

**REVISED MINUTES OF THE REGULAR MEETING  
OF THE SANTA CRUZ CITY SCHOOLS BOARD OF EDUCATION  
FOR THE ELEMENTARY AND SECONDARY DISTRICTS  
December 18, 2019**

**Convene Closed Session**

Board President Tracy-Proulx called this Closed Session Meeting to order at 5:35 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 6:30 p.m. in the County Office of Education Board Room, 400 Encinal Street, Santa Cruz, CA.

**Attendance at Meeting**

Jeremy Shonick	Patty Threet	Deb Tracy-Proulx
Claudia Vestal	Sheila Coonerty	

Board Member Cindy Ranii participated via teleconference for the entirety of the meeting.

Absent: Violet Edwards, Student Board Representative, Santa Cruz High School

Absent: Jasmyn Lopez, Student Board Representative, Harbor High School

Kris Munro, Superintendent

Dorothy Coito, Assistant Superintendent, Educational Services

Molly Parks, Assistant Superintendent, Human Resources

Jim Monreal, Assistant Superintendent, Business Services

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.

**PUBLIC COMMENTS**

A Santa Cruz High School parent expressed concern regarding a Santa Cruz High employee. The concern was also expressed to the school administration, and the District Office staff.

**Agenda Changes, Additions, or Deletions**

Superintendent Munro noted that item 8.2.2.5. Business Services/Santa Cruz High: Quote: Central Restaurant Products for New Freezer was incorrectly named, and Santa Cruz High was changed to Soquel High; language in item 8.5.3.2. MOU for Summer Assistance Program was revised to state: "Be employed at the District for fewer than *11 months* per fiscal year"; item 8.2.2.3. Business Services: Contract: Fiscal Crisis and Management Assistance Team moved to Items to be Transacted or Discussed, 8.5.2.3.

## **SUPERINTENDENT'S REPORT**

### **Superintendent's Report**

Superintendent Munro reported her attendance at the Schools Integrated Behavioral Health Initiative Steering Committee, which will convene again after the New Year. She also participated in the S4C Grading Practices Inquiry Group, and the Computer Science for All administrator training. Ms. Munro and staff gave a CTE presentation at a meeting with Sons in Retirement. Ms. Munro highlighted a successful Warriors Night, hosted by the Santa Cruz Education Foundation and SCCS to raise funds for school libraries. The Superintendent and staff attended a Santa Cruz City Council meeting to request a waiver from the City Inclusionary Ordinance for our workforce housing project. Finally, Superintendent Munro conveyed the District's publication of the winter newsletter and the ongoing work to the District's website.

## **BOARD MEMBERS' REPORTS**

### **Board Members' Reports**

Trustee Vestal reported that Inside Education visited charter schools where alternative seating and lighting were showcased, among other unique practices. She also reported that this year, Schools Plus received 74 grant proposals from 28 different schools, of which SCCS schools will be included as recipients. Ms. Vestal attended the Delta Charter Board meeting, and reported they are planning to enroll many new students after winter break.

Trustee Threet noted that she has visited the Soquel High pool many times this month, and also attended many football games, and remarked on the high school bands playing at every game. Ms. Threet thanked voters for approving the parcel taxes and bonds that created these beneficial opportunities for students. Ms. Threet had the opportunity to attend the choral performance at Soquel High, which also included the choral group from Branciforte Middle School.

### **Board President's Report**

President Tracy-Proulx reported her attendance at the Annual Delegate Assembly Conference in San Diego, where future proposition changes were discussed, along with the impact climate change, wildfires and power outages are having on schools throughout the state. Ms. Tracy-Proulx asked the Board to consider implementing a specific mental health policy. Ms. Tracy-Proulx attended several democratic club meetings to explain Measure X, which will amend the City Charter to create Trustee areas for districtwide elections.

## **APPROVAL OF MINUTES**

1. MSP (Vestal/Coonerty) 6-0, the Board of Education approved the November 6, 2019 Meeting Minutes.
2. MSP (Coonerty/Vestal) 5-1-0, the Board of Education approved the November 20, 2019 Meeting Minutes. Trustee Shonick abstained from the vote due to absence at the meeting.

## **GENERAL PUBLIC BUSINESS**

### **Consent Agenda**

8.1.1. Final Williams Report, 8.1.2. Overnight Field Trip Request, 8.1.3. Budget Transfers, 8.1.4. Disposition of Surplus Property, 8.1.5. Purchase Orders, Bids, & Quotes, 8.1.6. Warrant Register, 8.1.7. Personnel Actions - Certificated, 8.1.8. Personnel Actions - Classified, 8.2.1.1. Educational Services/Soquel High School: Memorandum of Understanding SEEDS Restorative Justice, 8.2.1.2. Educational Services/Curriculum: Model Based Biology Curriculum Adoption, 8.2.1.3. Educational Services/Curriculum: Math 1 & 2 Textbook Adoption for Independent Studies, 8.2.1.4. Educational Services/Special Education: Non Public School: BRITE Horizons School, 8.2.1.5. Educational Services/Special Education: Agreement for Professional Services to Private

Schools, 8.2.2.1. Business Services: Resolution 14-19-20: Property and Liability and Worker’s Compensation Joint Power Authorities, 8.2.2.2. Business Services/Santa Cruz High School: Resolution 15-19-20: 2020 National Fitness Campaign Funds, 8.2.2.3. Business Services: Service Agreement: Rick Del Valle Consulting Services, 8.2.2.4. Business Services/Soquel High: Quote: Central Restaurant Products for New Freezer, 8.2.3.1. Human Resources: New Classified Job Description: Human Resources Director, 8.2.3.2. Human Resources: Memorandum of Understanding: University Placements, 8.2.3.3. Human Resources: New Classified Job Description: International Baccalaureate CAS Coordinator , 8.3.1. Borgman Ford Sales, Inc.: Change Order 1: Tax for Food Service Van, 8.3.2. CRW Industries, Inc.: Change Order 5: Site Work for New Modular Classrooms DeLaveaga, 8.3.3. D & T Painting: Change Order 1: Paint Offices and Walls Santa Cruz High School, 8.3.4. Elite Interactiv: Proposal: Device Cabling Soquel High School External Security, 8.3.5. Elite Interactiv: Proposal: Device Cabling Santa Cruz High School External Security, 8.3.6. Firefly Repair and Fabrication: Change Order 1: Food Truck , 8.3.7. Forbo Flooring Systems: Quote: 100 & 200 Building Carpet Soquel High School, 8.3.8. I & A Contractor, Inc.: Change Order 4: Westlake Elementary School Roof Replacement, 8.3.9. JM Electric: Change Order 1: Art Jewelry Room Light Fixture Replacement Santa Cruz High School, 8.3.10. Legend Theatrical: Change Order 1: New Theater Curtains Harbor High School, 8.3.11. Madi Architecture: Change Order 1: Site Infrastructure Soquel High School, 8.3.12. Madi Architecture: Change Order 1: Snack Shack Soquel High School, 8.3.13. Madi Architecture: Change Order 1: New Classroom Bay View Elementary School, 8.3.14. Madi Architecture: Change Order 1: Relocate Playground and Lunch Shelter Branciforte Small Schools, 8.3.15. Madi Architecture: Change Order 1: New Classroom Branciforte Small Schools, 8.3.16. Madi Architecture: Change Order 1: New Classrooms DeLaveaga Elementary School, 8.3.17. Madi Architecture: Change Order 1: New Parking Lot DeLaveaga Elementary School, 8.3.18. M3 Environmental: Contract: Paint Lead Survey & Abatement Bay View Elementary School, 8.3.19. M3 Environmental: Contract: Asbestos and Lead Sampling Santa Cruz High School Basement, 8.3.20. Montano Plumbing: Proposal: Backflow Replacement Natural Bridges Elementary School, 8.3.21. Moore Twining Associates: Proposal: Field Welding Inspections Westlake Elementary School, 8.3.22. Moore Twining Associates: Proposal: Geotechnical Engineering Santa Cruz High School Pool House, 8.3.23. Palace Business Solutions: Proposal: Admin Office Furniture Santa Cruz High School, 8.3.24. PSR Electric: Proposal: Accessible Lift Electrical Westlake Elementary School, 8.3.25. Sierra School Equipment Co.: Proposal: New Furniture Branciforte Middle School, 8.3.26. Uline: Proposal: Picnic Tables Branciforte Middle School, 8.3.27. Z-CON Specialty Services, Inc.: Proposal: Abatement Work at Santa Cruz High School. Trustee Shonick requested an update next December on item 8.2.1.2. Model Based Biology Curriculum Adoption.

There were no comments from the public.

Dr. Coonerty motioned to approve the consent agenda, and Ms. Vestal seconded the motion. The motion was passed by the following roll call vote:

<b>Roll Call Vote:</b> Vestal – Yes	Shonick – Yes	Threet – Yes
Coonerty – Yes	Tracy-Proulx – Yes	Ranii – Yes

**Closed Session Items**

**8.4.1. Report of Closed Session Actions**

1. The Board of Education took action on Certificated/Classified/Management Leaves, Retirements, Resignations and Appointments.
2. Ms. Parks shared information with Trustees regarding Public Employee Discipline/Dismissal/Release/Complaint.
  - a. The Board voted unanimously in closed session to approve a resignation agreement for the position of Director of Finance.”

3. The Board of Education heard an update from and provided direction to Ms. Parks regarding negotiations with the SCCCE and for 2019-20.

### **ITEMS TO BE TRANSACTED AND/OR DISCUSSED**

#### **8.5.1.1. New Business: Local Control Accountability Plan: Single Plans for Student Achievement**

Assistant Superintendent Coito reported on the District's Single Plans for Student Achievement (SPSA) and the work being done at each site to improve the academic performance of all students. SPSAs serve as the organizer for an individual school's improvement process, and a new template has been designed to align with the Local Control Accountability Plan. It addresses the root causes of student academic challenges and identifies and implements research-based instructional strategies to raise the achievement of students who are not yet proficient by state standards. The purpose of the SPSA is to coordinate all educational services at the site, and to determine how funds provided to the school will be used to improve the academic performance of all pupils.

Ms. Coito introduced Gault Elementary Principal Hernandez, Mission Hill Middle School Principal McElwee, and Soquel High Principal O'Meara, who each presented the Single Plans for Student Achievement for their sites. Principals discussed their schools' progress with the California Dashboard and provided specific student-wide goals for English Language Arts, Math, English Learner Progress and School Connectedness. Strategies and activities to meet these goals were discussed, as well as celebrations from each site. There were no public comments.

MSP (Coonerty/Vestal) 6-0, the Trustees approved the Single Plans for Student Achievement for adoption.

#### **8.5.2.1. New Business: First Interim Report**

Assistant Superintendent Monreal reported that the District requires a positive certification to certify that the District will meet its financial obligations for the current year, and two subsequent fiscal years. Mr. Monreal presented the adjustments in both revenues and expenditures made to the budget since adoption in June 2019, resulting in the ending fund balance of (\$2,369,940), and changing the unrestricted reserve from 7.54% to 4.29%. The Governor's 2020-21 Budget Proposal will be available in January 2020, and the Second Interim Report will be due in March 2020. Mr. Monreal recommended approval of the 2019-20 First Interim Report with a Positive Certification.

MSP (Threet/Coonerty) 6-0, the Board of Education approved the First Interim Report with a Positive Certification.

#### **8.5.2.2. New Business: Workforce Housing Bridging Architect**

Assistant Superintendent Monreal reported MADI Architecture as the District's selection for Workforce Housing Bridging Architect. A bridging architect team becomes a partner of the District during the workforce housing planning process. They aide the District in establishing standards, needs and constraints for the project, as well as communication with City Council. Mr. Monreal recommended approval of MADI Architecture to become the Workforce Housing Bridging Architect.

MSP (Vestal/Sheila) 6-0, the Board of Education approved MADI Architecture as the Workforce Housing Bridging Architect.

**8.5.2.3. New Business: Contract: Fiscal Crisis and Management Assistance Team**

Assistant Superintendent Monreal provided a proposal to the Board of Education for Fiscal Crisis and Management Assistance Team (FCMAT). The contract includes an on-site review of the District's 2019-20 First Interim budget and multi-year projections, and a review of operational processes and procedures in the District's Business Services department. Where appropriate, recommendations will be made for improved efficiency. A final report will be produced and provided to the Board. Mr. Monreal recommended approval of the FCMAT contract to conduct a review of the District's budget.

MSP (Threet/Coonerty) 6-0, the Board of Education approved the contract with the Fiscal Crisis and Management Assistance Team to conduct a review of the District's budget.

**8.5.3.1. Staff Report: Personnel Commission Report**

Assistant Superintendent Parks introduced Classified Personnel Director Houser to report to the Board of Education. Ms. Houser reported the responsibilities of the Personnel Commission, and noted the Commissioners currently serving terms as Mark Violante, Brian Murtha, and Pamela Hernandez. She recounted many highlights of the 2018-19 year, and provided data on the number of applicants tested and interviewed, and days from job offer to work start date. This report was informational in nature and no actions were taken by the Board of Education regarding this matter.

**8.5.3.2. New Business: Memorandum of Understanding Summer Assistance Program**

Assistant Superintendent Parks brought forth a Memorandum of Understanding for the Classified School Employee Summer Assistance Program. The state initiative will support classified employees who are not paid during the summer. Eligible employees may set aside up to 10% of their salary to be matched by the state and paid during the summer months following the 2020-21 school year. The state has budgeted \$36 million statewide to provide matching funds to classified employees that meet the qualifications.

**Public Comment:** SCCCE President Jeanie Brown thanked the District for supporting this program for classified employees.

MSP (Coonerty/Vestal) 6-0, the Board of Education approved the Memorandum of Understanding for the Classified School Employee Summer Assistance Program.

**8.5.3.3. New Business: SCCCE Sunshine Articles for SCCS 2019-20**

Assistant Superintendent Parks reported that in accordance with the Employees Relations Act for public notice of contract proposals before official negotiations begin, she recommended approval of the 2019-20 contract proposals from the SCCCE Unit for *Sunshining*.

MSP (Threet/Coonerty) 6-0, the Board of Education approved the 2019-20 SCCCE Sunshine Articles for SCCS.

**8.5.4.1. New Business: CSBA Delegate Assembly Nominations**

The Santa Cruz City Schools Board of Education may nominate a board member within Region 9A for the two-year term beginning April 1, 2020 through March 31, 2022. The nominee must give approval prior to nomination. Nominee applications and resumes must be submitted to the CSBA no later than January 7, 2020. Ballots will be mailed to school boards for voting in

February 2020, and elected delegates will attend meetings on May 16-17, 2019 in Sacramento, California and on December 1-2 in Anaheim, California.

Current Santa Cruz City Schools Delegate Assembly Member Tracy-Proulx expressed that she would like to continue as the Delegate Assembly Member for another term.

MSP (Coonerty/Vestal) 6-0, the Board of Education nominated Santa Cruz City Schools Delegate Assembly Member Deborah Tracy-Proulx for Region 9A Delegate Assembly Member.

**8.5.4.2. New Business: Board Policy Updates**

Policies are submitted through the GAMUT online board policy book updating process, which uses CSBA recommendations for review and change approximately six times per year in participating districts. These recommendations reflect recent changes in education code and/or case law. The policies have been reviewed by staff to ensure that any required customization for Santa Cruz City Schools has been included.

Trustee Threet motioned to bring back the policies for third reading at the special meeting on January 8. Dr. Coonerty seconded the motion.

MSP (Threet/Coonerty) 6-0, the Board of Education approved the policies for third reading and return to the Trustees for final reading and adoption on January 8, 2020.

**8.5.4.3. New Business: Annual Board Reorganization**

Superintendent Munro thanked Dr. Ranii for her service during the past year as Vice-President of the Board of Education, and presented Board President Tracy-Proulx with a plaque to thank her and recognize her service as Board President from December 2018 to December 2019. The Superintendent reported that each year in December, the Board of Education elects a Board President, Vice President and Clerk of the Board in accordance with Board Bylaw 9100 Organization. Superintendent Munro discussed the roles/duties of the President and Vice President, and shared that past practice has been to appoint the Superintendent as the Secretary/Clerk of the Board of Education.

Trustee Threet nominated Dr. Ranii to serve as the Board President for the December 2019 to December 2020 term.

MSP (Threet/Vestal) 6-0, the Board of Education appointed Dr. Ranii as the Board President for the December 2019 to December 2020 term of service.

Trustee Threet recommended Dr. Coonerty to serve as Vice President during this term. Dr. Coonerty accepted this nomination.

MSP (Threet/Tracy-Proulx) 6-0, the Board of Education appointed Dr. Coonerty as the Board Vice President for the December 2019 to December 2020 term of service.

MSP (Tracy-Proulx/Threet) 6-0, the Board of Education appointed Superintendent Munro as the Secretary/Clerk of the Board of Education for the December 2019 to December 2020 term of service.

**8.6.4.3. Discussion: Possible Items for Future Meeting Agendas**

Trustee Shonick requested an update next December on the new Model Based Biology Curriculum Adoption and the Physics first pilot at Harbor. Trustee Shonick also requested further future discussion on the law surrounding Board Policy 4216A regarding Probationary and Permanent Status.

**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 8:47 p.m.

**Board Meeting Schedule Information**

1. The Regular Meeting on December 18, 2019, 6:30 p.m., will be held in the County Office of Education Board Room, 400 Encinal Street, Santa Cruz, CA. **Meeting Date Change Noted Here.**
2. A Special Meeting of the Board will be held on January 8, 2020 at 6:00 p.m. to conduct interviews for the Provisional Appointment of a new Trustee; will be held in the County Office of Education Board Room, 400 Encinal Street, Santa Cruz, CA.
3. The Regular Meeting on January 15, 2020, 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/Study Session on January 22, 2020, 6:30 p.m., will be held in the Harbor High School Library, 300 La Fonda Avenue, Santa Cruz, CA.
5. The Regular Meeting on February 5, 2020, 6:30 p.m., will be held in the County Office of Education Board Room, 400 Encinal Street, Santa Cruz, CA.
6. The Regular Meeting on February 19, 2020, 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 March 4, 2020, 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 18, 2020, 6:30 p.m., will be held in the County Office of Education Board Room, 400 Encinal Street, Santa Cruz, CA.
9. The Governance Retreat on March 22, 2019, 9:00 a.m., will be held at the District Office, Room 5, 133 Mission Street Suite 100, Santa Cruz, CA.
10. The Regular Meeting on April 15, 2020, 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/Study Session on April 29, 2020, 6:30 p.m., will be held in the Harbor High School Library, 300 La Fonda Avenue, Santa Cruz, CA.
12. The Regular Meeting on May 6, 2020, 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/Study Session on May 20, 2020, 6:30 p.m., will be held in the Harbor High School Library, 300 La Fonda Avenue, Santa Cruz, CA.
14. The Regular Meeting on June 3, 2020, 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 17, 2020, 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

Deborah Tracy-Proulx, President  
Board of Education