



**San Juan Unified School District**

Board of Education

3738 Walnut Avenue, Carmichael, California 95608

**Board of Education Minutes  
December 15, 2020**

**Regular Meeting**

Board of Education

5:30 p.m.

**Call to Order (A)**

The December 15 regular meeting was called to order by the president, Paula Villescaz. In the interest of public health, in compliance with California Governor Gavin Newsom's Executive Orders N-25-20 and N-35-20, the California State Public Health Officer's December 3 Regional Stay At Home Order, the California State Public Health Officer's order that included social-distancing guidelines and avoiding group gatherings, the order issued by the Sacramento County Health Officer, directing all individuals to stay at home or at their residence and prohibiting all non-essential gatherings of any number and all applicable provisions of federal and state law, the December 15 regular meeting was conducted telephonically via the Zoom video conferencing platform and also streamed to YouTube.

**Roll Call**

Present: (via Zoom from separate locations)

Paula Villescaz, president

Michael McKibbin, Ed.D., vice president

Zima Creason, clerk

Pam Costa, member

Saul Hernandez, member

**Visitor Comment: Closed Session (A-1)**

*[via electronic comment form, and read aloud by Trent Allen, Senior Director of Community Relations]:*

Sharon Rafferty commented about her job duties during distance learning.

**Closed Session (B)**

The meeting was then recessed, with the board convening in closed session to consider student readmissions in two cases and to discuss with negotiator Jim Shoemake, Assistant Superintendent, Schools and Labor Relations, regarding CSEA Chapter 127 General/Operations support, Chauffeurs/Teamsters Local No. 150 Transportation, Supervisors, Teachers and Certificated Supervisory units; and regarding non-represented groups: management and confidential units (Government Code section 54957.6).

**Reconvene Open Session/Pledge of Allegiance (C)**

At 6:30 p.m. the meeting was called back to order by the president Paula Villescaz. Four members of the Del Campo High School Air Force Jr. ROTC virtually led the group in the Pledge of Allegiance. After the Pledge of Allegiance, Ms. Villescaz explained the two methods (electronically or on Zoom) available to submit public comments for tonight's meeting.

**Organizational Meeting: Election of Officers/Board Representatives/Meeting Dates, Times, Location and Remuneration (D)**

**Election of Officers:**

It was moved by Dr. McKibbin, seconded by Ms. Costa, that Ms. Villescaz be elected president. MOTION CARRIED 4-0-1 [AYES: McKibbin, Creason, Costa, Hernandez; NOES: None; ABSTAIN: Villescaz]

It was moved by Ms. Creason, seconded by Mr. Hernandez, that Dr. McKibbin be elected vice president. MOTION CARRIED 4-0-1 [AYES: Villescaz, Creason, Costa, Hernandez; NOES: None; ABSTAIN: McKibbin]

It was moved by Ms. Costa, seconded by Dr. McKibbin, that Ms. Creason be elected clerk. MOTION CARRIED 4-0-1 [AYES: Villescaz, McKibbin, Costa, Hernandez; NOES: None; ABSTAIN: Creason]

The board approved the selection of board representatives and alternates to the following committees:

- Citizens/Bond Oversight Committee — Mr. Hernandez; Ms. Villescaz, alt.
- Curriculum, Standards, Instructional and Student Services — Ms. Costa; Dr. McKibbin, alt.
- Facilities Committee — Mr. Hernandez; Ms. Creason, alt.
- District Audit Committee — Mr. Hernandez and Ms. Villescaz
- Local Control and Accountability Plan (LCAP) Parent Advisory Committee (PAC) and LCAP Ad Hoc Committee — Ms. Villescaz; Dr. McKibbin, alt.
- District English Learner Advisory Committee (DELAC) — Ms. Costa; Ms. Creason, alt.
- Special Education Community Advisory Committee (CAC) — Ms. Creason; Dr. McKibbin, alt.
- California School Boards Association (CSBA) Delegate Assembly — Ms. Costa [term ends March 31, 2021] and Dr. McKibbin [term ends March 31, 2022]. It was moved by Ms. Creason, seconded by Mr. Hernandez, to reappoint Ms. Costa to the CSBA Delegate Assembly by extending her term to March 31, 2023. MOTION CARRIED 4-0-1 [AYES: Villescaz, McKibbin, Creason, Hernandez; NOES: None; ABSTAIN: Costa].
- City of Citrus Heights Education and Community Programs Committee — Ms. Villescaz and Dr. McKibbin
- Sacramento County School Boards Association (SCSBA) — Dr. McKibbin; Ms. Creason, alt.

The board also approved the following: that board meetings are scheduled on the second and fourth Tuesdays of the month at 6:30 p.m., unless indicated through public record that it has changed, and workshops will be scheduled as needed; that board meetings will be held in the board room at 3738 Walnut Avenue in Carmichael, unless indicated through public record that it has changed; and that board member remuneration, in accordance with Board Policy 9250(a) and Education Code section 35120, will remain at \$787.50 per month.

#### **Minutes Approved (E)**

It was moved by Mr. Hernandez, seconded by Dr. McKibbin, that the minutes of the November 17 regular meeting be approved. MOTION CARRIED UNANIMOUSLY [Villescaz, McKibbin, Creason, Costa, Hernandez].

#### **High School Student Council Reports (F-1)**

High School Student Council representatives Landon Whitworth from El Sereno High School and Eric Vollman from Meraki High School updated the board on the goals, activities and achievements at their respective schools.

#### **Staff Reports (F-2)**

Superintendent Kern spoke about the delay to return to in-person learning and the work that is taking place to bring students back to campuses once it is safe to do so, the San Juan COVID-19 dashboard, athletics, and the willingness of students on the Superintendent's Student Advisory Committee to serve as a point of contact for the board.

#### **Board-appointed/District Committees (F-3)**

Facilities Committee Chair Michael Tucker provided an annual update on the work of the committee.

#### **Employee Organizations (F-4)**

Chapter President Karen Smith reported that CSEA Chapter 127 made its annual \$1,000 donation to purchase toys for the San Juan Cares event, and she also made comments regarding the transparency and financial inequities of salary negotiations as well as the role of classified staff during distance learning.

#### **Closed Session/Expulsion Actions (F-6)**

Ms. Creason reported that the board voted unanimously to accept as written two denied readmissions in case numbers RA-02 and RA-03.

#### **Visitor Comments (G)**

*[via Zoom]:*

Grace Schroer spoke about the negative impacts that distance learning is having on students.

Alicia Nichols made comments regarding CSEA negotiations and her work as an instructional assistant.

Louisa Burke spoke about the four San Juan Unified tenants and the need for in-person learning.

Marina Gabel thanked Grace for her previous statement and made comments about the elementary waiver and the need to end distance learning.

Kurt Benfield spoke about the \$500 teacher stipend, the lack of electronic devices for classified staff and the work of classified staff during distance learning.

Joseph Frazier expressed hope for more equitable negotiations.

Stephanie Jackson recognized the importance of classified staff at school sites.

Teri Hoffstetter made comments about the work of classified staff and the inequity of the \$500 stipend for teachers.

Brittney Rand made statements about the \$500 teacher stipend being unfair to classified employees.

Debbie Pelucca stated that child development assistants also deserve the \$500 stipend.

Navia Menad shared information about her work as a bilingual instructional assistant.

Blanca Estevez spoke regarding her experiences as a Bridges site coordinator during distance learning.

Cindy Buckhammer made comments about the work of classified employees and that they are also deserving of the stipend.

Erica Chino-Meneses spoke about her work as a bilingual instructional assistant and the need for equitable pay.

Debbi Gould spoke about her experiences as a classified employee and the need for the stipend.

#### **Consent Calendar Approved (H-1/H-3 through H-7)**

Ms. Villescaz pulled item H-2 on behalf of staff.

It was moved by Ms. Creason, seconded by Dr. McKibbin, that the consent calendar item H-1 and items H-3 through H-7 be approved. MOTION CARRIED UNANIMOUSLY [Villescaz, McKibbin, Creason, Costa, Hernandez].

#### **Personnel (H-1)**

Appointments, leaves of absence, separations, job descriptions/salary range change and cabinet contracts/extension of contract — approved as submitted.

#### **Business/Financial Report (H-3)**

Notices of completion and warrants and payroll — approved as submitted.

#### **Gifts (H-4)**

Acceptance of gifts to Family and Community Engagement, Greer Elementary School and White House Counseling Center.

#### **Disposal of Surplus Property (H-5)**

Approval to dispose of surplus property pursuant to board policy 3270 and Education Code sections 17545 and 17546.

#### **LCAP PAC Membership (H-6)**

Approval of three members to the Local Control and Accountability Plan Parent Advisory Committee (LCAP PAC).

#### **Resolution No. 3015: Amendment to Casa Roble Fundamental High School Design-Build Contract (H-7)**

Adoption of Resolution No. 3016, approving the fifth amendment to the design-build contract for the Casa Roble Fundamental High School new construction and Career Technical Education modernization project.

#### **Consent Calendar (H-2 Continued) (I)**

##### **Purchasing Report – change orders and construction and public works bids (H-2)**

Assistant Superintendent of Operations, Facilities and Transportation Frank Camarda removed the line item for McCarthy Construction Amendment No. 4 from the purchasing report due to the inability of the subcontractor to perform the work. It was moved by Dr. McKibbin, seconded by Ms. Costa, that the consent calendar item H-2 be approved as amended. MOTION CARRIED UNANIMOUSLY [Villescaz, McKibbin, Creason, Costa, Hernandez].

### **2019-2020 Audit Report (J-1)**

Deputy Superintendent Kent Stephens introduced Ms. Jen Aras, who presented the 2019-2020 audit report as prepared by Crowe LLP, the district's independent auditor. Ms. Aras explained that for the second year in a row the audit was unmodified, or clean, and no findings were reported.

#### *Visitor Comment:*

Erick Daniel spoke about the work he does as a campus monitor.

Mr. Hernandez thanked the auditor, Mr. Stephens and the entire financial team for their work, noting how incredible it is to have two years of no findings. Ms. Costa echoed the comments made by Mr. Hernandez and thanked Mr. Stephens, the fiscal services department and school site staff for two years in a row of perfect audits. Ms. Creason thanked the fiscal team, remarking that this accomplishment is a big deal for a district of this size, especially two years in a row. Dr. McKibbin stated the results were very impressive. Ms. Villescaz thanked the team for all their work.

It was moved by Mr. Hernandez, seconded by Ms. Costa, to accept the 2019-2020 audit report as prepared by Crowe LLP. MOTION CARRIED UNANIMOUSLY [Villescaz, McKibbin, Creason, Costa, Hernandez].

### **2020-2021 First Interim and Budget/Financial Status Report (J-2)**

Deputy Superintendent Kent Stephens introduced Fiscal Services Manager Barbara Gross who presented the 2020-2021 first interim report, certifying it as positive, with the understanding of the fiduciary responsibility to maintain fiscal solvency for the current and subsequent two fiscal years. The first interim report reflects actual revenue and expenditures through October 31, 2020, forecasts the remainder of the 2020-2021 fiscal year and provides a multi-year budget projection for years 2021-2022 and 2022-2023.

Mr. Hernandez and Ms. Costa thanked everyone for the report. Ms. Creason thanked the team and cautioned that although current projections appear better than expected that dark days may be ahead and it may be necessary to manage expectations. Dr. McKibbin inquired about how many positive budget certifications there have been in the past, which Mr. Stephens confirmed that the district has had positive budget certifications for the past 6 ½ years, since March 2014. Ms. Villescaz echoed thanks to the fiscal team and celebrated the fact that the medical insurance projections were not as high as originally expected.

It was moved by Ms. Creason, seconded by Dr. McKibbin, to approve the 2020-2021 first interim report, which reflects a positive certification of the district's ability to maintain fiscal solvency for the current and subsequent two fiscal years. MOTION CARRIED UNANIMOUSLY [Villescaz, McKibbin, Creason, Costa, Hernandez].

### **Local Control Funding Formula Budget Overview for Parents (J-3)**

Senior Director of Professional Learning and Innovation Kristan Schnepf explained that for 2020-2021 the board is required to adopt and submit the Budget Overview for Parents in conjunction with the first interim budget report. Ms. Gross reported on the general fund budget expenditures not included in the Learning Continuity Plan. Ms. Schnepf discussed the amount budgeted in order to increase or improve services for high needs students, and she also spoke about expenditures from last year. Superintendent Kern spoke about the need to plan conservatively in order to prepare for a possible future decrease in supplemental and concentration funding due to the decrease in the number of submitted free/reduced meal applications. Ms. Villescaz encouraged having conversations with legislative advocates so the district is not so adversely impacted financially. Superintendent Kern and Mr. Stephens explained that the deadline to submit meal applications was extended but there is no hold harmless provision.

It was moved by Dr. McKibbin, seconded by Ms. Costa, to adopt the Local Control Funding Formula Budget Overview for Parents. MOTION CARRIED UNANIMOUSLY [Villescaz, McKibbin, Creason, Costa, Hernandez].

### **Choices Charter School Local Control Funding Formula Budget Overview for Parents (J-4)**

Director of Admissions and Family Services Michele Flagler presented the Choices Charter School Local Control Funding Formula Budget Overview for Parents for discussion. There being no questions from the board, it was moved by Ms. Costa, seconded by Ms. Creason, to adopt the Choices Charter School Local Control Funding Formula Budget Overview for Parents. MOTION CARRIED UNANIMOUSLY [Villescaz, McKibbin, Creason, Costa, Hernandez].

### **Textbook Adoption: Science TK-5 (J-5)**

Ms. Schnepf presented the item, explaining that the process has resumed after being put on hold last March. Science Program Specialist Paula Baucom shared information related to the proposed science textbook recommendation for grades

TK-5, *Twig Science*. Ms. Baucom reviewed the adoption timeline, pilot process, selection criteria, associated costs and the professional learning model. Ms. Schnepf and Ms. Baucom answered questions from the board.

Ms. Costa complimented staff on the excellent report and shared that at the recent C&S meeting committee members provided important and valuable parent and community voice about the adoption. Ms. Creason reiterated that the C&S committee was included in the process and the committee supports the adoption. Dr. McKibbin commented on the student feedback, and he thanked the teachers who piloted the materials and the C&S committee for its work. Ms. Villescaz inquired about opportunities for cross-disciplinary work, which Ms. Baucom explained literacy components are embedded throughout the materials. Action was scheduled for January 12.

#### **Choices Charter School: One-Time, Off-Schedule Payment (J-6)**

Director of Admissions and Family Services Michele Flagler presented the topic. It was moved by Dr. McKibbin, seconded by Mr. Hernandez, to approve the request from Choices Charter School to provide a 2% one-time, off-schedule payment. MOTION CARRIED UNANIMOUSLY [Villescaz, McKibbin, Creason, Costa, Hernandez].

#### **Public Hearing No. 2: Aspire Charter School Renewal Petitions (J-7)**

Director of Admissions and Family Services Michele Flagler reported that the district's charter review team thoroughly studied the Aspire charter school renewal petitions, and Aspire has provided all necessary information, additions and/or changes as requested during the review process. Ms. Flagler also stated the Aspire charter school renewal petitions presented to the Board of Education are in compliance with education code.

Ms. Villescaz declared the topic of the Aspire charter school renewal petitions a public hearing. There being no comments, the public hearing was closed. Dr. McKibbin asked which district departments were responsible for reviewing the charter school renewal petitions, which Ms. Flagler addressed. It was moved by Dr. McKibbin, seconded by Mr. Hernandez, to approve the Aspire Alexander Twilight College Preparatory Academy and the Aspire Alexander Twilight Secondary Academy charter school renewal petitions for a term of five years from July 1, 2021 through June 30, 2026. MOTION CARRIED UNANIMOUSLY [Villescaz, McKibbin, Creason, Costa, Hernandez].

#### **Intent to Convey Easement at Howe Avenue Elementary School (J-8)**

Assistant Superintendent of Operations, Facilities and Transportation Frank Camarda presented the item. Mr. Hernandez explained that the Facilities Committee voted unanimously to move this item forward. It was moved by Ms. Costa, seconded by Ms. Creason, to adopt Resolution No. 3016 declaring the intent to convey a permanent easement at Howe Avenue Elementary School to the County of Sacramento and to call a public hearing on January 12, 2021. MOTION CARRIED UNANIMOUSLY [Villescaz, McKibbin, Creason, Costa, Hernandez].

#### **Tentative Agreement: California School Employees Association (CSEA) (J-9)**

Assistant Superintendent of School and Labor Relations Jim Shoemaker explained that a tentative agreement has been reached between CSEA Chapter 127 and SJUSD. It was moved by Ms. Costa, seconded by Dr. McKibbin, to approve the tentative agreement with CSEA. MOTION CARRIED UNANIMOUSLY [Villescaz, McKibbin, Creason, Costa, Hernandez].

#### **Minimum Wage Increase: CSEA and Teamsters Salary Schedules (J-10)**

Assistant Superintendent of Human Resources Paul Oropallo presented a proposal for a minimum wage increase for identified CSEA and Teamsters designated positions.

Public Comment: [via electronic comment form, and read aloud by Trent Allen, Senior Director of Community Relations]: Dena Maynor expressed support for moving payroll technicians to a higher position on the salary schedule.

It was moved by Ms. Creason, seconded by Mr. Hernandez, to approve the minimum wage increase for the CSEA and Teamsters salary schedules as presented. MOTION CARRIED UNANIMOUSLY [Villescaz, McKibbin, Creason, Costa, Hernandez].

#### **Minimum Wage Increase: Short Term, Temporary Salary Schedule (J-11)**

Mr. Oropallo presented a proposal for a minimum wage increase. Mr. Oropallo explained that, effective January 1, 2021, the minimum wage will increase to \$14 per hour for the following classifications: counselor intern I, instructor, project parent liaison, school psychology intern I, special events leader I, student, work experience intern and announcer/scorekeeper/timekeeper/ticket taker. The ticket seller rate will also be increased to \$15 per hour to compensate individuals performing these duties for the cash handling responsibilities they have.

It was moved by Dr. McKibbin, seconded by Ms. Creason, to approve the minimum wage increase for the short-term, temporary salary schedules as presented. MOTION CARRIED UNANIMOUSLY [Villescaz, McKibbin, Creason, Costa, Hernandez].

**Governance Handbook Annual Update (J-12)**

It was moved by Ms. Costa, seconded by Mr. Hernandez, to approve the Governance Handbook for 2021. MOTION CARRIED UNANIMOUSLY [Villescaz, McKibbin, Creason, Costa, Hernandez].

**Board Reports (K)**

Ms. Creason acknowledged the members of the San Juan Unified community who have recently passed away, including two Rio Americano High School students who lost their lives to gun violence. Ms. Creason also renewed her commitment against gun violence.

Ms. Villescaz reported that she, Ms. Costa and Mr. Hernandez took their oaths of office this week and she extended happy holidays to the community.

**Future Agenda (L)**

There were no items added to the future agenda.

**Visitor Comments (M)**

There were no general visitor comments.

**Adjournment (N)**

At 9:18 p.m., there being no further business, the regular meeting was adjourned in memory of Vice Principal Chuck Whitaker, Culinary Arts Director and Teacher Brent Boultinghouse, El Sereno student Joel Stevens and Rio Americano students Dewayne James Jr. and Sa'Quan Reed-James.



Paula Villescaz, President



Kent Kern, Executive Secretary

Approved: 01/12/2021

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