

SAUGUS UNION SCHOOL DISTRICT

ORGANIZATIONAL MEETING OF THE GOVERNING BOARD

6:00 p.m. Closed Session
7:30 p.m. Public Session

December 05, 2017

MINUTES

Attendance Taken at 6:10 PM:

Present:

Mr. Paul De La Cerda
Mrs. Julie Olsen
Dr. David Powell
Mr. Christopher Trunkey
Mrs. Judy Egan Umeck

I. ORGANIZATIONAL ITEMS

A. Call to Order

Minutes:

President of the Board, Dr. Powell called the Meeting of the Governing Board to order at 6:10 p.m.

B. Public Comments for Closed Session Items

C. Closed Session

1. Government Code Section 54957.6: Labor Negotiations
Negotiating Parties: Saugus Teachers Association/California
School Employees Association, Chapter 112/Unrepresented
Employees and Saugus Union School District. Negotiator:
Superintendent or Designee

2. Government Codes Section 54957: Personnel Issues

D. Closed Session Ended

Minutes:

The Board came out of closed session at 7:25 p.m.

E. Convene to Public Session

Minutes:

The Board convened to public session at 7:36 p.m.

F. Pledge of Allegiance

Minutes:

Paul Martinsen, Principal of Tesoro del Valle Elementary School, led the Pledge of Allegiance.

G. Report of Closed Session Action

Minutes:

There was nothing to report out of closed session.

H. Approve beginning the Annual Organizational Meeting

Motion Passed: Passed with a motion by Mrs. Judy Egan Umeck and a second by Mr. Paul De La Cerda.

Yes Mr. Paul De La Cerda

Yes Mrs. Julie Olsen

Yes Dr. David Powell

Yes Mr. Christopher Trunkey

Yes Mrs. Judy Egan Umeck

I. Approve Agenda for December 5, 2017

Motion Passed: Passed with a motion by Mr. Paul De La Cerda and a second by Mr. Christopher Trunkey.

Yes Mr. Paul De La Cerda

Yes Mrs. Julie Olsen

Yes Dr. David Powell

Yes Mr. Christopher Trunkey

Yes Mrs. Judy Egan Umeck

J. Approve Minutes from the Regular Meeting of the Governing Board for November 21, 2017

Motion Passed: Passed with a motion by Mrs. Julie Olsen and a second by Mrs. Judy Egan Umeck.

Yes Mr. Paul De La Cerda

Yes Mrs. Julie Olsen

Yes Dr. David Powell

Yes Mr. Christopher Trunkey

Yes Mrs. Judy Egan Umeck

K. Recognition for Board President Dr. David Powell

Minutes:

Dr. Lucid expressed her appreciation of Dr. David Powell, Outgoing Board President. On behalf of the Board and staff, Dr. Powell was presented with a gavel to commemorate his contributions to the Board in 2017.

L. Election of President, Governing Board

Motion Passed: Passed with a motion by Mrs. Judy Egan Umeck and a second by Mr. Paul De La Cerda.

Yes Mr. Paul De La Cerda

Yes Mrs. Julie Olsen

Yes Dr. David Powell

Yes Mr. Christopher Trunkey

Yes Mrs. Judy Egan Umeck

Minutes:

The Board approved the election of Christopher M. Trunkey as 2018 President of the Governing Board.

M. Election of Clerk, Governing Board

Motion Passed: Passed with a motion by Mrs. Judy Egan Umeck and a second by Dr. David Powell.

Yes Mr. Paul De La Cerda

Yes Mrs. Julie Olsen

Yes Dr. David Powell

Yes Mr. Christopher Trunkey

Yes Mrs. Judy Egan Umeck

Minutes:

The Board approved the election of Paul De La Cerda as the 2018 Clerk of the Governing Board.

N. Selection of Member of Governing Board as its Representative who shall have one vote in electing members to the County Committee on School District Organization

Motion Passed: Passed with a motion by Mrs. Judy Egan Umeck and a second by Mr. Paul De La Cerda.

Yes Mr. Paul De La Cerda

Yes Mrs. Julie Olsen

Yes Dr. David Powell

Yes Mr. Christopher Trunkey

Yes Mrs. Judy Egan Umeck

Minutes:

The Board approved the selection of David Powell as representative to the County Committee on School District Organization.

O. Selection of Member of Governing Board as its Representative to the Special Education Local Plan Area (SELPA) Board Liaison Committee

Motion Passed: Passed with a motion by Mr. Paul De La Cerda and a second by Dr. David Powell.

Yes Mr. Paul De La Cerda

Yes Mrs. Julie Olsen

Yes Dr. David Powell

Yes Mr. Christopher Trunkey

Yes Mrs. Judy Egan Umeck

Minutes:

The Board approved the selection of Judy Egan Umeck as representative to the Special Education Local Plan Area (SELPA) Board Liaison Committee.

P. Selection of Member of Governing Board as its Representative to Los Angeles County School Trustees Association (LACSTA)

Motion Passed: Passed with a motion by Mrs. Judy Egan Umeck and a second by Mr. Paul De La Cerda.

Yes Mr. Paul De La Cerda
Yes Mrs. Julie Olsen
Yes Dr. David Powell
Yes Mr. Christopher Trunkey
Yes Mrs. Judy Egan Umeck

Minutes:

The Board approved the selection of Julie Olsen as representative to the Los Angeles County School Trustees Association (LACSTA).

Q. Select two Board Members (one to serve as an alternate) to serve as member of the Governing Board of the Saugus/Hart School Facilities Financing Authority

Motion Passed: Passed with a motion by Mrs. Julie Olsen and a second by Dr. David Powell.

Yes Mr. Paul De La Cerda
Yes Mrs. Julie Olsen
Yes Dr. David Powell
Yes Mr. Christopher Trunkey
Yes Mrs. Judy Egan Umeck

Minutes:

The Board approved the selection of Paul De La Cerda to serve as Primary Member and Christopher Trunkey as Alternate Member of the Saugus/Hart School Facilities Financing Authority.

R. Approve Calendar of Board Meetings for 2018

Motion Passed: Passed with a motion by Mrs. Judy Egan Umeck and a second by Mrs. Julie Olsen.

Yes Mr. Paul De La Cerda
Yes Mrs. Julie Olsen
Yes Dr. David Powell
Yes Mr. Christopher Trunkey
Yes Mrs. Judy Egan Umeck

S. Approve Resolution 2017-18 # 24 for Certification of Signatures for Division of School Financial Services for Orders for Salary or Commercial Payments, Notices of Employment, Contracts, and Related Documents

Motion Passed: Passed with a motion by Dr. David Powell and a second by Mr. Paul De La Cerda.

Yes Mr. Paul De La Cerda
Yes Mrs. Julie Olsen
Yes Dr. David Powell
Yes Mr. Christopher Trunkey
Yes Mrs. Judy Egan Umeck

T. Approve Resolution 2017-18 # 25 for Certification of Signatures for Division of School Financial Services authorizing Special Education Local Plan Area (SELPA) Director to sign SELPA related documents

Motion Passed: Passed with a motion by Mrs. Judy Egan Umeck and a second by Mrs. Julie Olsen.

Yes Mr. Paul De La Cerda

Yes Mrs. Julie Olsen

Yes Dr. David Powell

Yes Mr. Christopher Trunkey

Yes Mrs. Judy Egan Umeck

II. HEARING SESSION

A. Recognition

1. Skyblue Mesa Elementary School - Parent Teacher Organization Board

Minutes:

Kimberly Humphries, Principal of Skyblue Mesa Elementary School, commended the PTO for all their hard work. Virginia Terracciano, teacher at Skyblue Mesa, thanked them for the work they do from the heart. Tina Macabitas, teacher at Skyblue Mesa, is so thankful for their support. It's an honor to work and collaborate with them. The Board presented Certificates of Recognition to Jessica Rafkind, Jessy Bogharian, Lorrie Dieden, Cory Phillips, Shannon Cunningham, Susan Floyd, Patty McCord, Nancy Miller, Lynda Sincomb, Joselyn Ryan, and Danielle Deaton. Not present were Barbara Sanders, Michelle Alfonso and Michelle Lawless.

B. Board/Cabinet Reports

Minutes:

Dr. Powell shared the following: 1) Thanked Skyblue Mesa PTO Executive Board. 2) He congratulated all our schools that participated in the 30 Things for 30 Years and Helmers for winning. 3) He thanked Mrs. Bett and Dr. Vehuni for their efforts at West Creek Academy in response to the Rye Canyon Fire. 4) He attended the CSBA conference. 5) He thanked the Board for the gavel and for their friendship, it has been an honor to serve as Board President. 6) He also thanked Cabinet, STA, CSEA, Administrators, staff and Mrs. Dall. 7) He will miss board agenda reviews with Dr. Lucid, but will still stop by.

Mrs. Olsen shared the following: 1) Thanked and congratulated Dr. Powell. 2) Congratulated Mr. Trunkey, 2018 Board President and Mr. De La Cerda, 2018 Board Clerk. 3) Congratulated all our schools that participated in 30 Things for 30 Years and Helmers for winning. 4) Attended the CSBA conference - some sessions were informative. 5) Grateful to firefighters and first responders, Mrs. Bett and Dr. Vehuni. 5) Wished everyone a nice Winter Break.

Mrs. Umeck shared the following: 1) Thanked Dr. Powell for his knowledge of policy and professionalism. It was a sincere pleasure to work with you. 2) Attended the CSBA conference - mental health is at the forefront. 3) Wished everyone Happy Holidays.

Mr. De La Cerda shared the following: 1) Thanked Dr. Powell for his service and leadership. 2) Congratulated Mr. Trunkey. 3) Thanked the Board for electing him as Clerk. 4) Thanked everyone for their efforts with regard to the fire near West Creek Academy. 5) Wished everyone Happy Holidays.

Mr. Trunkey shared the following: 1) Thanked first responders including district staff for quick response to fire issues at West Creek Academy. 2) Thanked Dr. Powell for his year of service as Board President and his friendship. 3) Thanked Mayor Smythe for visiting 30 for 30 schools. 4) Congratulated all our schools for participating in the 30 Things for 30 Years program and Helmers Elementary School for winning. 5) Thanked Skyblue Mesa PTO. 6) Wished everyone Happy Holidays!

Dr. DeArmas shared the following: 1) Congratulated Skyblue Mesa PTO. 2) Kimberly Humphries was presented with the Crystal Apple Award from LACOE at the Administrators' meeting on December 4. Congratulations! 3) Spoke briefly about the NGSS Timeline. A handout was distributed to Board and Cabinet. 4) Received CALPADS Data Management Recognition certificate. Grateful to Sue Guinn for all her hard work. 5) Spoke briefly about assessment data. 6) Attended the 30 Things for 3 Years celebration at Highlands. 6) Wished everyone Happy Holidays!

Dr. Stevenson provided Human Resources department updates.

Mr. Heinlein visited the command center today. The scanning project continues.

Dr. Lucid thanked Dr. Powell for his service and welcomed Mr. Trunkey. Commended Susan Bett and Alina Vehuni for handling everything with great leadership and making sure parents were informed about the fire near West Creek. She also thanked Cabinet, Keith Karzin, Diane D'Elia, Jim Sandefur, Barbara Boliver, Rose Villanueva and district staff. She commended Vicki Kubasak for notifying parents regarding students returning safely from the field trip at VT Ranch. She also thanked Jim Sandefur, Darcie Withers and counselors. She wished everyone Happy Holidays!

C. Saugus Teachers Association (STA)

Minutes:

On behalf of STA, President, Debbie Rocha shared the following: 1) Today was quite a day. She thanked those site administrators who handled the situation so professionally, ensuring children stayed safe and made quick arrangements for those colleagues that needed to leave immediately for home evacuations and to get their children who were being evacuated. 2) STA participated this week in the interview process for a new Behaviorist. They would like the Board to consider hiring 2 new Behaviorist in order to support the needs of staff and

students. 3) Expressed concern over recent hiring practices. 4) As a reminder, STA is hosting the annual school board dinner and to please RSVP.

D. California School Employees Association (CSEA), Chapter 112

E. Saugus Administrators Association (SAA)

Minutes:

On behalf of SAA, Paul Martinsen, Principal of Tesoro del Valle Elementary School, shared the following: 1) Wished all members of the Saugus family a heartfelt Happy Holidays and New Year. 2) Administrators have been busy with school plans, learning walks, staff meetings, professional development observations, evaluations, managing facilities, interviews, data crunching, budget analysis, etc. This is just a partial list and does not include the list of responsibilities that are taken care of outside of school. 3) Fortunate to work with certificated and classified employees who are professional and work hard at their jobs. In closing, he shared a quote by Nikos Kazantzakis. "True teachers are those who use themselves as bridges over which they invite their students to cross; then, having facilitated their crossing, joyfully collapse, encouraging them to create their own."

F. Representative from the Child Development Programs

G. Representatives from Parent Leader Organizations

H. Representatives from School Site Councils

I. Questions regarding Agenda Items

Minutes:

There were no questions regarding agenda items.

J. Advanced written requests to address the Board regarding agenda and non-agenda items

Minutes:

There were no written requests to address the Board regarding agenda and non-agenda items.

III. CONSENT CALENDAR APPROVALS (1)

A. Removal of items from the Consent Calendar

B. Approval of items removed from the Consent Calendar

C. Approval of Consent Calendar (1)

Motion Passed: Passed with a motion by Mrs. Julie Olsen and a second by Mr. Paul De La Cerda.

Yes Mr. Paul De La Cerda

Yes Mrs. Julie Olsen

Yes Dr. David Powell

Yes Mr. Christopher Trunkey

Yes Mrs. Judy Egan Umeck

D. CONSENT CALENDAR - SUPERINTENDENT (Joan Lucid)

E. CONSENT CALENDAR - BUSINESS (Nick Heinlein)

1. Gifts & Donations to the District

F. CONSENT CALENDAR - HUMAN RESOURCES (Jennifer Stevenson)

G. CONSENT CALENDAR - EDUCATION SERVICES (Isa DeArmas)

1. Conference Attendance Report

2. Educational Equity For All (Tana Donaghy) Saugus Contract # 17-18-312

3. Vasquez Rocks - Rosedell School

4. Gilchrist Farm - West Creek Academy

IV. CONSENT CALENDAR RATIFICATIONS (2)

A. Removal of items from the Consent Calendar

B. Approval of items removed from the Consent Calendar

C. Approval of Consent Calendar (2)

Motion Passed: Passed with a motion by Mrs. Judy Egan Umeck and a second by Mr. Paul De La Cerda.

Yes Mr. Paul De La Cerda

Yes Mrs. Julie Olsen

Yes Dr. David Powell

Yes Mr. Christopher Trunkey

Yes Mrs. Judy Egan Umeck

D. CONSENT CALENDAR - SUPERINTENDENT (Joan Lucid)

E. CONSENT CALENDAR - BUSINESS (Nick Heinlein)

1. Commercial Warrants

2. Active Purchase Orders

F. CONSENT CALENDAR - HUMAN RESOURCES (Jennifer Stevenson)

1. Personnel Report 17/18-9

Minutes:

Dr. Stevenson congratulated the following: Mr. Pete Bland as the new Director of Personnel Services, Dr. Alina Vehuni as Interim Principal at Helmers, and Mrs. Susan Bett will be reassigned from Interim Principal to Principal of West Creek. Interviews for the Assistant Principal opening will be on December 14.

G. CONSENT CALENDAR - EDUCATION SERVICES (Isa DeArmas)

1. Ratification of Advanced Behavioral Pathway Saugus Contract #17-18-232-B (Saugus Contract #17-18-232-A Approved October 17, 2017) (Saugus Contract #17-18-232 Approved July 11, 2017) ISA #17-18-232-11-A SSID #8044928032 Estimated Cost \$2,000 (increased \$560) ISA #17-18-232-12-A SSID #6030364590 Estimated Cost \$1,840 (increased \$400) ISA #17-18-232-13 SSID #2398932022 Estimated Cost \$1,440 (New assessment) ISA #17-18-232-14 SSID #9370489397 Estimated Cost \$1,440 (New assessment) ISA #17-18-232-15 SSID #5414664688 Estimated Cost \$1,440 (New assessment) ISA #17-18-232-16 SSID #8627785727 Estimated Cost \$1,440 (New assessment) ISA #17-18-232-17 SSID #2441703778 Estimated Cost \$1,440 (New assessment) ISA #17-18-232-18 SSID # 8510317075 Estimated Cost \$1.440 (New assessment)

2. Ratification of Therapy In Action Saugus Contract # 17-18-233 ISA # 17-18-233-29 SSID #1035841443 Estimated. Cost \$230 ISA # 17-18-233-30 SSID #8530847976 Estimated. Cost \$230

3. Ratification of Colleen Rosales, RTC (Recreation Therapy) Saugus Contract # 17-18-262-A ISA # 17-18-262-8 SSID #3190847387 Estimated. Cost \$503.50 (Observation/Assessment)

V. GENERAL FUNCTIONS

A. Rio Vista Elementary School Presentation

Minutes:

Ms. Gina Nolte, Principal of Rio Vista Elementary School, introduced her Leadership Team - Sue O'Brien, Jodi Iwafuchi, Jennifer Ejinduaka, Venee Harshorne and Tami Dozal. A PowerPoint was presented which highlighted some of the opportunities offered at Rio Vista. Ms. Nolte also shared the 2016-17 Smarter Balanced Assessment Report. The Board had questions regarding truancy and transportation problems.

B. Tesoro del Valle Elementary School Presentation

Minutes:

Mr. Paul Martinsen, Principal of Tesoro del Valle Elementary, introduced Kim Howard, Leadership Team. They shared the Mission statement, Vision statement and the 2016-17 Smarter Balanced Assessment Report.

VI. EDUCATION SERVICES

A. Approve 2018 Title I K-Grade 5 Summer School Academies at Cedar creek, Rio Vista, and Skyblue Mesa

Motion Passed: Passed with a motion by Dr. David Powell and a second by Mrs. Julie Olsen.

Yes Mr. Paul De La Cerda
Yes Mrs. Julie Olsen
Yes Dr. David Powell
Yes Mr. Christopher Trunkey
Yes Mrs. Judy Egan Umeck

B. Approve 2017-2018 Single School Plan for Student Achievement

Minutes:

The 2017-2018 Single School Plan for Student Achievement was tabled so that the Board may have more time to review. This item will be brought back in January.

C. Approve the Purchase of Teacher Replacement Laptops from ConvergeOne (formerly Sigmanet)

Motion Passed: Passed with a motion by Mr. Paul De La Cerda and a second by Dr. David Powell.

Yes Mr. Paul De La Cerda

Yes Mrs. Julie Olsen

Yes Dr. David Powell

Yes Mr. Christopher Trunkey

Yes Mrs. Judy Egan Umeck

D. Conduct Third Reading and Adoption of Board Policy (BP) and Administrative Regulation (AR) 6112, School Day

Motion Passed: Passed with a motion by Dr. David Powell and a second by Mr. Paul De La Cerda.

Yes Mr. Paul De La Cerda

Yes Mrs. Julie Olsen

Yes Dr. David Powell

Yes Mr. Christopher Trunkey

Yes Mrs. Judy Egan Umeck

VII. HUMAN RESOURCES

A. Approve Memorandum of Understanding between the California School Employees Association (CSEA) and its Chapter 112 and the Saugus Union School District (SUSD) AB 119 - Regarding Access to New Employee During Orientation

Motion Passed: Passed with a motion by Mrs. Julie Olsen and a second by Dr. David Powell.

Yes Mr. Paul De La Cerda

Yes Mrs. Julie Olsen

Yes Dr. David Powell

Yes Mr. Christopher Trunkey

Yes Mrs. Judy Egan Umeck

B. Conduct Second Reading and Adoption of Administrative Regulation (AR) and Exhibit (E) 4112.5, 4212.5, 4312.5 Criminal Record Check.

Motion Passed: Passed with a motion by Mrs. Judy Egan Umeck and a second by Mr. Paul De La Cerda.

Yes Mr. Paul De La Cerda

Yes Mrs. Julie Olsen

Yes Dr. David Powell

Yes Mr. Christopher Trunkey

Yes Mrs. Judy Egan Umeck

VIII. BUSINESS SERVICES

A. Approve 2016-17 Annual Audit Report

Motion Passed: Passed with a motion by Mr. Paul De La Cerda and a second by Mrs. Judy Egan Umeck.

- Yes Mr. Paul De La Cerda
- Yes Mrs. Julie Olsen
- Yes Dr. David Powell
- Yes Mr. Christopher Trunkey
- Yes Mrs. Judy Egan Umeck

B. Approve 2016-17 Community Facilities District (CFD) Audit Report

Motion Passed: Passed with a motion by Mr. Paul De La Cerda and a second by Mrs. Julie Olsen.

- Yes Mr. Paul De La Cerda
- Yes Mrs. Julie Olsen
- Yes Dr. David Powell
- Yes Mr. Christopher Trunkey
- Yes Mrs. Judy Egan Umeck

C. Approve 2017-18 First Interim Financial Report

Motion Passed: Passed with a motion by Mrs. Judy Egan Umeck and a second by Dr. David Powell.

- Yes Mr. Paul De La Cerda
- Yes Mrs. Julie Olsen
- Yes Dr. David Powell
- Yes Mr. Christopher Trunkey
- Yes Mrs. Judy Egan Umeck

D. Approve Resolution 2017-18 # 26 of the Governing Board of the Saugus Union School District Approving the Annual and Five Year Reportable Fees Report for Fiscal Year 2016-17, in Compliance with Government Code Sections 66006 and 66001

Motion Passed: Passed with a motion by Mr. Paul De La Cerda and a second by Mrs. Judy Egan Umeck.

- Yes Mr. Paul De La Cerda
- Yes Mrs. Julie Olsen
- Yes Dr. David Powell
- Yes Mr. Christopher Trunkey
- Yes Mrs. Judy Egan Umeck

IX. FUTURE BOARD MEETINGS/AGENDA ITEMS

Minutes:

The Board requested a Special Board Meeting to be scheduled for December 19 at 5:30 p.m., to nominate representative(s) to the California School Boards Association (CSBA) Delegate Assembly.

A. Regular Board Meetings for 2018 (Proposed) - January 16, February 6, February 20, March 6, March 20, April 17, May 1, May 15, June 5, June 12, July 2, July 16, August 7, August 21, September 4, September 18, October 2, October 16, November 6, November 20, and December 11 (Organizational)

B. Future Agenda Items/Reports - Educational Foundation

X. RECESS

Minutes:

It was not necessary to take a recess.

XI. CLOSED SESSION

Minutes:

The Board did not go into closed session.

A. Government Code Section 54957.6: Labor Negotiations Negotiating Parties: Saugus Teachers Association/California School Employees Association, Chapter 112/Unrepresented Employees and Saugus Union School District. Negotiator: Superintendent or Designee

B. Government Codes Section 54957: Personnel Issues

XII. ADJOURNMENT

Motion Passed: Passed with a motion by Mrs. Judy Egan Umeck and a second by Dr. David Powell.

Yes Mr. Paul De La Cerda
Yes Mrs. Julie Olsen
Yes Dr. David Powell
Yes Mr. Christopher Trunkey
Yes Mrs. Judy Egan Umeck

Minutes:

The meeting was adjourned at 10:34 p.m.

Approved _____

Christopher M. Trunkey, President

Paul De La Cerda, Clerk

Joan M. Lucid, Superintendent