

REGULAR MEETING OF THE BOARD OF TRUSTEES
Thursday, November 12, 2015

Members present

Alex Shantz, Jeff Conwell, Maria Haug, Jeannie Kerr, Cindy Smith

1. CALL TO ORDER

A. WELCOME MESSAGE FROM THE BOARD PRESIDENT

President Kerr called the meeting to order at 5:01PM.

2. APPROVAL OF AGENDA

A. APPROVAL OF THE AGENDA

The Board approved the meeting agenda, as presented.

Motion by Jeff Conwell, second by Maria Haug.

Final Resolution: Motion Carries

Aye: Alex Shantz, Jeff Conwell, Maria Haug, Jeannie Kerr, Cindy Smith

3. PUBLIC COMMENT ON CLOSED SESSION ITEMS

A. COMMENTS FROM THE PUBLIC ON CLOSED SESSION ITEMS

There was no public comment made on items not on the agenda.

4. CLOSED SESSION

A. CONFERENCE WITH LABOR NEGOTIATOR, DISTRICT NEGOTIATORS: DR. MARYLOU WILSON, DR. CINDY TOEWS, AND MRS. ANDREA STUBBS (GOVERNMENT CODE 54957.6)

B. PERSONNEL (GOVERNMENT CODE 54957: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE)

5. RECONVENE TO OPEN SESSION AND FLAG SALUTE

A. REPORT OF ACTIONS TAKEN IN CLOSED SESSION, IF ANY

President Kerr reported that in closed session items A. and B. were discussed and no action was taken.

President Kerr led the Board in the Pledge of Allegiance.

6. PUBLIC COMMENT

A. PUBLIC COMMENTS AT SHUSD BOARD MEETINGS

Rui Bastos-Amaro of Angwin, CA, approached the podium to provide Public Comment. Mr. Bastos-Amaro mentioned that the fields at RLS and Carpy Field are in poor condition with little or no lighting. He requested that Board work to strengthen the partnership with the St. Helena Sports Community and the District. President Kerr directed Superintendent Wilson and CBO Stubbs to schedule time to meet with Mr. Bastos-Amaro to discuss these issues further.

7. PRESENTATIONS

A. RECOGNITION OF CURRENT RETIREE: JAIME PONCE

California School Employees Association President, Margarita Rodriguez, extended appreciation to Jaime Ponce for his 33 years of services. St. Helena Teachers' Association (SHTA) President,

Dan Boyett, thanked Mr. Ponce for his service and provided retirement gifts. Each of the Board Members and District Administration extended their appreciation of Mr. Ponce's dedication, hard work, and pleasant demeanor.

B. INTRODUCTION OF THE FUTURE FARMERS OF AMERICA (FFA) OFFICERS

The Board of Trustees were introduced to the Future Farmers of America Officers. The Officers provided the Board with information on the programs and activities of the chapter.

8. COMMUNICATIONS

A. BOARD MEMBER REPORTS

Trustee Shantz provided the Board with an update on the St. Helena High School.

B. SUPERINTENDENT'S SUB-COMMITTEE REPORTS

BUDGET: President Kerr reported that at the most current Budget Meeting there was an update on the State legislation and how those Bills impacted the budget, a review of the Schools Sound Finance publication, and a review of the 2016-2017 Budget Assumptions.

Public Comment: Vallejo City Unified School District Trustee Ruscal Cayangyang requested additional information on how the SHUSD would be managing the legislation surrounding the Reserve Cap.

WELLNESS: Trustee Shantz shared that at the last Wellness Committee meeting, results of the Student Cafeteria Survey were shared. In addition, the group celebrated the success of the latest food tastings. There was also a Dairy Council representative who attended the meeting and shared the resources available to the District.

CURRICULUM: At the Curriculum Committee meeting, the focus was on CTE and Math at all of the school sites. The meeting was very informative and she thanked the administrators for their planning.

LCAP/STRATEGIC PLAN: President Kerr reported that at the latest meeting the group reflected on the Community Meeting and how the committee can use the feedback and use the resources wisely. Some surveys were also reviewed.

C. STUDENT REPRESENTATIVE TO THE BOARD

Student Representative to the Board, Cristian Maldonado, provided the Board with an update on his site visits.

D. SUPERINTENDENT'S REPORT

Superintendent Wilson provided the Board with an update on the new SHUSD website. She reported that the new site is going through the coding process and staff will be going through a professional development training. Dr. Wilson reminded the public that the District of Choice application deadline is November 30, 2015.

E. ST. HELENA HIGH SCHOOL PRINCIPAL'S REPORT TO THE BOARD

The written report from the Principal of the St. Helena High School is attached to the Board Agenda.

F. ROBERT LOUIS STEVENSON MIDDLE SCHOOL PRINCIPAL'S REPORT TO THE BOARD

The written report from the Principal of the Robert Louis Stevenson Middle School is attached to the Board Agenda.

G. ST. HELENA ELEMENTARY SCHOOL PRINCIPAL'S REPORT TO THE BOARD

The written report from the Principal of the St. Helena Elementary School is attached to the Board Agenda.

H. ST. HELENA PRIMARY SCHOOL PRINCIPAL'S REPORT TO THE BOARD

The written report from the Principal of the St. Helena Primary School is attached to the Board Agenda.

9. CONSENT AGENDA

A. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF THE BOARD ON OCTOBER 8, 2015

B. APPROVAL OF THE MINUTES OF THE BOARD OF TRUSTEES STUDY SESSION ON OCTOBER 13, 2015

C. APPROVAL OF THE MINUTES OF THE SPECIAL MEETING OF THE BOARD ON OCTOBER 28, 2015

D. APPROVAL/RATIFICATION OF FIELD TRIPS

E. APPROVAL/RATIFICATION OF SCHOOL-CONNECTED ORGANIZATIONS TO RAISE FUNDS FOR DISTRICT STUDENTS

F. APPROVAL/RATIFICATION OF CONTRACTS UNDER \$25,000

G. APPROVE LETTER TO WESTAMERICA BANK CHANGING THE SIGNATORY ON THE

H. APPROVE AN MOU BETWEEN SHUSD AND SHTA

I. RATIFICATION OF ACCOUNTS PAYABLE WARRANT REGISTERS #15 THRU 19, FY 2015/16

J. APPROVAL OF THE CLASSIFIED MANAGEMENT SALARY SCHEDULE

K. APPROVAL OF PERSONNEL REGISTER #4 15-16

L. APPROVAL OF THE REVISIONS TO THE ST. HELENA UNIFIED SCHOOL BOARD BYLAWS

M. APPROVAL OF REVISIONS TO BP 3250 & AR 3250 (BOARD POLICY REVIEW: BP 3000 - BP 3270)

The Board approved the Consent Agenda, as presented.

Motion by Alex Shantz, second by Jeff Conwell.

Final Resolution: Motion Carries

Aye: Alex Shantz, Jeff Conwell, Maria Haug, Jeannie Kerr, Cindy Smith

10. BOARD RELATED ITEMS

A. INFORMATION ON THE REVISION OF BP 5111: STUDENT ADMISSIONS

The Board received information on BP 5111: Student Admissions. Dr. Toews shared that on August 11, 2015, Assembly Bill (AB) 1101 was signed into law which requires school districts to establish policies that deal with student residency investigations. Specifically, the bill requires the governing board of a school district to adopt a policy regarding the investigation of a pupil to determine whether the pupil meets the residency requirements for school attendance in the school district before investigating any pupils. The policy reflects current district practice.

B. INFORMATION ON THE REVISION OF BP 3350: TRAVEL EXPENSES

Dr. Cindy Toews provided the Board with information on the proposed changes to BP3350: Travel Expenses. Currently, the district enforced a per meal cap amount and required receipts upon reimbursement. With the revisions, employees will be granted a per diem meal cap and still require receipts.

C. REQUEST TO ACCEPT GIFTS, DONATIONS OR EARMARKED FUNDS

Trustee Smith read the list of donations. The Board accepted the gifts, donation, or earmarked funds, as presented.

Motion by Maria Haug, second by Jeff Conwell.

Final Resolution: Motion Carries

Aye: Alex Shantz, Jeff Conwell, Maria Haug, Jeannie Kerr, Cindy Smith

11. STUDENT LEARNING & ACHIEVEMENT

A. LOCAL CONTROL ACCOUNTABILITY PLAN (LCAP) PROGRESS REVIEW

Dr. Cindy Toews provided the Board with an update on Local Control Accountability Plan (LCAP) goals 6, 7, and 8.

The Board members expressed their appreciation on the monthly presentations which breakdown the LCAP into smaller pieces.

12. TECHNOLOGY

A. APPROVAL OF THE BUDGET AND SCHEDULE FOR THE MULTI-CAMPUS DATA CABLING PROJECT

The Board of Trustees approved the Budget and Schedule for the Multi-Campus Data Cabling Project.

Motion by Maria Haug, second by Alex Shantz.

Final Resolution: Motion Carries

Aye: Alex Shantz, Jeff Conwell, Maria Haug, Jeannie Kerr, Cindy Smith

13. FACILITIES

A. MONTHLY UPDATE: FACILITIES PROJECTS & FINANCING

CBO Stubbs provided the Board with a report on the current Facilities Projects and corresponding budgets. The presentation is attached to the Board agenda.

B. REVIEW AND CONSIDER FOR APPROVAL ONE OR MORE ITEMS ON THE PERFORMING ARTS CENTER VALUE-ENGINEERING LIST

CBO Stubbs provided the Board and Public with an overview of 14.5 million budget currently in place for the St. Helena High School Performing Arts Center. In an effort to lower the project budget, the District had previously identified eight value engineering items. Stubbs provided the Board with a list, constructed by the Auditorium and Facilities Committee, which prioritized the value engineering items. At the top of the "add-back" list was the interior wooden ceilings. The committee believes that the ceiling not only adds aesthetic benefits, but also some slight acoustical benefits as well. Additionally, Mrs. Stubbs reminded the Board that the donation of the \$500,000 proposed by local community member, Mr. Leslie Rudd, comes with some naming rights. CBO Stubbs informed the Board that she has presented the options in naming to Mr. Rudd's staff, but has not received feedback. Mrs. Stubbs shared the three different options presented to Mr. Rudd's staff.

Trustee Shantz requested clarification from District Administration regarding the timeline associated with the installation of the wooden ceiling. Construction manager of Greystone West answered Trustee Shantz' question by reminding the Board of the deadline that he provided to the Board in August 2015. If the ceiling is to be added, it must be added now.

Mr. Lee also provided the Board with information on the current alternative to the wooden ceiling, which are acoustical clouds. Mr. Lee reported that the clouds would preserve acoustics of the structure.

Vice President Smith referred to a letter submitted by local community member and acoustical engineer, Jerry Hyde, reminding the Board of the importance of the addition of the orchestra shell. Smith confirmed with Mr. Lee that the decision to include the orchestra shell in the project did not have to be made today.

Trustee Conwell addressed the issue of granting naming rights to Mr. Rudd for his donation. He believes that a 3% donation does not warrant rights, especially when the community is paying the remaining 97%.

Trustee Haug agreed with Trustee Conwell. She then asked, "Do we honor money over time and personal commitment." Trustee Haug also went on to mention the \$100,000 donation which was anonymously donated to the construction of the playground. Trustee Haug finalized her statement by sharing that she would be accepting of a plaque in the interior of the theater listing all of the benefactors.

Trustee Shantz also mentioned that he would be opposed to the Rudd Theater name being listed underneath the theater name. He agreed that a plaque in the interior of the theater was also acceptable.

President Kerr and Vice President Smith shared their disagreement. Both were not in disagreement in providing naming rights to Mr. Rudd. Trustee Smith feels that her decision must be made on what is best for the kids.

Trustee Conwell submitted a motion and then withdrew.

Vice President Cindy Smith provided the following motion:

To accept the \$500,000 donation, granting the donor naming rights to include any of the three naming options provided by staff and then purchasing the decorative wood ceiling in the amount of \$344,599.00 and reserve the remaining funds.

Motion by Cindy Smith, second by Jeannie Kerr.

Final Resolution: Motion Not Carried

Aye: Jeannie Kerr, Cindy Smith

Nay: Jeff Conwell, Maria Haug, Alex Shantz

The naming rights will be limited to the plaque (the same size that is currently included in the field house) in the lobby of the St. Helena Performing Arts Center and the Board would accept the donation of \$500,000 and would purchase the decorative wood ceiling in the amount of \$344,599.00 and reserve the remaining funds.

The above motion has been passed with scheduled limits -if there is not a resolution received within 24 hours, the motion will die.

Motion by Jeff Conwell, second by Alex Shantz.

Final Resolution: Motion Carries

Aye: Alex Shantz, Maria Haug, Jeannie Kerr, Cindy Smith, Jeff Conwell

C. REVIEW AND CONSIDER FOR APPROVAL THREE OPTIONS FOR THE SHES PLAY STRUCTURE REPLACEMENT

CBO Stubbs provided the Board with three options available for the St. Helena Play Structure. She described the details of the increased budget, which includes the sale of the PG&E stocks, the anonymous \$100,000.00 donation, a \$10,000 donation from the Parent Groups and she also included the \$30,000.00 allocated by the original Playground Committee for structure repairs. The Board of Trustees was asked to consider approving one of the following items: 1) the construction of a structure using production equipment, 2) the construction of a custom play structure through the lease/leaseback agreement, or 3) construct the DSA elements with limited equipment and then fundraising the remaining amount needed to purchase the equipment to build a structure similar to the size of the original structure.

Trustee Haug shared the importance of moving forward with Option #2 as she believe that it is what the students expect, and what many have already assumed what was what promised.

Vice President Smith also agreed that Option #2 was her preference.

Trustee Conwell disagreed and felt that the production play equipment offered in Option#1 would be more than adequate and could accommodate more students now. The production play equipment provided "more bang for the buck."

Vice president Smith created a motion to approve a custom designed play structure to the newly increased budget of \$566,000, while simultaneously, a second phase would be designed with the intent to raise the additional funds to ultimately build a structure approximately 75% of the original structure.

Motion by Cindy Smith, second by Alex Shantz.

Final Resolution: Motion Carries

Aye: Alex Shantz, Maria Haug, Jeannie Kerr, Cindy Smith

Nay: Jeff Conwell

D. APPROVAL TO BID THE DSA APPROVED PORTION OF THE ST. HELENA ELEMENTARY SCHOOL PLAYGROUND REPLACEMENT PROJECT

The Board granted approval to bid the DSA portion of the St. Helena Elementary School Playground Replacement Project.

Motion by Maria Haug, second by Jeff Conwell.

Final Resolution: Motion Carries

Aye: Alex Shantz, Jeff Conwell, Maria Haug, Jeannie Kerr, Cindy Smith

E. APPROVAL OF CHANGE ORDER #3 TO THE LEASE-LEASEBACK AGREEMENT FOR THE ST. HELENA HIGH SCHOOL AUDITORIUM.

The Board approved Change Order #3 to the Lease-Leaseback Agreement for the St. Helena High School Auditorium.

Motion by Jeff Conwell, second by Maria Haug.

Final Resolution: Motion Carries

Aye: Alex Shantz, Jeff Conwell, Maria Haug, Jeannie Kerr, Cindy Smith

F. APPROVAL OF CHANGE ORDER #3 TO THE LEASE-LEASEBACK AGREEMENT FOR THE ST. HELENA ELEMENTARY SCHOOL ALTERATIONS TO BUILDING G, WINDOW REPLACEMENT TO BUILDINGS A & H AND CAMPUS DOOR HARDWARE REPLACEMENT / DATA CABLING AND FIRE ALARM PROJECT

The Board approved Change Order #3 to the lease-leaseback agreement for the St. Helena Elementary School Alterations to Building G, Window Replacement to Buildings A & H and Campus Door Hardware Replacement/Data Cabling and Fire Alarm Project.

Motion by Alex Shantz, second by Jeff Conwell.

Final Resolution: Motion Carries

Aye: Alex Shantz, Jeff Conwell, Maria Haug, Jeannie Kerr, Cindy Smith

G. UPDATE ON LONG-TERM FACILITY PROJECT AND DEFERRED MAINTENANCE PLANNING & FUNDING

CBO Stubbs provided the Board with information on the Long-Term Facility Projects and Deferred Maintenance Planning along with the associated funding. Mrs. Stubbs also provided the Board with a detailed presentation providing information on the high, medium, and low priority lists for "Warm, Safe, and Dry" items included in the Long-term Deferred Maintenance Projects List. In addition, Mrs. Stubbs reviewed the Bond Projects scheduled, but not yet started. She reported that she hosted a meeting which included all administrators and athletic stakeholder who could potentially provide feedback on the Projects.

The Board provided CBO with the following direction: A) Bring the tennis courts back to bid, but keep all remaining Bond projects on a pending list and B) Archive the low-priority Deferred Maintenance Projects without any further discussion.

14. BUSINESS & OPERATIONS

A. APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH THE GREYSTONE WEST COMPANY FOR CONSTRUCTION MANAGEMENT SERVICES AS REQUIRED FOR THE ST. HELENA UNIFIED SCHOOL DISTRICT MULTI-CAMPUS DATA CABLING PROJECT

CBO Stubbs provided the Board with the term and total amount of the contract proposed with Greystone West. The contract term begins November 2015 and runs through December 2016 with a contract total amount of \$167,000.00. Trustee Smith requested that the Board be provided with a breakdown of hours allocated and hours of work for the project.

The Board approved the Professional Services Agreement with the Greystone West Company for Construction Management Services as required for the St. Helena Unified School District Multi-Campus Data Cabling Project.

Motion by Jeff Conwell, second by Maria Haug.

Final Resolution: Motion Carries

Aye: Alex Shantz, Jeff Conwell, Maria Haug, Jeannie Kerr, Cindy Smith

B. APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH SOMMERS ARCHITECTURE FOR ARCHITECTURAL, MECHANICAL, CIVIL & STRUCTURAL ENGINEERING SERVICES AS REQUIRED FOR THE ST. HELENA UNIFIED SCHOOL DISTRICT MULTI-CAMPUS DATA CABLING PROJECT

The Board approved a Professional Services Agreement with Sommers Architecture for Architectural, Mechanical, Civil & Structural Engineering Services as required for the St. Helena Unified School District Multi-Campus Data Cabling Project.

Motion by Maria Haug, second by Jeff Conwell.

Final Resolution: Motion Carries

Aye: Alex Shantz, Jeff Conwell, Maria Haug, Jeannie Kerr, Cindy Smith

C. APPROVE RESOLUTION #15-17: AUTHORIZATION TO TERMINATE MEMBERSHIP IN THE CONTRA COSTA COUNTY SCHOOLS INSURANCE JOINT POWERS AGENCY

The Board adopted Resolution #15-17: Authorization to Terminate Membership in the Contra Costa County School Insurance Joint Powers Agency.

Motion by Alex Shantz, second by Cindy Smith.

Final Resolution: Motion Carries

Aye: Alex Shantz, Jeff Conwell, Maria Haug, Jeannie Kerr, Cindy Smith

D. APPROVAL TO OPEN WINDOW FOR PARTICIPATION IN THE STATE-AUTHORIZED RETIREMENT INCENTIVE FOR CERTIFICATED STAFF, AND ADOPT RESOLUTION #15-18: RETIREMENT INCENTIVE PROGRAM

The Board adopted Resolution #15-18: Retirement Incentive Program.

Motion by Cindy Smith, second by Maria Haug.

Final Resolution: Motion Carries

Aye: Alex Shantz, Jeff Conwell, Maria Haug, Jeannie Kerr, Cindy Smith

E. APPROVAL TO OPEN WINDOW FOR PARTICIPATION IN THE STATE-AUTHORIZED CALPERS RETIREMENT INCENTIVE FOR CERTIFICATED STAFF, & ADOPT RESOLUTION #15-19

The Board adopted Resolution #15-19, Approval to Open Window for Participation in the State-Authorized CALPERS Retirement Incentive for Certificated Staff.

Motion by Maria Haug, second by Alex Shantz.

Final Resolution: Motion Carries

Aye: Alex Shantz, Jeff Conwell, Maria Haug, Jeannie Kerr, Cindy Smith

F. APPROVE RESOLUTION #15-20 REQUIRED FOR "LESS THAN HALF-TIME" SHTA MEMBERS TO ENROLL IN THE CALPERS MEDICAL PLAN PROGRAM, EFFECTIVE JANUARY 1, 2016

The Board adopted Resolution #15-20 Resolution Request for "Less Than Half-Time" SHTA Member to Enroll in the CALPERS Medical Plan Program, Effective January 1, 2016.

Motion by Cindy Smith, second by Maria Haug.

Final Resolution: Motion Carries

Aye: Alex Shantz, Jeff Conwell, Maria Haug, Jeannie Kerr, Cindy Smith

15. FUTURE AGENDA ITEMS

A. FUTURE AGENDA ITEMS

The Board reviewed the list of upcoming agenda items listed below.

Presentation of the St. Helena High School (SHHS) Fall Sports

LCAP Site Goals and Budget Plan

LCAP Progress Goals

Fall Report on Benchmarks

St. Helena Primary School Site Plan

First Interim Report

Audit Findings 2014-15

Developer Fee Report/Resolution

Board Policy Review

Presentation on the St. Helena Unified School District Website

CANCELED: Board Study Session - Friday, November 13, 2015

President Kerr reminded the Trustees that the Study Session scheduled for November 13, 2015 has been postponed to January 22, 2016.

16. ADJOURNMENT

A. ADJOURNMENT

President Kerr adjourned the meeting at 10:21PM.

Motion by Alex Shantz, second by Maria Haug.

Final Resolution: Motion Carries

Aye: Alex Shantz, Jeff Conwell, Maria Haug, Jeannie Kerr, Cindy Smith

Jeannie Kerr 12/10/2015 Maria Haug 12/10/15
Jeannie Kerr, Board President Date Maria Haug, Clerk to the Board Date

Cynthia P. Smith 12/10/15