

**MINUTES OF THE REGULAR MEETING
OF THE SANTA CRUZ CITY SCHOOLS BOARD OF EDUCATION
FOR THE ELEMENTARY AND SECONDARY DISTRICTS
November 8, 2017**

Convene Closed Session

Board President Tracy-Proulx called this Closed Session Meeting to order at 5:32 p.m. in the Board Room of the Santa Cruz County Office of Education, 400 Encinal Street, Santa Cruz, CA.

Public Comments for Closed Session Agenda Items

None

Convene Open Session

Board President Tracy-Proulx called this Regular Meeting Open Session to order at 6:33 p.m. in the County Office of Education Board Room, 400 Encinal Street, Santa Cruz, CA.

Attendance at Meeting

Sheila Coonerty	Deedee Perez-Granados	Cynthia Ranii	Jeremy Shonick
Patty Threet	Deb Tracy-Proulx	Claudia Vestal	

Student Representative Werlin-Martinez, Santa Cruz High School

Absent: Student Representative Smith, Harbor High School

Kris Munro, Superintendent
Patrick Gaffney, Assistant Superintendent, Business Services
Molly Parks, Assistant Superintendent, Human Resources
Members of the Audience

Welcome and Format

Board President Tracy-Proulx welcomed those in attendance and explained the format used for this Regular Meeting of the Board of Education.

Agenda Changes

PUBLIC COMMENTS

Bay View Teacher Katherine Mitchell shared some student work with the Trustees to demonstrate how 1st grade students are taught mathematics. Math blocks, flash cards, and the “100” chart are common tools to help students build a conceptual understanding of mathematics. Teachers are striving to have the children exceed procedural knowledge and develop mathematical reasoning and appropriate language to explain and justify their thinking.

SUPERINTENDENT'S AND STUDENT REPRESENTATIVES' REPORTS

Superintendent's Report

Each Trustee has received the Gault Elementary School Williams Settlement Legislation Report 2017-18. The report provides an overall score of 99.25 out of 100 and the school rating is "exemplary". Superintendent Munro commended the Gault Team. The Superintendent was a part of the Leadership visit to Harbor High School on October 23 to observe the implementation of Visible Learning instructional clarity strategies in the classroom. The Team was pleased to discover an abundance of evidence ensuring students' knowledge of each day's learning intention, success criteria and why they are learning what they are. Monthly school visits by the Leadership team will continue. GSCFT and SCCCE leadership, Ms. Parks and Superintendent Munro attended the West Coast Labor Management Conference in southern California on Oct 25 & 26. It was a great couple of days. SCCS has already adopted many structures and strategies used by successful collaborative districts, and team members learned that we could be doing a better job around teaching and learning. Next steps include a conference in December for Ms. Parks and GSCFT President Carlson and planning days with ABC Unified for a February PAL (Partnership of Administration and Labor) day in SCCS with union reps and site and central office leaders. S4C sponsored the initial Santa Cruz County Counselor Summit on Monday. Trish Hatch, a leader in the field, provided the key note speech and break-out sessions provided exciting examples of how we can improve and enrich our counseling programs. S4C is working to make plans to continue professional learning opportunities for our counseling teams locally. Yesterday, Superintendent Munro met with Chief Mills and Superintendent Watkins to debrief our lockdown procedures and talk about county threat assessment protocol planning. We are collectively working to schedule a county wide training for school leaders and officers in February 2018 to review scenarios and responses. Today, transcript audits were conducted for the purpose of collecting data regarding student college readiness. This annual data collection serves as a tool to examine and analyze academic experiences in our high schools.

Student Representative's Report

Student Werlin-Martinez reported that Santa Cruz High School students had their homecoming celebration last week and it was fun and exciting. The current theater production is "The Laramie Project" and it has been very well received by students and other audience members.

BOARD MEMBERS' REPORTS

Board Members' Reports

Board Member Threet was able to attend some of the Soquel High School Girls Tennis matches. The players appreciated the maintenance/repairs that have been completed on the courts and eagerly await the upcoming bond projects/renovations for the school. Trustee Threet had the opportunity to attend the Monterey Bay Sports League Boys' Water Polo Championship between the Santa Cruz and Soquel High School teams and it was a wonderful game. Ms. Threet had a conversation with Superintendent Munro and Harbor High School Principal Runeare and acknowledged that these continuing dialogues with the leadership at each site will inform future decisions by the Board of Education. Board Member Threet continues to enjoy the Santa Cruz High School Saturday Campus Beautification days, and observes a significant improvement in the cleanliness and appearance of the campus over the last three years. Ms. Threet acknowledged Maria Garr for organizing the SCHS Campus Beautification project. Trustee Threet congratulated the Santa Cruz High School Boys' Water Polo Team as they advance in the league finals.

Board Member Ranii thanked the Santa Cruz High School Cardinal Regiment for hosting the annual Band Review in Santa Cruz. This event has been held in town since 1971, and while Dr. Ranii has often enjoyed watching the marching bands, during this event she was able to see how smoothly staff, students, parents and supporters worked together to run a seamless event. Kudos to Band Director Christy Latham for excellent service to the school community; an affair like this serves as a reminder that community events bring critical parent participation that is benefits students and schools. Dr. Ranii extended her thanks to Superintendent Munro for arranging visits to schools sites to meet Principals and get to know each of the SCCS sites. Everyone has been very welcoming and the use of local parcel taxes for arts and music has been very evident.

Board Member Vestal attended the County Supervisors meeting to hear a report about the “Thrive for 3” program. It is wonderful to have a community that supports our youngest learners, and Ms. Vestal would like to have a discussion in the future about a universal preschool program in Santa Cruz, as she feels such a program would go a long way in closing the achievement gap. The Wellness Committee had their first meeting of the 2017-18 school year and heard a recap of the “Smarter Lunchroom” movement which included funding for digital menu boards. There is interest in hosting “Meatless Mondays” and “Cal Fresh Thursdays” will continue to provide food raised or grown within 200 miles this year. Food Services Director Hedrick-Farr is investigating gluten free menu options. The Wellness Committee goal this year is to participate in the Healthier U.S. School Challenge; participating schools get national recognition and can earn monetary rewards. Trustee Vestal had lots of positive feedback about the annual State of Our Schools Mailer which was recently distributed in the community – great job.

Board Member Coonerty asked Superintendent Munro if it would be possible to have new Santa Cruz Police Chief Mills visit the Board Members. Superintendent Munro replied that it would.

APPROVAL OF MINUTES

1. MSP (Vestal/Ranii) 7-0, the Board of Education approved the Minutes of the Special Meeting on October 11, 2017 as submitted. Student Werlin-Martinez abstained from making a recommendation on this matter.
2. MSP (Vestal/Coonerty) 7-0, the Board of Education approved the Minutes of the Regular Meeting on October 18, 2017 as submitted. Student Werlin-Martinez recommended a yes vote on this matter.
3. MSP (Vestal/Ranii) 7-0, the Board of Education approved the Minutes of the Board Study Session: Student Discipline/Budget on November 1, 2017 as submitted. Student Werlin-Martinez abstained from making a recommendation on this matter.

Consent Agenda

Board Members Threet and Shonick asked to pull the following items for separate discussion and vote: Item 8.1.3. Purchase Orders, Quotes and Bids; Item 8.1.5. Budget Transfers; Item 8.1.9. Approve Bond Oversight Committee Member; Item 8.1.11. Revised Classified Job Description: Project Coordinator; Item 8.1.12.3.2. Contract: School Site Solutions-CEQA. Dr. Ranii moved approval of the remaining items on the Consent Agenda, consisting of: Item 8.1.1. Personnel Actions – *Certificated*; Item 8.1.2. Personnel Actions – *Classified*; Item 8.1.4. Warrant Register; Item 8.1.6. Gifts; Item 8.1.7. PE Waiver for ARK Student; Item 8.1.8. Approve Parcel Tax Oversight Committee Members; Item 8.1.10. 1st Quarter Investment Reports; Item 8.1.12.1. Superintendent’s Office: MOU-SCCS/S4C 7th Grade College Commitment Field Trip Item 8.1.12.2. Ed Services/Special Education: Agreement for Professional Services-Margaret Bark; Item 8.1.12.3.1. Business Services: Contract: Wasinger Inspection Services-DSA Site Inspection Services; Item 8.1.12.3.3. Business Services: Contract: Crowe Horwath-Audit Services for Measure B; Item 8.1.12.3.4. Contract: GEOTRINITY Consultants, Inc.-soil investigation and reports for Natural Bridges gymnasium; Item 8.1.13. Disposition of

Surplus Property. Dr. Perez-Granados seconded the motion. The motion was approved by roll call vote, as follows:

Roll Call Vote: Coonerty – Yes	Perez-Granados – Yes	Ranii – Yes	Shonick – Yes
Threet – Yes	Tracy-Proulx	Vestal – Yes	

Student Werlin-Martinez recommended a yes vote on this matter.

Item 8.1.3. Purchase Orders, Quotes and Bids

Board Member Threet inquired about the dollar amounts in the revised agreements with contractors and expressed concern that these escalating costs will affect site project budgets. Ms. Threet also asked if District operational costs to oversee multiple projects had been given a specific budget/dollar amount in the Facilities Master Plan that was used to solicit the passage of Bond Measures A & B. Board Member Shonick requested a reconciliation document detailing the following information for each site: original budget from the Facilities Master Plan; completed projects; funds expended. At the Regular Meeting on December 13th, Superintendent Munro intends to provide a Bond Projects Organization Chart and a discussion of the personnel needed both internally and externally to manage projects. Following discussion, Dr. Ranii moved approval of this item and Dr. Coonerty seconded the motion. The motion was approved by roll call vote, as follows:

Roll Call Vote: Coonerty – Yes	Perez-Granados – Yes	Ranii – Yes	Shonick – Yes
Threet – Yes	Tracy-Proulx	Vestal – Yes	

Student Werlin-Martinez recommended a yes vote on this matter.

Item 8.1.5. Budget Transfers

Board Member Threet had clarifying questions about a vendor listed in the Budget Transfers. Mr. Gaffney provided the information Ms. Threet needed to make an informed vote on the item. Following discussion, Ms. Vestal moved approval of Item 8.1.5. Budget Transfers and Dr. Ranii seconded the motion. The motion was approved by roll call vote, as follows:

Roll Call Vote: Coonerty – Yes	Perez-Granados – Yes	Ranii – Yes	Shonick – Yes
Threet – Yes	Tracy-Proulx	Vestal – Yes	

Student Werlin-Martinez recommended a yes vote on this matter.

Item 8.1.9. Approve Bond Oversight Committee Member

Board Member Threet noted that the Proposition 39 requirements for a Bond Oversight Committee include the instructions that such a committee have a minimum of seven members, five of whom shall represent specific district demographics, and that this appointment will bring only six members to the committee. Ms. Threet believes the District can do better in securing committee members, and will reach out to members in the community to seek volunteers to serve on this committee. Mr. Gaffney explained that the District has been unable to find a member who serves on a taxpayer organization – as there are no taxpayer organizations that we have identified in Santa Cruz County. The District has reached out to neighboring counties seeking volunteers, but none have come forward at this time. The District is obligated to continue to search for a member of a taxpayer organization and will keep the Trustees informed about this situation. Dr. Ranii moved approval of this item and Ms. Vestal seconded the motion. The motion was approved by roll call vote, as follows:

Roll Call Vote: Coonerty – Yes	Perez-Granados – Yes	Ranii – Yes	Shonick – Yes
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Threet – Yes

Tracy-Proulx

Vestal – Yes

Student Werlin-Martinez recommended a yes vote on this matter.

Item 8.1.11. Revised Classified Job Description: Project Coordinator

Board Member Shonick had several clarifying questions regarding the position. Mr. Gaffney and Mr. Miller provided information. Mr. Gaffney and Mr. Miller shared that this position is required for a number of reasons. The District had posted two existing job descriptions in August, 2017 – but the positions were not filled. In the hopes of attracting candidates, the District combined job duties from the two existing job descriptions to create this revised Project Coordinator position. Merit System rules required the revised position description to be approved by the Personnel Commission prior to being presented to the Board of Education. Mr. Miller reported that this position is required even if the District hires a Construction Management or Project Management firm to oversee projects district wide, as someone will be needed internally to create purchase orders, pay bills, track expenditures, etc. – in short, to provide the reconciliation information that the Trustees are seeking. Following discussion, Dr. Ranii moved approval of the item and Ms. Vestal seconded the motion. The motion was approved by roll call vote, as follows:

Roll Call Vote: Coonerty – Yes Perez-Granados – Yes Ranii – Yes Shonick – Yes
Threet – Yes Tracy-Proulx Vestal – Yes

Student Werlin-Martinez abstained from making a recommendation on this matter.

Item 8.1.12.3.2. Contract: School Site Solutions-CEQA

Board Member Threet noted that the contract listed all schools except Harbor High School and inquired of Mr. Miller whether Harbor High School had a separate CEQA coordinator. Mr. Miller shared that Harbor High School did have a separate coordinator as they had started work on several projects that required CEQA approvals some months ago. Ms. Vestal moved approval of the contract and Ms. Threet seconded the motion. The motion was approved by roll call vote, as follows:

Roll Call Vote: Coonerty – Yes Perez-Granados – Yes Ranii – Yes Shonick – Yes
Threet – Yes Tracy-Proulx Vestal – Yes

Student Werlin-Martinez recommended a yes vote on this matter.

8.2.1. Closed Session Actions

1. There was no information for the Trustees regarding Public Employee Discipline/Dismissal/Release/Complaint (Govt. Code Section 54957).
2. The Board of Education took action on Certificated/Classified/Management Leaves, Retirements, Resignations & Appointments.
3. The Board of Education provided direction to District Negotiator Parks regarding labor negotiations (Govt. Code 54957.6)
4. The Board of Education conferred regarding the properties at 255 Swift Street and 133 Mission Street in Santa Cruz, CA and the Board of Education provided direction on these matters.

ITEMS of BUSINESS to be TRANSACTED and/or DISCUSSED

8.3.1. Staff Report: Local Control and Accountability Plan (LCAP) Update: EL Roadmap/School Community Coordinator

Superintendent Munro introduced Ms. Robb, the Elementary Director of Curriculum, Intervention and Assessment to report to the Board of Education. Information included: core beliefs regarding English Language Learners; how District School Community Coordinators ensure that school is an inclusive and welcoming place for English Language Learners of all backgrounds and that families increase their capacity to support their children and make informed decisions about their children's education. School Community Coordinators provide the following supports: Parent support at sites, including translation, communication and advocacy; supporting parent meetings such as ELAC/DELAC and Parent Teacher Organizations, including gathering input on Local Control and Accountability Plan (LCAP) and district initiatives; providing a link to community services such as Dientes and Families in Transition; supporting community events - including fundraisers, performances and celebrations; supporting students in pursuing Reclassification, A-G classes, Graduation and the Seal of Biliteracy; support for teachers that includes calls to parents regarding attendance, health, schoolwork, permissions, etc. Following the presentation, Board Members asked questions and made comments. This report was informational in nature and no actions were taken by the Trustees regarding this matter.

8.3.2. New Business: Workforce Housing Feasibility Presentation

Superintendent Munro shared that the district began investigating the possibility of workforce housing to help recruit and retain excellent teachers for our students. The Superintendent introduced Dominic Dutra from DCG to report to the Board of Education. Mr. Dutra explained that DCG is a registered Benefit Corporation which specializes in mission-based organizations like K-12 School districts to utilize their resources in a socially responsible way. This mission includes the ability to help districts more effectively use their real property resources to: improve fiscal sustainability; repurpose assets in support of district initiatives like developing workforce housing for teachers, administrators and staff. Other information included: principles of workforce housing; data collection and site assessments. Mr. Dutra provided the following timeline for a feasibility study: initial study = 2 months; site due diligence = 2-3 months; entitlement process = 12-14 months; permitting and financing = 12 months; construction = 12 months; total time = 40-43 months. If, at the end of the initial feasibility study, the Board of Education does not choose to pursue this project, then the agreement is completed at that time. Board Members asked questions and made comments.

Public Comments: GSCFT President Carlson relayed that the teachers bargaining unit gives full support to the feasibility study and are grateful to Superintendent Munro for her pursuit of resources for teachers.

MSP (Threet/Vestal) 7-0, the Board of Education approved the initial feasibility study from DCG. Student Werlin-Martinez recommended a yes vote on this matter.

8.3.3. Staff Report: Single Plans for Student Achievement (SPSA)

Principals Hernandez (Gault Elementary), Pfothauer (Branciforte Middle) and Kline (Santa Cruz High) reported to the Trustees regarding this matter. Each site principal provided site goals, action steps and assessments and metrics data. Following the presentation, Trustees asked questions and made comments. This report was informational in nature and no actions were taken by the Board of Education regarding this matter.

8.3.4. New Business: Bid Recommendation for Mission Hill MS Front Landscape and Drop-Off/Pick-Up

Mr. Gaffney reported that after putting the project out for bid, the District received only one bid that was significantly more than the District projected cost for the project. Mr. Gaffney recommends rejecting this bid and sending the project out for another round of bidding. MSP (Vestal/Coonerty) 7-0, the Board of Education voted to reject the bid for the Mission Hill Middle School Front Landscape and Drop-Off/Pick-Up project and send this project out for additional bids.

8.3.5. New Business: Board Policy Updates: Final Reading and Approval

Ms. Threet had some clarifying questions about two of the board bylaws and Superintendent Munro provided the necessary information. MSP (Coonerty/Ranii) 7-0, the Board of Education approved the new/revised Board Policies. Student Werlin-Martinez recommended a yes vote on this matter.

9. Adjournment of Meeting

As there was no further business to come before the Board of Education, Board President Tracy-Proulx adjourned this Regular Meeting at 9:26 p.m.

Board Meeting Schedule Information

1. The Special Meeting on November 27, 2017, 5:30 p.m., will be held in the Harbor High School Career Center, 300 La Fonda Avenue, Santa Cruz, CA.
2. The Regular Meeting/Board Study Session: Budget Development on December 6, 2017, 6:00 p.m., will be held in the Harbor High School Library, 300 La Fonda Avenue, Santa Cruz, CA.
3. The Regular Meeting on December 13, 2017, 6:30 p.m., will be held in the County Office of Education Board Room, 400 Encinal Street, Santa Cruz, CA.
4. The Regular Meeting on January 17, 2018, 6:30 p.m., will be held in the County Office of Education Board Room, 400 Encinal Street, Santa Cruz, CA.
5. The Regular Meeting/Board Study Session: District Goals, Resources & Alignment on January 31, 2018, 6:00 p.m., will be held in the Harbor High School Library, 300 La Fonda Avenue, Santa Cruz, CA.
6. The Regular Meeting on February 14, 2018, 6:30 p.m., will be held in the County Office of Education Board Room, 400 Encinal Street, Santa Cruz, CA.
7. The Regular Meeting on February 28, 2018, 6:30 p.m., will be held in the County Office of Education Board Room, 400 Encinal Street, Santa Cruz, CA.
8. The Regular Meeting on March 7, 2018, 6:30 p.m., will be held in the County Office of Education Board Room, 400 Encinal Street, Santa Cruz, CA.
9. The Regular Meeting on March 28, 2018, 6:30 p.m., will be held in the County Office of Education Board Room, 400 Encinal Street, Santa Cruz, CA.
10. The Regular Meeting on April 18, 2018, 6:30 p.m., will be held in the County Office of Education Board Room, 400 Encinal Street, Santa Cruz, CA.
11. The Regular Meeting on April 25, 2018, 6:30 p.m., will be held in the County Office of Education Board Room, 400 Encinal Street, Santa Cruz, CA.
12. The Regular Meeting on May 9, 2018, 6:30 p.m., will be held in the County Office of Education Board Room, 400 Encinal Street, Santa Cruz, CA.
13. The Regular Meeting/Board Self-Evaluation/Study Session for the Budget: May Revise on May 23, 2018, 6:00 p.m., will be held in the Harbor High School Library, 300 La Fonda Avenue, Santa Cruz, CA.
14. The Regular Meeting on June 13, 2018, 6:30 p.m., will be held in the County Office of Education Board Room, 400 Encinal Street, Santa Cruz, CA.
15. The Regular Meeting on June 20, 2018, 6:30 p.m., will be held in the County Office of Education Board Room, 400 Encinal Street, Santa Cruz, CA.

* ***For more details about this meeting, please visit our district website and listen to the meeting recording:***

<http://www.sccs.santacruz.k12.ca.us/about-us/board-of-education/agendas-a-minutes.html>

Respectfully submitted,

Kris Munro, Superintendent
Santa Cruz City Schools

Deb Tracy-Proulx, President
Board of Education