



# SCOTTS VALLEY UNIFIED SCHOOL DISTRICT

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EDUCATIONAL SERVICES  
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## BOARD OF TRUSTEES Minutes of Regular Meeting December 10, 2013

CLOSED SESSION: 5:30pm  
PUBLIC SESSION: 6:00pm  
SCOTTS VALLEY CITY COUNCIL CHAMBERS  
One Civic Center Drive  
Scotts Valley, CA 95066

### **PUBLIC SESSION CALLED TO ORDER**

Board President Art Bubb called the Public Session to order at 5:30 p.m. **Board members present:** Art Bubb, Kim Shultz, Michael Shulman, and Sue Roth. **Absent:** John Abel. Also in attendance were Superintendent Penny Weaver and Chief Business Official Vickie Clark.

### **ADJOURNED TO CLOSED SESSION at 5:30 p.m.**

- A. **CONSIDERATION OF THE EMPLOYMENT, EVALUATION OF PERFORMANCE, DISCIPLINE, OR DISMISSAL OF A PUBLIC EMPLOYEE (Government Code Section 54957)**
- B. **COLLECTIVE BARGAINING SESSION (Government Code Section 3549.1(d))** Executive session between the public school employer and its designated representative, Penny Weaver, for the purpose of giving direction regarding negotiations with Scotts Valley Education Association.
- C. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code 54957)** Superintendent evaluation

### **ADJOURNED CLOSED SESSION at 6:02 p.m.**

### **PUBLIC SESSION CALLED TO ORDER**

Board President Art Bubb called the Public Session to order at 6:04 p.m. **Board members present:** Art Bubb, Sue Roth, Michael Shulman, Kim Shultz, and Student Advisory Member Jillian Koopman. Board member John Abel arrived at 6:15 p.m. Also in attendance were Superintendent Penny Weaver, Chief Business Official Vickie Clark, Director of Business Services Rudolph Ramirez, Director of Educational Services Eileen Bashford, Interim Director of Technology Kat Beebee, Human Resources Administrator Carolyn Lewis, Brook Knoll Elementary School Principal Sharlene Ransom, Scotts Valley Middle School Principal Mary Lonhart, and Scotts Valley High School Principal Valerie Bariteau.

### **PLEDGE OF ALLEGIANCE**

## CLOSED SESSION ACTION REPORT

### A. CONSIDERATION OF THE EMPLOYMENT, EVALUATION OF PERFORMANCE, DISCIPLINE, OR DISMISSAL OF A PUBLIC EMPLOYEE (Government Code Section 54957)

Board President Art Bubb reported the Board received information, no action taken.

### B. COLLECTIVE BARGAINING SESSION (Government Code Section 3549.1(d)) Executive session between the public school employer and its designated representative, Penny Weaver, for the purpose of giving direction regarding negotiations with Scotts Valley Education Association.

Board President Art Bubb reported the Board received information and gave staff direction.

### C. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code 54957) Superintendent evaluation

Board President Art Bubb reported the Board reviewed the Superintendent's evaluation and were very pleased.

## SET THE AGENDA

Board President Bubb requested that the Annual Organizational Meeting be delayed to the end of the meeting due to speakers present.

**MSP Shulman/Roth 4-0** (with above modification) (Abel arrived at 6:15pm) **Student Advisory Vote: Aye**

## BOARD UPDATE/DISCUSSION

- Board Member Kim Shultz said he volunteered at the SVEF Tree Lot last Sunday and it was a great experience to witness the community coming to support the district by purchasing trees. Mr. Shultz also attended the Common Core Parent Night for Brook Knoll and Vine Hill and felt the presentation was outstanding with demonstrations of practical applications.
- Board Clerk Michael Shulman said he attended the Cross Country Team banquet, as his daughter is on the team, and was amazed that the attitudes of the students and coaches plus their performance. He did not attend the Annual CSBA Conference this year, but was able to view some of the sessions through live webinars and was very impressed with several speakers.
- Board Vice President Sue Roth attended the Annual CSBA Conference along with Superintendent Weaver and was very impressed by the presentations. It was expressed that School Boards are the most positively respected political bodies. We need to continue to be vocal that all students are important. Ms. Roth gave brief highlights of some of the sessions she attended. She also attended the SVEF meeting two weeks ago where they are working hard on communication and their Annual Report. There are only fourteen trees left at the SVEF Tree Lot so they will probably sell out soon. The district had requested additional funds from SVEF to support counseling services but have rescinded the request since it would put SVEF in a deficit for next year's commitment to support libraries at each site. The Lynn Beebe Scholarships currently have two recipients going through the process.

## SUPERINTENDENT'S REPORT

- Superintendent Penny Weaver welcomed everyone and gave a brief overview of the Annual CSBA Education Conference she attended last week in San Diego.
- **SVEF – Mt. Charlie Challenge** – Superintendent Weaver said that this presentation will be at a future Board meeting.
- **SVHS Haunted House Proceeds** – SVHS Principal Valerie Bariteau said the high school's Haunted House has been in production for eleven years and commended SVHS teacher Erik Wyner, who oversees the production, and the students for their many hours of hard work. Mr. Wyner and student Lizzie Torrez presented a check for \$9,399.01 from the proceeds of the Haunted House to the Leukemia & Lymphoma Society representative Melisse Skelton. Ms. Skelton presented plaques to Mr. Wyner and the students for making the largest donation of any high school and also a plaque to Scarborough Lumber for sponsoring the Haunted House and helping with supplies and materials. Board Members and the Superintendent commended Mr. Wyner and all of the Haunted House student workers for their hard work and dedication to a cause.
- Superintendent Weaver introduced Mr. Mike "Lock" Smith, a key person in the security layer of the district to

report on the progress of replacing the locking mechanisms at each school site. Mr. Smith reported that all sites are completed with the exception of a few doors at the high school. The Board had approved up to \$100,000 for the project and it was completed for approximately \$54,000. Board members thanked him for his work and ability to save funds for the district.

### **STUDENT ADVISORY MEMBER'S REPORT**

Student Advisory Member Jillian Koopman said the Canned Food Drive and the Adopt-a-Family are going on now and will end December 16<sup>th</sup>. There was a good turnout for the Blood Drive and the Fall Play "Second Class" is this weekend in the Student Union. The Winter Sports Rally will be held this Friday and the SVMS and SVHS Choir and Band Concert is scheduled for December 17<sup>th</sup>. The Holiday Assembly for arts appreciation will be held on December 19<sup>th</sup> and the Winter Formal is scheduled for January 10<sup>th</sup>. The week of January 13<sup>th</sup> is Focus Week then finals.

### **SCZCSBA REPORT**

Board Vice President Sue Roth stated the informational meeting for Board members regarding Common Core was well received and SCZCSBA plans to do something similar for Board members in the near future.

### **SVEA REPORT**

SVEA President Molly McQuestion said she hasn't had a lot to say at the last few meetings because things are going so well. SVEA meetings with Superintendent Weaver are beneficial and communication between teachers, administrators and the district are going well.

### **MATTERS FROM THE PUBLIC**

No comments received.

### **ITEMS SCHEDULED FOR CONSIDERATION**

#### **A. ADMINISTRATION**

Weaver

1. **Receive Information About Bond Measure Planning and Organization**

**MSP Shulman/Shultz Vote: 4-0** (Roth in restroom) **Student Advisory Vote: Aye**

Superintendent Penny Weaver introduced David Casnocha, Bond Counsel and Managing Shareholder at Stradling, Yocca, Carlos & Rauth San Francisco office who presented detailed information regarding the timeline, resolution wording samples, clarification of technology inclusion, and next steps to a possible 2014 general obligation bond election. Board members asked clarifying questions.

2. **Approve a Proposal to Conduct Public Opinion Research Related to a Possible Bond Measure for Scotts Valley Unified School District**

**MSP Abel/Shulman Vote: 5-0** (motion for recommended poll) **Student Advisory Vote: Aye**

Superintendent Penny Weaver explained that this is a formal proposal from Gene Bregman & Associates for consideration to conduct a public opinion poll in January 2014. The staff recommendation is for the mid-range poll. Board members asked clarifying questions. Board members Shulman and Shultz volunteered to work with Bregman & Associates on the poll.

3. **Approve Resolution Number 14-011 Defining Volunteers as Employees for Purposes of Workers' Compensation Coverage Penny**

**MSP Abel/Roth Roll Call Vote: 5-0** **Student Advisory Vote: Aye**

Chief Business Official Vickie Clark explained that Ed Code provides that volunteers be treated as employees if injured while working. The district's insurance carrier recommends this declaration should be in writing through a resolution of the Governing Board. There is no additional cost to the district. Board members asked clarifying questions.

4. **Consider Nominating Delegates for CSBA's Delegate Assembly**  
**MSP Abel/Roth Vote: 5-0** (nomination of Cynthia Hawthorne) **Student Advisory Vote: Aye**  
 Superintendent Weaver said that this is an opportunity for the Board to nominate someone for the Delegate Assembly. Board Vice President Sue Roth provided information regarding Cynthia Hawthorne who is seeking re-election. Ms. Hawthorne's Delegate Assembly term will expire in March and she is currently a Trustee for Santa Cruz City Schools. Board members agreed unanimously to nominate Ms. Hawthorne.
  
5. **Approve for Adoption the CSBA Updates to the Following Board Policies and/or Administrative Regulations: 0420 – School Plans/Site Councils, 1431 – Waivers, 3311 – Bids, 3542 – School Bus Drivers, 4112.42 – Drug and Alcohol Testing for School Bus Drivers, 4161.11 – Industrial Accident/Illness Leave, 5111.2 – Nonresident Foreign Students, 5141.27 – Food Allergies/Special Dietary Needs, 9010 – Public Statements, 9250 – Remuneration, Reimbursement and Other Benefits**  
**MSP Shulman/Roth Vote: 5-0 Student Advisory Vote: Aye**
  
6. **Accept for First Reading the CSBA Updates to the Following Board Policies and/or Administrative Regulations: 0460 – Local Control and Accountability Plan, 0500 – Accountability, 0520.2 – Title I Program Improvement Schools, 3100 – Budget, 3110 – Transfer of Funds, 3350 – Travel Expenses, 4161.8 – Family Care and Medical Leave, 5131.6 – Alcohol and Other Drugs, 5131.61 – Drug Testing, 6144 – Controversial Issues, and 6162.6 – Use of Copyrighted Materials**  
**MSP Shulman/Abel Vote: 5-0** (with modifications) **Student Advisory Vote: Aye**  
 Superintendent Penny Weaver explained that CSBA sends quarterly updates to policies and regulations due to changes in law, education code and mandates. Board members asked clarifying questions and made modifications to several policies/administrative regulations.

**B. BUSINESS**

**Clark**

1. **Accept Report as Prepared by Chavan & Associates LLP, Certified Public Accountants, for the 2012-13 Fiscal Year**  
**MSP Abel/Shulman Vote: 5-0 Student Advisory Vote: Aye**  
 Chief Business Official Vickie Clark introduced Sheldon Chavan of Chavan & Associates LLP, Certified Public Accountants who gave an overview of the district audit and its findings. He went on to say the district had no findings and commended the Business Department staff. Board members asked clarifying questions.
  
2. **Approve the 2013-2014 First Interim Financial Report**  
**MSP Shultz/Abel Vote: 5-0 Student Advisory Vote: Aye**  
 Chief Business Official Vickie Clark presented the First Interim Financial Report with comparisons of the General Fund Budget, as adopted in June, with the most current budget projections. The multi-year projection demonstrates that the district will be in a positive position for the current year as well as the next two fiscal years. Board Members asked clarifying questions. . *The presentation is posted to the district web site at <http://www.scottsvalleyusd.org> .*

**C. EDUCATIONAL SERVICES**

**Bashford**

1. **Receive Information on the Implementation of Online Assessment Including Technology Infrastructure Improvements**  
**MSP Shulman/Abel Vote: 5-0 Student Advisory Vote: Aye**  
 Interim Director of Technology Kat Beebe presented information regarding online assessment, the state of the district's technology infrastructure, and ongoing work by staff. Board members asked clarifying questions.

**MSP Shulman/Abel** (motion to extend the meeting) **Vote: 5-0**

2. **Approve a Trip for the Scotts Valley High School Choir to Participate in the 2014 Hollywood Festival in Los Angeles on April 11 Through April 13, 2014**  
MSP Shultz/Abel Vote: 5-0 Student Advisory Vote: Aye
3. **Receive Information on the Development of a District Parent Advisory Committee to Provide Input for the Local Control Accountability Plan**  
MSP Shultz/Shulman Vote: 5-0 Student Advisory Vote: Aye  
Director of Educational Services Eileen Bashford explained the district's plan to utilize a parent advisory committee and gather input from various other parent groups in the development of the Local Control Accountability Plan. Board members asked clarifying questions.

**D. CONSENT AGENDA**

MSP Shulman/Abel 5-0 Student Advisory Vote: Aye

1. **Approve Minutes from the Regular Board Meeting of November 12, 2013**
2. **Approve a Contract with School Project for Utility Rate Reduction (SPURR), a Joint Powers Authority, for Natural Gas Services**
3. **Approve a Business Associate Agreement with Keenan & Associates**
4. **Ratify a Compromise and Release Agreement Between the District and Employee #2033**
5. **Accept Donations to Scotts Valley Unified School District**
6. **Approve the Certificated Personnel Action Report**
7. **Approve the Classified Personnel Action Report**
8. **Approve Warrants**

9:10pm - Student Advisory Member Jillian Koopman left due the late hour.

**ANNUAL ORGANIZATIONAL MEETING: 9:05 p.m.**

**Members of the Board will Select:**

- A. **Officers:**
  - a. President: Art Bubb                      MSP Abel/Shulman    Vote: 4-1 (Trustee Roth voting no)
  - b. Vice President: Sue Roth              MSP Bubb/Shulman    Vote: 5-0
  - c. Clerk: Kim Shultz                      MSP Shulman/Abel    Vote: 5-0
- B. **Superintendent as Secretary to the Board of Trustees**  
MSP Abel/Shulman Vote: 5-0
- C. **Reapproval of all current Board Policies and accompanying Administrative Regulations**  
MSP Abel/Shulman Vote: 5-0
- D. **Appointment of Scotts Valley Schools Financing Corporation Corporate Officers**  
MSP Abel/Shulman Vote: 5-0
  1. President – Art Bubb
  2. Vice President – Sue Roth
  3. Clerk – Michael Shulman
  4. Members – John Abel and Kim Shultz

**E. Regular Board Meeting Schedule, Including Place and Time**

The regular meetings of the Board of Trustees are generally held on the 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays of most months, beginning at 6:00 p.m. in the Scotts Valley City Council Chambers. Probable dates:

**MSP Shulman/Abel Vote: 5-0**

January 14, 2014	April 22, 2014	September 9, 2014
January 28, 2014	May 13, 2014	September 23, 2014
February 11, 2014	May 27, 2014	October 14, 2014
February 25, 2014	June 10, 2014	October 28, 2014
March 11, 2014	June 24, 2014 (tentative)	November 18, 2014 (Nov 11 Veterans Day)
March 25, 2014	August 12, 2014	December 9, 2014
April 8, 2014		

**F. Board President’s Appointments to Committees:**

**Scotts Valley City/Schools Committee** meets every other month. Usually Board President and Vice President. Appointed **Art Bubb** and **John Abel**. No alternate assigned.

**Santa Cruz County School Boards Association (SCZCSBA)** Appointed **Sue Roth**. No alternate assigned.

**Scotts Valley Educational Foundation (SVEF)** meets the fourth Thursday of most months. Appointed **Sue Roth**. Alternate **Kim Shultz**.

**ANNUAL ORGANIZATIONAL MEETING ADJOURNED at 9:25 p.m.**

**REGULAR SESSION ADJOURNMENT**

**Board President Art Bubb adjourned the public session at 9:25 p.m.**

**Minutes Recorded By:**

**Minutes Approved By:**

\_\_\_\_\_  
**Brenda Spalding**  
**Administrative Assistant to Superintendent**

\_\_\_\_\_  
**Kim Shultz**  
**Clerk to the Board of Trustees**