
  - Software/database development....
- Cost estimates...

Monitoring and Evaluation

- How will we know the plan is effective?
- What performance metrics or data will we have?
- Did we get what we expected?
- Did it make a difference?

District Technology Master Plan Education Code 51871.5(a)

Technology Plans – a comprehensive local planning process:

- CDE requires a board approve 3-5 year education technology plan as a precondition to receive grants.
- Children’s Internet Protection Act (CIPA) requires Districts to adopt an internet safety policy:
  - Monitoring of online activities of minors
  - Educating minors about appropriate online behavior, including:
    - Interacting with other individuals on social media
    - Cyber-bullying awareness and response

**Questions:**

Trustee Pantoja said that in her visits to the school site, she has noticed that technology is different. Start by making sure it’s consistent throughout the district. Staff also needs training, definitely. A lot of software is not being used by teachers because they don’t know how to use it. Not just one time training but have follow-up.

10. 2018/2019 Governor’s Budget Presentation – Mr. Vega

Mr. Vega, CBO gave a summary of the Governor’s Proposed Budget as follows:

On Wednesday, January 10, 2018, Governor Jerry Brown unveiled his final proposed State Budget for the upcoming 2018-19:

- \$78.3 billion for k-12 education (an increase of \$3.1 billion over current year)
- \$100 million in one-time funding for programs to increase and retain special education teachers.
- \$1.8 billion in one-time funds for districts to be used at the discretion of the Board.
- \$167 million in funding for childcare and preschool (0 – 5).
- Cost of Leaving Adjustments (COLA) for k-12 education programs is 2.51% applied to the LCFF base grant, as well as other education programs like SPED, CNS, Preschool, Early Childhood Education.

What is not in the Educational Budget:

- The 2018-19 Budget proposal provides no funding for the following critical items:
  - Increasing the LCFF base grant target to reach the funding level of the top ten states

- The growing local obligations for the California State's Teachers' Retirement System (CalSTRS) and the California Public Employees' Retirement System (CalPERS) unfunded liability
- Home-to-School Transportation programs
- Increasing and equalizing Assembly Bill (AB) 602 base funding rates for special education

List of Assumptions used at First Interim:

Description	Year 1 2017 - 18	Year 2 2018 - 19	Year 3 2019 - 20
LCFF - Statutory COLA	1.56%	2.51%	2.41%
Special Education COLA	1.56%	2.51%	2.41%
LCFF - GAP	43.97%	100.00%	100.00%
Funded ADA	4,674	4,687	4,697
Enrollment - District and COE	4,892	4,904	4,916
Property Taxes	7,781,525	7,781,525	7,781,525
Contributions to Restricted Programs	8,226,144	8,290,666	8,456,480
Certificated Staff Step and Column Increase %	2.00%	2.00%	2.00%
Classified Staff Step Increase %	2.00%	2.00%	2.00%
California CPI	3.18%	3.22%	3.04%
California Lottery Restricted	\$48.00	\$48.00	\$48.00
California Lottery Unrestricted	\$146.00	\$146.00	\$146.00
Mandate Block Grant Grades K-8 per ADA	\$30.34	\$31.10	\$31.10
Mandate Block Grant Grades 9-8 Per ADA	\$58.25	\$59.71	\$59.71
One-Time Discretionary Funds per ADA	\$147.00	\$295.00	
Interest Rate Trend for 10 Year Treasuries	2.52%	2.90%	3.05%
Statutory COLA	1.56%	2.51%	2.41%
CalPERS Employer Rate	15.53%	17.70%	20.00%
CalSTRS Employer Rate	14.43%	16.28%	18.13%
Employee Benefits Health and Welfare Benefits	1.56%	2.51%	2.41%
Increase to Post-Employment Benefits	1.56%	2.51%	2.41%
One-Time Bonus of the Salary Schedule for CSEA Bargaining Unit	1.00%	0.00%	0.00%
On Going Salary Increase for CSEA Bargaining Unit for 2016-17	2.50%	0.00%	0.00%
On Going Salary Increase for all Bargaining Unit	2.00%	2.00%	0%

**Fiscal Impact**

- On-Going: \$1,460,828 more than projected at 1<sup>st</sup> Interim for 2018-19.
- One-time mandate funding of \$295 per student = \$1,382,665 for SUSD.
- \$741,616 million - estimated funding for childcare and preschool (0 – 5) (Projected).

**Multi-Year Projections  
(Based on First Interim Data Used)**

	Budget 2017-18	Projected 2018-19	Projected 2019-20
Projected Beginning Balance	11,447,822	9,735,268	8,368,410
Revenues	59,817,986	63,242,655	63,291,618
Expenditures	(61,530,540)	(61,766,020)	(63,399,227)
<b>Net Change</b>	<b>(1,712,554)</b>	<b>1,476,635</b>	<b>(107,609)</b>
Projected Ending Balance	9,735,268	11,211,903	11,104,294

<b>Components of Ending Balance</b>			-
<b>Required Reserve (REU) 10%</b>	<b>6,136,488</b>	<b>6,238,102</b>	<b>6,376,822</b>
Revolving Cash	7,500	7,500	7,500
Assigned for District Wide Facilities Renovations	1,474,633	791,847	704,077
Restricted	2,116,647	1,330,960	73,042
Unassigned	0	2,843,494	3,942,853
<b>Total</b>	<b>9,735,268</b>	<b>11,211,903</b>	<b>11,104,294</b>

B. Educational Services – Mr. Bangs

1. 2018/2019 LCAP Plan Development

Mr. Bangs, Associate Superintendent of Ed Services gave a report on the LCAP stakeholder engagement meetings schedule for parents at all school sites.

He reviewed what the process will look like and get parent input on each goal, review the Dashboard as a group and then divide in small groups and rotate through 3 goals of choice. The group will then come back together and summarize the results. Dinner and childcare will be provided.

Trustee Pantoja thanked Mr. Bangs for the presentation. Trustee Massa asked how we are contacting parents to get them to the meeting. Mr. Bangs said through flyers, Newspaper, school sites to send out flyers to parents, website and letter to parents.

C. Board Discussion

1. Three-minute Public Comment – Discussion

After a brief discussion it was agreed by all Board members to keep the comments flexible and continue as is and allow them to speak. On a topic that brings out a lot of people, they will ask one person to speak on behalf of that group.

D. Administrator’s Reports

1. Director of Technology Report
2. Pinnacles High School WASC Update

E. Superintendent’s Reports

1. Enrollment Report  
Enrollment was at 4,812 as of January 26, 2018.
2. Action Plan for Soledad USD and City of Soledad  
The plan developed from the Joint meeting with City Council in November 2017, was included in the agenda for information.
3. WASC Visit for Pinnacles High: The visit will take place on April 29-May 2<sup>nd</sup>. Their visit begins on a Sunday evening with the Board invited to a meet and greet on April 29, 2018 at 3 p.m.
4. Districtwide Solar Project Ribbon Cutting will be on Monday, April 16, 2018 at

5:00 p.m. at Frank Ledesma Elementary.

- 5. Mr. Vanoli also thanked staff for putting the LCAP information on the walls for people to view.
- 6. Joint Meeting with City Council and Soledad USD Board is tentatively scheduled for Tuesday, March 27, 2018. The action plan on the agenda was developed jointly with the City Manager.

V. **CONSENT CALENDAR**

- A. Routine business transactions, annual renewal of programs, bid agreements, notices of public hearings and proclamations.
  - 1. Approved the minutes of regular meeting of December 13, 2017.
  - 2. Approved the List of Bill Warrants

<b><u>FUND</u></b>	<b><u>DATE</u></b>	<b><u>AMOUNT</u></b>
General	01/04/2018	\$ 568,018.59
	01/09/2018	182,016.92
	01/11/2018	80,888.82
	01/16/2018	28,096.32
	01/18/2018	81,309.73
	01/23/2018	415,145.33
	01/25/2018	65,542.87
	01/30/2018	1,317,110.46
	02/01/2018	64,650.24
	02/06/2018	<u>264,751.58</u>
		<b>\$3,067,530.86</b>
Adult Education	01/04/2018	\$ 52.17
	01/11/2018	579.07
	01/16/2018	1111.29
	01/23/2018	259.93
	01/30/2018	1,501.77
	02/01/2018	1,283.64
	02/06/2018	<u>365.00</u>
		<b>\$5,152.87</b>
Child Development	01/18/2018	\$250.00
	01/23/2018	69.31
	01/25/2018	546.35
	02/06/2018	<u>106.50</u>
		<b>\$972.16</b>

<u>FUND</u>	<u>DATE</u>	<u>AMOUNT</u>
Cafeteria	01/11/2018	\$ 88.17
	01/16/2018	454,316.14
	01/18/2018	20,865.36
	01/23/2018	228.40
	01/25/2018	1,521.00
	01/30/2018	<u>89.49</u>
		\$477,108.56
Building Fund	01/04/2018	\$ 37,500.00
	01/09/2018	2,767.50
	01/11/2018	4,871.25
	01/18/2018	1,692,391.00
	01/23/2018	70,084.30
	01/25/2018	2,199.50
	01/30/2018	<u>20,656.25</u>
		\$1,830,469.80
Capital Facilities	01/11/2018	\$ 772.50
	01/23/2018	11,511.95
	01/25/2018	31,761.00
	02.09/2018	<u>165.00</u>
		\$44,210.45
Special Reserve-Capital Out	01/08/2018	\$ 820,707.00
	01/23/2018	15,594.87
	01/25/2018	1,615.50
	02/01/2018	<u>285,312.36</u>
		\$1,123,229.73
<b>TOTAL ALL FUNDS</b>		<b>\$6,548,674.43</b>

3. Approved an out of state field trip for the Soledad High School NJROTC to attend the All Navy Drill and Physical Fitness Competition in Reno, NV on March 2 to 4, 2018
4. Approved of an overnight field trip for San Vicente 6<sup>th</sup> grade students to attend Science Camp at the Coastal Institute at Ocean Pine May 14-16, 2018
5. Approved an overnight field trip for Soledad High School Migrant Ed students to visit the Apple and Google Microsoft Headquarters March 20-21, 2018
6. Approved an overnight field trip for Soledad High School FFA students to attend the 26 Hours of Science hosted by CalPoly San Luis Obispo on March 15-16, 2018
7. Approved an overnight field trip for the Regional FFA Office Screening and CATA Meeting in San Luis Obispo, CA, February 25-26, 2018

8. Approved an out of state conference for Mel Kuchta, Darcie Lopez to attend the Professional Learning Communities at Work Institute in Edmond, Oklahoma May 30 to June 1, 2018
9. Approved an out of state conference for Jeffrey Lopez to attend the Professional Learning Communities at Work Conference June 17-21, 2018 in Minneapolis, Minnesota
10. Approved an Agreement with National University
11. Approved the **SWISSuite** Licensing Agreement

**MOTION TO APPROVE CONSENT CALENDAR BY: Jaime Fernandez SECONDED: Javier Galvan AYES: Mr. Fernandez, Mr. Galvan, Mrs. Massa, Mrs. Pantoja NAYS: None ABSENT: Mrs. Perez-Aguilera**

12. Election of Rita Patel (Carmel USD) to the 2018 CSBA Delegate Assembly for Subregion 9B for a two- year term beginning April 1, 2018 - March 31, 2020

**MOTION TO APPROVE RITA PATEL FOR DELEGATE CSBA ASSEMBLY SUB REGION 9-B BY: Javier Galvan SECONDED: Monica Pantoja AYES: Mr. Fernandez, Mr. Galvan, Mrs. Massa, Mrs. Pantoja NAYS: None ABSENT: Mrs. Perez-Aguilera**

B. Personnel Items

1. **2017/2018 Certificated Appointments:**

Name	Assignment	Site
Abdullah Fazil	Teacher, Substitute	DW
Victoria Newton	Teacher, Substitute	DW
Romelia Jimenez	After School Program Lead Teacher	FL

2. **2017/2018 Classified Appointments**

Name	Assignment	Site
Delia Morga	Student Sales Clerk	MSMS
Marisela Tejeda	Instructional Aide IV SDC	MSMS
Armando Rubio	Instructional Aide IV/SPED	JF
Kelsey Stout	Substitute/Pupil Supervisor	Gab
Deysey Garcia De Perez	Caregiver, Hourly	CEC/Trans Ctr
Beatriz Herrera	Caregiver, Hourly	CEC/Trans Ctr
Maria Villanueva	Substitute	DW
Yeni Garcia Pantoja	Substitute	DW
Cynthia Aspacio	Substitute	DW

3. **Approved the Leaves of Absence:**

Employee	Position	Site	Type	Eff. Dates
Virginia Alvarado	Teacher	CEC	FMLA	01/05/18-02/02/18

4. **Approved the Teachers on Waivers or Permits:**

Name	Position	Credential	Grade	Site
Krystal Amador	Teacher, Substitute	Variable Term Waiver: CBEST Waiver	K-6	DW

5. **Accepted the following Resignations/Terminations/Retirements:**

Employee	Position	Site	Reason	Eff. Dates
Vance Lang	Teacher, SpED (Mod/Sev)	MSMS	Resignation	2018/19
Maria Arminda Lopez	Teacher, Middle School (Math)	MSMS	Retirement	2018/19
Clarinda Rivera	Speech Therapist	MSMS	Resignation	2/20/18
Ramon Mora	After School Program Lead Teacher	FL	Resignation	1/26/18
Patrick Graham	Co-Activities Director	SHS	Resignation	2018/19
Robert A. Ramirez	Baseball: Assistant Varsity Coach	SHS	Resignation	12/18/17
Savino Martinez	Baseball: Head JV Coach	SHS	Resignation	1/11/18
Laurence Fernando	Head Freshman Baseball Coach	SHS	Resignation	1/11/18
Beatriz Herrera	Caregiver	CEC/Tran Ctr	Resignation	1/27/18

6. **Approved the New Positions and/or Changes in Positions:**

Position	Unit	Range	Work Days	FTE	Site
Reclass: To Attendance Specialist (Pos #410) From Guidance/Attendance Technician	CSEA	To 22 From 20	12 Month	8	SHS
Reclass: To Registrar (Pos #383) From Secretary I	CSEA	To 23 From 14	220	8	SHS



<b>Position</b>	<b>Unit</b>	<b>Range</b>	<b>Work Days</b>	<b>FTE</b>	<b>Site</b>
Reclass: To Account Technician - Student Activities (Pos #467) From Accounting Technician	CSEA	To 20 From 17	205	8	SHS
Attendance Technician (New)	CSEA	18	220	8	SHS
Clerk Typist (Pos #385)	CSEA	12	210	To 8 From 4	SHS
Reclass: To Attendance Specialist (Pos #314) From Clerk Typist	CSEA	To 22 From 12	200	8	MSMS
Account Technician - Student Activities (New)	CSEA	14	190	5.5	MSMS
Supervisor of Custodial Services (New)	Sup	5	12 Month	8	DW
Instructional Aide IV SDC (Pos # 295)	CSEA	14	180	To 6 From 5.5	JF
Instructional Aide IV SDC (New)	CSEA	14	180	5.5	JF
Instructional Aide III RSP (New)	CSEA	9	180	5.5	JF

7. **Approved Extra-Curricular Assignments:**

<b>Employee</b>	<b>Position</b>	<b>Site</b>	<b>Type</b>	<b>Eff. Dates</b>
Mike Clifford	CTE (New Pathways) Teacher	SHS	Hourly	2017/2018
Lauren Graham	CTE (New Pathways) Teacher	SHS	Hourly	2017/2018
Darcie Lopez	CTE (New Pathways) Teacher	SHS	Hourly	2017/2018
Sean Ponsi	CTE (New Pathways) Teacher	SHS	Hourly	2017/2018

<b>Employee</b>	<b>Position</b>	<b>Site</b>	<b>Type</b>	<b>Eff. Dates</b>
Robert A. Ramirez	Baseball: Assistant Varsity Coach	SHS	Volunteer	01/01/18-05/01/18
Matthew Antopia	Baseball: Assistant Varsity Coach	SHS	Volunteer	2017/2018
Diego Garcia	Baseball: Assistant Varsity Coach	SHS	Volunteer	01/01/18-05/01/18
Tony Garcia	Baseball: Assistant Varsity Coach	SHS	Volunteer	02/01/18-06/01/18
Javier Alcocer	Baseball: Freshman Head Coach	SHS	Stipend	01/01/18-05/01/18
Savino Martinez	Baseball: Assistant Varsity Coach	SHS	Stipend	01/01/18-05/01/18
Carlos Rodriguez	Varsity Softball Coach	SHS	Volunteer	02/01/18-05/01/18
Laurence Fernando	Baseball: Head JV Coach	SHS	Stipend	01/01/18-05/01/18
Alicia Dominguez	Volleyball: JV Coach	SHS	Stipend	02/01/18-05/01/18

8. Released Employee No. 160188
9. Approved the CSEA Chapter 457 Agreement dated February 7, 2018
10. Approved the Job Descriptions:
  - a. Attendance Specialist – High School
  - b. Registrar – High School
  - c. Account Technician – Student Activities – High School
  - d. Attendance Technician – High School
  - e. Account Technician – Student Activities – Middle School
  - f. Supervisor of Custodial Services
  - g. SkillsUSA Advisor
  - h. SkillsUSA Co-Advisor
11. Approved the Salary Schedules
  - a. CSEA III
  - b. Confidential/Supervisory
  - c. Extra-Curricular

**MOTION TO APPROVE PERSONNEL ITEMS BY: Jaime Fernandez SECONDED: Javier Galvan AYES: Mr. Fernandez, Mr. Galvan, Mrs. Massa, Mrs. Pantoja NAYS: None ABSENT: Mrs. Perez-Aguilera**

C. Business Items

1. Approved the Fiscal/LCAP Budget Development Calendar
2. Approved of RFP # VGA3142018 for the Food Services Management Consultant Firm
3. Approved an Agreement with Associated Valuation Services for physical inventory of fixed assets reporting
4. Approved an Agreement with School Facility Consultants for the completion of the Develop Fee Justification Report
5. Approved Business Items as recommended by the Board Advisory Committee on School Construction:
  - a. Districtwide thermostat replacement (Proposition 39) from All-Temp Refrigeration
  - b. San Vicente HVAC replacement (Proposition 39) from All-Temp Refrigeration
  - c. Districtwide lighting replacement from Royal Wholesale Electric (Proposition 39)
  - d. Main Street Middle School Street Easement Dedication/ Improvement with City of Soledad
  - e. Approval of a contract with Admiral Security (formally Eagle Star Security) to provide security and supervision night patrol at Main Street Middle School
  - f. Proposal from Tireless Alarm for the Maintenance, Operations, Transportation Department for an Intrusion Alarm System
  - g. Purchase of a scoreboard for the Soledad High School Baseball Field from Electro-Mech Scoreboard Company

**MOTION TO APPROVE BUSINESS ITEMS BY: Jaime Fernandez SECONDED: Javier Galvan AYES: Mr. Fernandez, Mr. Galvan, Mrs. Massa, Mrs. Pantoja NAYS: None ABSENT: Mrs. Perez-Aguilera**

VI. **RESOLUTIONS**

- A. Amended No. 01-04-18 - Ordering a School Bond Election on June 5, 2018 and authorizing necessary actions in connection therewith

**MOTION TO AMEND RESOLUTION NO. 1-04-18 BY: Javier Galvan SECONDED: Monica Pantoja AYES: Mr. Fernandez, Mr. Galvan, Mrs. Massa, Mrs. Pantoja NAYS: None ABSENT: Mrs. Perez-Aguilera**

- B. No. 2-03-18 – To Develop Policy Regarding Department of Pesticide Regulations Concerning Notification of Pesticide Application

**MOTION TO APPROVE RESOLUTION NO. 2-03-18 BY: Jaime Fernandez SECONDED: Javier Galvan AYES: Mr. Fernandez, Mr. Galvan, Mrs. Massa, Mrs. Pantoja NAYS: None ABSENT: Mrs. Perez-Aguilera**

VII. **BOARD POLICIES**

- A. Adoption:

1. AR 5145.7 – Sexual Harassment – Students
2. Manual Maintenance – October 2017, Part 1

**MOTION TO ADOPT BOARD POLICIES AND MANUAL MAINTENANCE OCTOBER 2017 PART 1 BY: Jaime Fernandez SECONDED: Monica Pantoja AYES: Mr. Fernandez, Mr. Galvan, Mrs. Massa, Mrs. Pantoja NAYS: None ABSENT: Mrs. Perez-Aguilera**

VIII. **NEW ITEMS OF BUSINESS**

There were no new items of business

IX. **ADJOURNMENT**

Meeting adjourned at 9:05 p.m.

Board approved March 14, 2018