

**MINUTES
REGULAR MEETING OF THE
GOVERNING BOARD OF THE
SOLEDAD UNIFIED SCHOOL DISTRICT
MISSION ROOM
425 GABILAN DRIVE, SOLEDAD, CA 93960
WEDNESDAY, SEPTEMBER 11, 2013**

<p>The Agenda, meeting notice and agenda packet are available upon request in a format appropriate for a person with a disability. To receive these documents in an alternative format, please contact the Superintendent's Office by calling (831) 678-3987 X 123.</p>

I. OPENED BUSINESS – 5:30 PM

- A. Called Public Session to Order
- B. Roll Call
 - Mr. Fabian M. Barrera, President - ABSENT
 - Mr. Edward Lopez, Vice-President
 - Mrs. Gloria Ledesma, Clerk
 - Mrs. Marie Berlanga, Trustee
 - Mr. Lucio Rios, Trustee
 - Dr. Rupi Boyd, Secretary to the Board
- C. Approved Closed Session Agenda
- D. Allowed for Public Comment on Closed Session Topics
- E. Immediately Adjourn to Closed Session – 5:30 P.M.

II. CLOSED SESSION – 5:30 P.M.

- A. Personnel
 - 1) Assignments/Reassignments/Resignations/Terminations
 - 2) Pending Legal Issues/Matters

III. RECONVENED TO OPEN SESSION - 7:00 P.M.

- A. Pledge of Allegiance
- B. Report of action taken in closed session

The Board approved a settlement agreement for OAH Case No. 2013070212, resulting in the resignation of certificated employee #109259. The roll call vote was unanimous with a vote of 4-0 with one absence.
- C. Approved the Board Agenda

**MOTION TO APPROVE AGENDA BY: Lucio Rios SECONDED BY: Marie Berlanga
AYES: Mrs. Berlanga, Mrs. Ledesma, Mr. Lopez, Mr. Rios NAYS: None ABSENT:
Mr. Barrera**

IV. **COMMUNICATIONS**

A. **Oral Communications**

1. **Audience**

- a. Ms. Glenda Woodrow, Teacher and STA President addressed the Board regarding concerns from teachers at Main Street Middle School on using Aeries.net vs. Gradebook Wizard. She said that Aeries.net requires teacher to input grades daily and their teachers are not properly trained for this program. She recommended that they pilot Aeries.net this year; so teachers can feel more comfortable. The teachers at Main Street have been using Gradebook Wizard for about six years and they are used to the program. She said this was an established “past practice.” She voiced some of the concerns with using Aeries.net; one of them being confidentiality. She said even though they’ve had support from Joe Ayala & Brandon Swift, there are too many teachers for them to help and teachers are becoming frustrated. Ms. Woodrow said that STA was not informed that this change of programs was taking place as it was a change in working conditions. Until all these concerns are addressed, she asked that the use of the Aeries.net gradebook reporting should be put on hold.

- b. **Maury Trelevan from Tri-Cities Recycling**

Ms. Trelevan presented the district with a check in the amount of \$1,060. The check was for 4 tons of E-waste recycling.

2. **Student of the Month**

- a. **Soledad High School**

Jessica Yescas, a Senior at Soledad High School was introduced as the Student of the Month by Ms. Austin, Principal.

- b. **Community Education Center**

Vincent Pajas was introduced as the Student of the Month for Chalone High School by Mr. Lopez, Principal. Vincent was not able to make it to the Board meeting.

3. **Student Council Report**

- a. **Soledad High School**

Jessenia Chavez & Zala Babi gave the following report of student activities at Soledad High School:

- Hosted rally week; which included dress-up with performances and appearances from football players, dance team, and cheer group.
- 9/11 Remembrance Ceremony
- 9/27 will be having the first student dance with a Hawaiian theme.
- 9/20 CSF will be hosting blood drive with the American Red Cross
- Homecoming Theme: "Time Period"
- 11/7 Night Rally
- Sports Props: JV Football team with a win over Alisal. Varsity broke a 7 year opening day win drought over Alisal. Cross Country had an amazing meet against Alvarez High. The 2013 Varsity Volleyball Team defeated Greenfield but lost a tough battle to Seaside. Next they will play against Anzar and Gilroy.

4. Board Member comments

- (CEC) School was off great with a new principal, Mr. Jeff Lopez
- Plans included students participating in many field trips
- Student credit checks
- Music on Fridays, but students must earn this privilege

5. Board Comments

- Trustee Rios commended Jessica Yescas and congratulated her parents for being selected student of the month. He also commended Mr. Jim Nannie for the E-waste project.
- Trustee Berlanga: Welcomed everyone back and do their best for this year; hoped to see all at the Board Retreat. She also congratulated the students of the month.
- Trustee Ledesma also echoed everybody's comments and also congratulated the students who made presentations.
- Trustee Lopez also dittoed the same and congratulated all students who presented and were recognized. He said he sees them in major positions in the future. To our administrators, the year started off great, and encouraged them to keep up the good job.

B. Curriculum/Student Achievement

1. Curriculum Report – Mr. Guzman

Academic Performance Report (API) and Accountability Progress Reporting (APR)

San Vicente School: -8 points

Gabilan: 12 point gain. Joined the 800 Schools Rank

Rose Ferrero: 5 point Gain

Frank Ledesma: 29 point gain.

Jack Francioni: -6 points

Main Street: -10 point

Soledad High: 11 point gain

Mr. Guzman said that they will be looking at all data to see what happened at those schools that had decreases as well as those that had increases to see what is working and not working and to share those successes with the other schools. As a district we did have 6 point gain. Mr. Guzman also shared the Accountability Progress Reporting (APR) Summary Report Chart below:

Name of School	2012 Base API	2013 Growth API	2012-13 Growth	Met 2013 API Criteria	Met AYP ELA Target	Met AYP Mathematics Target	Graduation Rate	PI Status
Frank Ledesma Elementary	810	839	29	Yes	Yes	Yes	N/A	Not In PI
Gabilan Elementary	788	800	12	Yes	Yes	No	N/A	Year 5
Jack Francioni Elementary	798	792	-6	No	No	No	N/A	Year 4
San Vicente Elementary	774	766	-8	No	No	No	N/A	Year 1
Rose Ferrero Elementary	786	791	5	Yes	No	Yes	N/A	Not in PI
Main Street Middle School	746	736	-10	No	No	No	N/A	Year 5
Soledad High School	686	697	11	Yes	Yes	No	Yes	Year 5
District	741	747	6	Yes	No	No	Yes	Year 3

Mr. Guzman also shared the following table of like schools:

	SUSD	GUSD	NMCUSD
2010	696	682	695
2011	715	687	703
2012	738	684	710
2013	747	695	698

Trustee Lopez asked if Mr. Guzman had the scores for King City High.

Mr. Guzman will forward those to the Board.

Trustee Lopez asked how the 7th & 8th grade scored in Algebra compared to other districts. Dr. Jimenez and Mr. Guzman said they did very well. Main Street had the 2nd highest scores in the county. The top score went to Carmel. Trustee Lopez said he had heard that and wanted to verify as this is a big accomplishment and said if we could get some of what that department is doing and put it at the other schools; it would be of benefit. Dr. Jimenez said that Main Street will be doing some collaboration with the high school. Trustee Lopez commended the Main Street Math Department for this big accomplishment.

Trustee Lopez also asked information of the gaps between the sub groups. Mr. Guzman will also follow-up with that information to the board.

C. Administrative Reports

1. Principals ' Reports
2. Director of Special Project's Report
3. Chief Business Officer's Report

Mr. Lathrop gave the following report to the Board on the 2012/13 Unaudited Actuals:

- Purpose of the Unaudited Actuals
 - ✓ Reporting Periods
 - Budget Adoption
 - 1st Interim Report
 - 2nd Interim Report

Unaudited Actuals:

District's end of the year financial statements as of June 30, 2013 in State format known as SACS (State Account Code Structure)

Official closing of the 2012/13 Books

SACS report used by external auditors to prepare the final Audit Report

- General Fund Summary

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<u>Revenues</u>	<u>2nd Interim</u>	<u>Unaudited Actuals</u>
Revenue Limit	\$23,732,078	\$24,631,245
Federal	5,734,069	5,321,954
Other State	7,699,513	7,269,399
Local	3,477,945	2,198,336
Transfers in	659,212	613,484

<u>Expenditures</u>	<u>2nd Interim</u>	<u>Unaudited Actuals</u>
Certificated	19,245,985	18,175,461
Classified	5,999,243	5,679,989
Employee Benefits	9,269,983	8,169,554
Books & Supplies	1,833,255	1,371,432
Services & Operating	3,594,489	3,826,028
Capital	604,495	604,023
Other Outgo	1,882,933	2,125,229
Indirect Costs	(30,843)	(6,281)
Total	\$42,399,542	\$39,945,438

Revenues vs. Expenditures

	<u>2nd Interim</u>	<u>Unaudited Actuals</u>
Revenues	\$41,302,818	\$40,034,419
Expenditures	42,399,542	39,945,437
	\$(1,096,724)	\$ 88,982

Change in Fund Balance

	<u>2nd Interim</u>	<u>Unaudited Actuals</u>
Beginning Balance	9,849,440	\$9,849,440
(Decrease) Increase	(\$1,096,724)	\$88,982
Ending Fund Balance	\$8,752,712	\$9,938,422

Components of Ending Fund Balance

Ending Balance	\$9,938,422
Revolving Fund	1,500
Pre-paid expenditures	319,502
Restricted Reserve	1,611,792
Other Assignments	4,519,406

Economic Uncertainties	3,200,000
Undesignated	286,222

What's Next?

- ✓ Official Audit can be completed
- ✓ Local Control Funding Formula (LCFF)
 - Board Update
 - Impact on Current Year Budget
- ✓ First Interim Report

4. Human Resources Director's Report
5. MOTF Director's Report
6. Director of Technology's Report

D. Superintendent's Reports

1. Enrollment Report/Class Size
Enrollment was at 4,827 as of September 6, 2013
Trustee Lopez asked for enrollment counts at the high school by class. Dr. Boyd will follow-up on the request.
2. Williams Lawsuit Report
The Williams visits took place. There was a minor issue with the weight room and Mr. Kennedy is addressing that. For this report period; there were no complaints filed under credentials, facilities or textbooks.
3. Annual Back to School Event – September 14, 2013 at the Soledad-Mission Shopping Center. Dr. Boyd said that since the Board Study Session will take place in the morning; the two events will be blended in so the Board will be able to attend both.
4. Vocational Ed Credit Requirements at Soledad High: parents are asking if music could be considered as vocational education. Dr. Boyd is looking into this request and will keep the Board posted.

V. CONSENT ITEMS

- A. Routine business transactions, annual renewal of programs, bid agreements, notices of public hearings and proclamations.

1. Approved the minutes of regular meeting of August

2. Approved the List of Bill Warrants

<u>FUND</u>	<u>DATE</u>	<u>AMOUNT</u>
General	08/01/2013	\$ 56,616.31
	08/08/2013	139,028.01
	08/13/2013	131,877.20
	08/15/2013	57,371.44
	08/20/2013	40,784.51
	08/22/2013	675,046.64
	08/29/2013	<u>310,674.01</u>
		\$1,411,398.12
Adult Education	08/01/2013	\$ 602.40
	08/08/2013	192.03
	08/13/2013	185.32
	08/20/2013	563.69
	08/22/2013	<u>55.03</u>
		\$1,598.47
Child Development	08/13/2013	\$267.30
	08/29/2013	<u>55.00</u>
		\$322.30
Cafeteria	08/08/2013	\$ 3,359.75
	08/13/2013	7,142.02
	08/29/2013	<u>1,018.40</u>
		\$11,520.17
Deferred Maintenance	08/08/2013	1,168.80
TOTAL ALL FUNDS		\$1,426,007.86

3. Approved the Revolving Fund Expenditures

June 2013	\$150.00
July 2013	\$348.55
August 2013	\$1,629.84

4. Approved the SACS Unaudited Actuals for the 2012/13 School Year
The Board of Trustees approved the Unaudited Actuals Fiscal Report for the 2012/13 school year. (Distributed under separate cover)
5. Approved an Agreement for Services for student data management
The Board of Trustees approved an agreement for services with Sandra A. Madrid to assist with student data management services.
6. Approved an agreement with CSBA for Board Policy Services
The Board of Trustees approved an agreement with CSBA for Board Policy services to update policies and regulations.
7. Approved an out of state trip for the Soledad High School Youth Traveler Club to New York City
The Board of Trustees approved an out of state trip for the Soledad High School Youth Traveler Club to New York City from March 30 through April 4, 2014.
8. Approved an education Partnership Program – Scholarship Offering with Brandman University
The Board of Trustees approved an Education Partnership Program – Scholarship Offering with Brandman University.

MOTION TO APPROVE CONSENT ITEMS BY: Gloria Ledesma SECONDED: Marie Berlanga AYES: Mrs. Berlanga, Mrs. Ledesma, Mr. Lopez, Mr. Rios NAYS: None ABSENT: Mr. Barrera

VI. **PERSONNEL ITEMS**

A. Personnel

1. Certificated Appointments

RESOLVED: The Board of Trustees appointed the following certificated employees:

<u>Employee</u>	<u>Position</u>	<u>Site</u>
Molly Perry	School Nurse	DW
Vanessa, Vosburg	Teacher	FL
Bridget Scruggs	Teacher	JF
Kelly Marshall	Teacher	SHS
Jennie Freeman	Teacher	FL
Keegan White	Teacher	FL

<u>Employee</u>	<u>Position</u>	<u>Site</u>
Vance Lang	Teacher	MSMS
Kathryn Ramirez	Substitute	DW
Maria Ramirez	Substitute	DW
Nicole Lyons	Substitute	DW
Homero Gaona	Substitute	DW
Robert Kaelin	Substitute	DW
Areli Mancera-Calderon	Substitute	DW
Thomas Brown	Substitute	DW
Anna Rossi	Substitute	DW
Roy Kurano	Substitute	DW
Jorge Z. Guzman	Associate Supt of Ed Services	DW

2. **Classified Appointments**

RESOLVED: The Board of Trustees appointed the following classified employees:

<u>Employee</u>	<u>Position</u>	<u>Site</u>
Andres Diaz	IA III	SHS
Sofia Martinez	Substitute	DW
Amanda Camacho	Substitute	DW
Renee Sitko	Pupil Supervisor	SV
Spring Zuniga Silva	Pupil Supervisor	SV
Raquel Ramirez Zavala	Pupil Supervisor	JF
Raquel Garza	Pupil Supervisor	JF
Isael Aguirre	Substitute	DW
Christian Lopez	Substitute	DW
Claudia Briseno	Substitute	DW

3. **Resignations**

RESOLVED: The Board of Trustees accepted the following resignations:

<u>Employee</u>	<u>Position</u>	<u>Action</u>	<u>Site</u>	<u>Eff. Date</u>
Dawn Daugherty	Teacher	Resigned	FL	08/13/13
Lauren Mauck	Teacher	Resigned	RF	08/06/13
Monica Andrade	IA	Resigned	MSMS	08/14/13
John Ryan	Teacher	Resigned	MSMS	08/30/13
Ingrid Moya	Teacher	Resigned	FL	08/16/13
Blanca Ramirez	ASP Group Leader	Resigned	DW	08/20/13
Yamilet Barcenaz	IA III SPED	Resigned	MSMS	09/06/13

4. Leaves of Absence

RESOLVED: The Board of Trustees approved the following request:

<u>Employee</u>	<u>Position</u>	<u>Site</u>	<u>Type</u>	<u>Eff. Date</u>
Linda Galvez	Secretary I	JF	Maternity	09/28/13-11/25/13
Judith Tuddao	Teacher	MSMS	Maternity	11/12/13-1/13/14

5. Extra Curricular Assignments

RESOLVED: The Board of Trustees approved the following Extra Curricular:

<u>Employee</u>	<u>Position</u>	<u>Site</u>
Julia Brush	BTSA Support Provider	DW
Elva Garcia	BTSA Support Provider	DW
Mel Kuchta	BTSA Support Provider	DW
James Lund	BTSA Support Provider	DW
Ericka Radcliff	BTSA Support Provider	DW
Carrie Sebor	BTSA Support Provider	DW
Octavio Amador	BTSA Support Provider	DW
Michele Denney	BTSA Support Provider	DW
Nathan Douty	BTSA Support Provider	DW
Alfredo Flores	BTSA Support Provider	DW
Angela Freeman	BTSA Support Provider	DW
Maya Holland	BTSA Support Provider	DW
Jennifer McCord	BTSA Support Provider	DW
Micaela Morales	BTSA Support Provider	DW
Damien Ryan	BTSA Support Provider	DW
Victoria Zieber	BTSA Support Provider	DW
Steven Terry	BTSA Support Provider	DW
Erasmus Aguilar	BTSA Support Provider	DW
Debora Downum-Perez	BTSA Support Provider	DW
Ramon Mora	BTSA Support Provider	DW
Mark Friedley	BTSA Support Provider	DW
Julia Turner	BTSA Support Provider	DW
David Cramer	BTSA Support Provider	DW
Marco Villanueva	Asst. JV Football Coach	SHS
Art G. Berlanga	Asst. Varsity Football -Volunteer	SHS
Charles Gibbs	Asst. JV Football - Volunteer	SHS
Charles Gibbs	Asst. Basketball - Volunteer	SHS
Jesus Cuevas	Assistant Varsity Boys Soccer	SHS

<u>Employee</u>	<u>Position</u>	<u>Site</u>
Damien Ryan	Varsity Head Baseball	SHS
Efren Castro	Asst. Varsity Football -Volunteer	SHS
Joseph Gribas	Science Department Chair	SHS
Joseph Gribas	MESA Advisor	SHS
Abbie Arbrun	Yearbook Advisor .5	JF
Erin Ramirez	Yearbook Advisor .5	JF
Erin Ramirez	Student Council Advisor	JF
Glenda Woodrow	Student Council Advisor/ASB	MSMS
Glenda Woodrow	Athletic Director	MSMS
Glenda Woodrow	8th grade Girls Volleyball	MSMS
Glenda Woodrow	7th Grade Girls Basketball	MSMS
Glenda Woodrow	8th Grade Girls Basketball	MSMS
Glenda Woodrow	7th/8th Grade Co-Ed Softball	MSMS
Glenda Woodrow	7th Grade Girls Volleyball	MSMS

6. Approved the new positions for the 2013/14 school year

RESOLVED: The Board of Trustees approved the following positions for the 2013/2014 school year:

Classified

Custodian	1 position, 20 hrs. per week, .5 FTE, 260 Work Days
Pupil Supervisor	1 position, 8 hrs. per week, 180 Work Days at Rose Ferrero Elementary

Certificated

P.E. Teacher	1 position, temporary, 1.0 FTE, 186 work days per year for Soledad High School
Academic Counselor	1 position, 1 FTE, 196 work days per year, at Main Street School

**MOTION TO APPROVE PERSONNEL BY: Marie Berlanga SECONDED: Lucio Rios
AYES: Mrs. Berlanga, Mrs. Ledesma, Mr. Lopez, Mr. Rios NAYS: None ABSENT:
Mr. Barrera**

VII. **BOARD POLICIES**

A. Adoption – Exhibit 1312.4 Williams Lawsuit

The Board of Trustees adopted E 1312.4 – Exhibit Williams Lawsuit. This Exhibit was brought to the Board for a first reading at their August 14, 2013 Board meeting.

**MOTION TO APPROVE E 1312.4 BY: Gloria Ledesma SECONDED: Marie Berlanga
AYES: Mrs. Berlanga, Mrs. Ledesma, Mr. Lopez, Mr. Rios NAYS: None ABSENT:
Mr. Barrera**

VIII. **RESOLUTIONS**

- A. No. 9-01-13 – Signature Authorization to Release Funds from the District Checking Accounts for Student Council, Cafeteria, and Revolving Accounts
The Board of Trustees adopted Resolution No. 9-01-13, signature authorization to release funds from the District Checking Accounts for Student Council, Cafeteria, and Revolving Accounts.

**MOTION TO APPROVE NO. 9-01-13 BY: Gloria Ledesma SECONDED: Lucio Rios
AYES: Mrs. Berlanga, Mrs. Ledesma, Mr. Lopez, Mr. Rios NAYS: None ABSENT:
Mr. Barrera**

- B. No. 9-02-13 – Declaration of Need for Fully Qualified Educators
The Board of Trustees adopted Resolution No. 9-02-13 – Declaration of Need for Fully Qualified Educators.

**MOTION TO APPROVE NO. 9-02-13 BY: Marie Berlanga SECONDED: Gloria Ledesma
AYES: Mrs. Berlanga, Mrs. Ledesma, Mr. Lopez, Mr. Rios NAYS: None
ABSENT: Mr. Barrera**

- C. No. 9-03-13 – Designating Authorized Agents to Sign School Orders
The Board of Trustees adopted Resolution No. 9-03-13 – Designating Authorized Agents to sign school order.

**MOTION TO APPROVE NO. 9-03-13 BY: Marie Berlanga SECONDED: Lucio Rios
AYES: Mrs. Berlanga, Mrs. Ledesma, Mr. Lopez, Mr. Rios NAYS: None ABSENT:
Mr. Barrera**

- D. No. 9-04-13 – Adopting the “Gann Limit”
In accordance with Proposition 4, which was passed by the state voters in 1979, the Board of Trustees adopted Resolution No. 9-04-13 establishing limits according to the Gann Limit Initiative.

**MOTION TO APPROVE NO. 9-04-13 BY: Marie Berlanga SECONDED: Gloria Ledesma
AYES: Mrs. Berlanga, Mrs. Ledesma, Mr. Lopez, Mr. Rios NAYS: None
ABSENT: Mr. Barrera**

IX. **NEW ITEMS OF BUSINESS**

- Trustee Rios, welcomed everyone back and said that things were looking good; the grass was a little dry. He had the opportunity to visit a couple of schools at their back to school nights and said to keep up the good work.
- Trustee Berlanga thanked the high school for providing security at football game and commended the new cheerleader advisor and the cheerleaders, they were all very respectful and she especially liked the way they look this year.
- Trustee Ledesma thanked Dr. Boyd for a great start of the year. There are many changes this year; but it is for the best of the district and asked that everyone show their support. She has great experience and we will be the better for it.
- Trustee Rios said he was at a meeting and it was brought to his attention that Hartnell College was talking about Soledad and how the Board is trying to do away with paper by using technology and they want to follow our lead. He thanked Dr. Boyd and to Mr. Ayala for their leadership with technology.
- Trustee Lopez said that everything was positive and he understands that it might be stressful having all new administration; but to please remain positive. That we are all here for the students and to do the best to raise student achievement. Things get difficult but their objective is to get schools at the top and to get kids to graduate and have a fulfilling life. On another note, he said that he attended the football game, and he was also impressed with security and hoped that the high school continues on the same practice as safety is a big issue. He also asked that the high school work on the light in the parking lot on the front entrance of the stadium during the games. Mr. Lopez also suggested possibly closing off some poles at the main entrance; so at end of the games, they can be closed up and cars can exit on side.

X. **ADJOURNMENT**

Meeting adjourned at 8:02 p.m.

Respectfully submitted by:

President of the Board

Date

Clerk of the Board

Date