



San Juan Unified School District
Board of Education
3738 Walnut Avenue, Carmichael, California 95608

**Board of Education Minutes
December 12, 2023**

Regular Meeting
Board of Education
5:00 p.m.

Open Session/Call to Order/Oath of Office/Election Results (A)

The December 12 regular meeting was called to order by the president, Zima Creason. The board meeting was held in person and was also streamed to the district's YouTube channel.

Superintendent Bassanelli announced that the Certificate of Facts for the special election held on November 7, 2023, has been received from the Sacramento County Registrar of Voters, and the oath of office was then administered to newly elected board member Manuel Perez.

Roll Call

Present:
Zima Creason, member
Pam Costa, member
Saul Hernandez, member
Ben Avey, member
Paula Villescaz, member
Tanya Kravchuk, member
Manuel Perez, member

Announcement of Closed Session Topics/Closed Session Visitor Comments (B)

There were no closed session visitor comments.

Closed Session (C)

The meeting was recessed at 5:13 p.m. with the board convening in closed session at 5:45 p.m. to discuss with negotiator Daniel Thigpen, Executive Director, Labor Relations and Government Affairs, 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) and to discuss one personnel matter – public employee appointment/employment – chief financial officer (Government Code section 54957).

Reconvene Open Session/Pledge of Allegiance (D)

At 6:30 p.m., the meeting was called back to order by the president, Zima Creason. Four members of the Casa Roble Fundamental High School Air Force Jr. ROTC led the group in the Pledge of Allegiance.

Organizational Meeting: Election of Officers/Board Representatives/Appointment of Secretary/Meeting Dates, Times, Location and Remuneration (E)

Election of Officers:

It was moved by Ms. Villescaz, seconded by Mr. Hernandez, that Ms. Costa be elected president. MOTION CARRIED UNANIMOUSLY [Creason, Costa, Hernandez, Avey, Villescaz, Kravchuk, Perez].

It was moved by Ms. Costa, seconded by Ms. Kravchuk, that Mr. Hernandez be elected vice president. MOTION CARRIED UNANIMOUSLY [Costa, Hernandez, Avey, Villescaz, Kravchuk, Perez, Creason].

It was moved by Mr. Hernandez, seconded by Ms. Kravchuk, that Mr. Avey be elected clerk. MOTION CARRIED UNANIMOUSLY [Costa, Hernandez, Avey, Villescaz, Kravchuk, Perez, Creason].

Board Representatives:

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

- Citizens/Bond Oversight Committee — Ms. Villescaz; Mr. Perez, alt.
- Curriculum, Standards, Instructional and Student Services Committee — Ms. Costa; Ms. Kravchuk, alt.
- Facilities Committee — Mr. Hernandez; Mr. Avey, alt.
- Local Control and Accountability Plan (LCAP) Parent Advisory Committee (PAC) — Ms. Kravchuk; Ms. Villescaz, alt.
- Special Education Community Advisory Committee (CAC) — Mr. Avey; Ms. Kravchuk, alt.
- District English Learner Advisory Committee (DELAC) — Ms. Creason; Mr. Avey, alt.
- San Juan Education Foundation (SJEF) – alternating
- District Audit Committee — Mr. Hernandez, Mr. Avey and Ms. Costa
- California School Boards Association (CSBA) Delegate Assembly — Ms. Costa, Ms. Villescaz and Ms. Kravchuk

It was moved by Mr. Avey, seconded by Mr. Hernandez, to appoint Ms. Kravchuk to the CSBA Delegate Assembly for a two-year term from April 1, 2024 to March 31, 2026. MOTION CARRIED UNANIMOUSLY [Costa, Hernandez, Avey, Villescaz, Kravchuk, Perez, Creason].

- City of Citrus Heights Education and Community Programs Committee — Ms. Kravchuk (area 5), Mr. Perez (area 7) and Ms. Costa (board president)

Secretary to the Board:

It was moved by Mr. Hernandez, seconded by Ms. Creason, to appoint the superintendent as secretary to the board. MOTION CARRIED UNANIMOUSLY [Costa, Hernandez, Avey, Villescaz, Kravchuk, Perez, Creason].

Board Meeting Schedule:

It was moved by Ms. Creason, seconded by Mr. Avey, to approve the board meeting schedule for the second and fourth Tuesdays of the month at 6:30 p.m. and workshops as needed. MOTION CARRIED UNANIMOUSLY [Costa, Hernandez, Avey, Villescaz, Kravchuk, Perez, Creason].

Board Meeting Location:

It was moved by Ms. Kravchuk, seconded by Ms. Villescaz, to approve the board meeting location at 3738 Walnut Avenue, Carmichael. MOTION CARRIED UNANIMOUSLY [Costa, Hernandez, Avey, Villescaz, Kravchuk, Perez, Creason].

Board Member Remuneration:

It was moved by Ms. Creason, seconded by Ms. Villescaz, to approve board member remuneration in the amount of \$787.50, in accordance with Board Policy 9250 and Education Code section 35120. MOTION CARRIED UNANIMOUSLY [Costa, Hernandez, Avey, Villescaz, Kravchuk, Perez, Creason].

Minutes Approved (F)

It was moved by Ms. Villescaz, seconded by Mr. Avey, that the minutes of the November 14 regular meeting be approved. MOTION CARRIED 6-0-1 [AYES: Costa, Hernandez, Avey, Villescaz, Kravchuk, Creason; NOES: None; ABSTAIN: Perez].

High School Student Council Reports (G-1)

High School Student Council representatives Presley Crawford and Ria Chandra from La Entrada High School, Madison Robbins and Alex Palmer from El Sereno High School, and Aubrey Galindo and Wyatt Haro from Meraki High School updated the board on the goals, activities and achievements at their respective schools.

Closed Session/Expulsion Actions (G-6)

There were no closed session actions to report.

Visitor Comments (H)

Lidia Melendez spoke about a recent Family and Community Engagement conference and safety at Sylvan Middle School.

Lucero Soto shared information about a recent bilingual education conference.

Norma Martinez made comments about safety at Sylvan Middle School.

Marcus Munz expressed concerns regarding the long lunch lines at Arden Middle School.

Lucian Munz expressed concerns about the old water fountains at Rio Americano High School.

Consent Calendar Approved (I-1/I-17)

It was moved by Ms. Creason, seconded by Ms. Villescaz, that the consent calendar items I-1 through I-17 be approved. MOTION CARRIED UNANIMOUSLY [Costa, Hernandez, Avey, Villescaz, Kravchuk, Perez, Creason].

Personnel (I-1) - Appointments, leaves of absence, separations and job descriptions/salary range change – approved as submitted.

Purchasing Report (I-2)

Purchase orders and service agreements, change orders, construction and public works bids, piggyback contracts and zero dollar contracts – approved as submitted.

Business/Financial Report (I-3)

Warrants and payroll – approved as submitted.

Gifts (I-4)

Acceptance of gifts to El Camino Fundamental High School, Encina Preparatory High School, Katherine Johnson Middle School, Laurel Ruff Transition School and Mesa Verde High School.

Surplus Property Report (I-5)

Approval to dispose of surplus property pursuant to Board Policy 3270 and Education Code sections 17545 and 17546.

Adult Education Course Approval (I-6)

Approval of the 2023-2024 Adult Education courses.

Minimum Wage Increase: Short-Term Salary Schedule (I-7)

Approval of salary changes to reflect the January 1, 2024 minimum wage increase to \$16.00 per hour for certain job classifications on the short term, temporary salary schedule.

Early Head Start/Head Start Budget Modification/Carryover Funds (I-8)

Approval of Early Head Start and Head Start year 3 budget modification/carryover funds.

Resolution No. 4106: Emergency Contracting (I-9)

Adoption of Resolution No. 4106 authorizing emergency contracting.

Resolution No: 4107: Power to Contract (I-10)

Adoption of Resolution No. 4107 authorizing power to contract on behalf of San Juan Unified School District.

Resolution No: 4108: Delegating Signature Authorization (I-11)

Adoption of Resolution No. 4108 delegating signature authorization to the superintendent.

Bond Oversight Committee Membership (I-12)

Approval of Robin Marks as a committee member to the Bond Oversight Committee.

Facilities Committee Membership (I-13)

Ratification of Frank Cockrell and Zachary Morton as committee members to the Facilities Committee.

Curriculum, Standards, Instructional and Student Services Committee Membership (I-14)

Ratification of Susan Zimmer as a committee member to the Curriculum, Standards, Instructional and Student Services Committee.

Legal Services Agreement (I-15)

Approval of the legal services agreement between the district and Jones Hall for the potential November 2024 bond.

Warehouse Lease Agreement (I-16)

Approval of the lease agreement between the district and RDKJ Inc. for warehouse space located at 5227 Manzanita Avenue, Carmichael, California 95608 effective 12/17/2023-12/17/2025.

Consulting Services Agreement (I-17)

Approval of the consulting services agreement between the district and Isom Advisors, a Division of Urban Futures Inc.

Amending District Graduation Requirements for the Class of 2024 (K-1)

Assistant Superintendent of Secondary Education and Programs Kristan Schnepf gave a presentation regarding amending the district's graduation requirements for the Class of 2024. Ms. Schnepf provided historical context, noting that in 2016 the board approved increasing graduation requirements starting with the Class of 2023, which included additional courses in mathematics, science, and world language; however, with school closures occurring due to COVID-19, the disruption to students' education has impacted many of the current seniors and there is no state legislation to support the Class of 2024. Ms. Schnepf said that staff reviewed current data for seniors and gathered input from staff, students, and the community, and ultimately determined that there was a need to reduce the number of credits needed to graduate. Ms. Schnepf explained that the recommended graduation requirement for the Class of 2024 is 160 credits. Staff answered questions from the board. Board members made comments and posed questions regarding the block versus traditional schedules, the graduation advisory committee, the timing of the recommendation, current data and credit recovery options, acknowledging that it may take some time to get back to the board-adopted graduation requirements that were approved in 2016. After board discussion, it was agreed that the item would return for action as a business item on January 9.

2023-2024 First Interim and Budget/Financial Status Report (K-2)

Interim Chief Financial Officer Lisa Grant-Dawson and Director of Fiscal Services Kristi Blandford presented the 2023-2024 First Interim Report, certifying the First Interim Report 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, 2023, forecasts the remainder of the 2023-2024 fiscal year, and provides a multi-year budget projection for years 2024-2025 and 2025-2026. Board members made comments and expressed appreciation for the positive certification. It was moved by Ms. Villescaz, seconded by Mr. Perez, to approve the 2023-2024 First Interim Report with the positive certification of the district's ability to meet its financial obligations for the current fiscal year and subsequent two fiscal years. MOTION CARRIED UNANIMOUSLY [Costa, Hernandez, Avey, Villescaz, Kravchuk, Perez, Creason].

2022-2023 Audit Report (K-3)

Ms. Blandford shared that the completion of the 2022-2023 audit report is delayed because the district submitted a request for an extension to file the Annual Audit and Financial Statements with the California Department of Education (CDE). Ms. Blandford explained that the district previously filed a J-13A waiver form with the CDE for lost attendance days at Barrett Middle School and Grand Oaks Elementary School in January 2023 due to severe storms in the region, however, the CDE currently has more than 600 forms pending approval, and the district's waiver has not yet been approved. Ms. Blandford conveyed that the district's external audit firm, Crowe LLP, will provide a final audit report once the waiver is approved, which the anticipated timeframe is between December 2023 and March 2024.

Issuance and Sale of General Obligation Bonds (K-4)

Chief Operations Officer Frank Camarda presented information regarding the proposed issuance and sale of Measure P general obligation bonds to fund capital projects previously authorized by voters. Mr. Avey asked a clarifying question, which Mr. Camarda answered. It was moved by Ms. Villescaz, seconded by Mr. Avey, to adopt Resolution No. 4109, authorizing the issuance and sale of general obligation bonds, election of 2016, series 2024, in an aggregate principal amount not to exceed \$125,000,000 and approving related documents and actions. MOTION CARRIED UNANIMOUSLY [Costa, Hernandez, Avey, Villescaz, Kravchuk, Perez, Creason].

Advance Refunding of General Obligation Bonds (K-5)

Mr. Camarda presented the item. It was moved by Mr. Hernandez, seconded by Ms. Creason, to adopt Resolution No. 4110, authorizing the issuance and sale of 2024 general obligation bonds in an aggregate principal amount not to exceed \$120,000,000 to refund outstanding general obligation refunding bonds and approving related documents and actions. MOTION CARRIED UNANIMOUSLY [Costa, Hernandez, Avey, Villescaz, Kravchuk, Perez, Creason].

Board Reports (L)

Ms. Creason expressed appreciation for the support she received during her time as board president, and she thanked Ms. Costa for the example she set in governing as a board member and for her earlier kind comments.

Mr. Avey reported that he attended the Facilities Committee meeting, where there was a presentation from the facilities master plan consultants, and he shared that the committee will be bringing a recommendation to the board regarding non-permitted use of fields.

Future Agenda (M)

There were no items added to the future agenda.

Adjournment (N)

At 8:20 p.m., there being no further business, the regular meeting was adjourned.



Pam Costa, Board President



Melissa Bassanelli, Secretary

Approved: 01/09/2024

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