

**APPROVED**



**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION**

Agenda Item 9.1g

**Meeting Date:** September 17, 2015

**Subject:** Approve Minutes of the August 20, 2015, Board of Education Meeting

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: \_\_\_\_\_)
- Conference/Action
- Action
- Public Hearing

**Division:** Superintendent's Office

**Recommendation:** Approve Minutes of the August 20, 2015, Board of Education Meeting.

**Background/Rationale:** None

**Financial Considerations:** None

**LCAP Goal(s):** Family and Community Engagement

**Documents Attached:**

1. Minutes of the August 20, 2015, Board of Education Regular Meeting

**Estimated Time of Presentation:** N/A  
**Submitted by:** José L. Banda, Superintendent  
**Approved by:** N/A



**Putting  
Children  
First**

# Sacramento City Unified School District BOARD OF EDUCATION MEETING AND WORKSHOP

## Board of Education Members

Darrel Woo, President (Trustee Area 6)  
Christina Pritchett, Vice President (Trustee Area 3)  
Jay Hansen, Second Vice President (Trustee Area 1)  
Ellen Cochrane, (Trustee Area 2)  
Gustavo Arroyo, (Trustee Area 4)  
Diana Rodriguez, (Trustee Area 5)  
Jessie Ryan, (Trustee Area 7)  
Elizabeth Barry, Student Member

Thursday, August 20, 2015

4:30 p.m. Closed Session

6:30 p.m. Open Session

Serna Center

Community Conference Rooms

5735 47<sup>th</sup> Avenue

Sacramento, CA 95824

## **MINUTES**

**2015/16-3**

### **1.0 OPEN SESSION / CALL TO ORDER / ROLL CALL**

*The meeting was called to order at 4:31 p.m. by President Woo, and roll was taken.*

#### *Members Present:*

*President Darrel Woo  
Vice President Christina Pritchett  
Gustavo Arroyo  
Ellen Cochrane  
Jessie Ryan*

#### *Members Absent:*

*Second Vice President Jay Hansen (arrived at 4:40 p.m.)  
Diana Rodriguez (arrived at 4:45 p.m.)*

*A quorum was reached.*

### **2.0 ANNOUNCEMENT AND PUBLIC COMMENT REGARDING ITEMS TO BE DISCUSSED IN CLOSED SESSION**

*No Public Comment was requested on Closed Session items, and the Board retired to Closed Session.*

### **3.0 CLOSED SESSION**

***While the Brown Act creates broad public access rights to the meetings of the Board of Education, it also recognizes the legitimate need to conduct some of its meetings outside of the public eye. Closed session meetings are specifically defined and limited in scope. They primarily involve personnel issues, pending litigation, labor negotiations, and real property matters.***

**3.1 Government Code 54956.9 - Conference with Legal Counsel – Anticipated Litigation:**

- a) Existing litigation pursuant to subdivision (a) of Government Code section 54956.9 (OAH Case No. 2014120055 and OAH Case No. 2015060943)
  - b) Significant exposure to litigation pursuant to subdivision (d)(2) of Government Code section 54956.9
  - c) Initiation of litigation pursuant to subdivision (d)(4) of Government Code section 54956.9
- 3.2 Government Code 54957.6 (a) and (b) Negotiations/Collective Bargaining CSA, SCTA, SEIU, Teamsters, UPE, Unrepresented Management
  - 3.3 Government Code 54957 – Public Employee Discipline/Dismissal/Release/Reassignment
  - 3.4 Government Code 54957 - Public Employee Performance Evaluation:
    - a) Superintendent

**4.0 CALL BACK TO ORDER/PLEDGE OF ALLEGIANCE**

*The meeting was called back to order at 6:35 p.m. by President Woo.*

*Members Present:*

*President Darrel Woo  
 Vice President Christina Pritchett  
 Second Vice President Jay Hansen  
 Gustavo Arroyo  
 Ellen Cochran  
 Diana Rodriguez  
 Jessie Ryan  
 Student Member Elizabeth Barry*

*Members Absent: None*

*The Pledge of Allegiance was led by sisters Geraldine Castaneda and Mirelle Castaneda, Eleventh and Twelfth grade students, respectively, from C. K. McClatchy High School. Certificates of Appreciation were presented by Second Vice President Jay Hansen.*

**5.0 ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION**

*Counsel Jerry Behrens announced that, by a vote of 6-1 with Member Rodriguez abstaining, the Board ratified a Compromise and Release agreement in a Special Education matter, OAH Case No. 2015060943.*

**6.0 AGENDA ADOPTION**

*President Woo asked for a motion to adopt the agenda. A motion was made to approve by Vice President Pritchett and seconded by Member Ryan. The Board voted unanimously to adopt the agenda.*

**7.0 PUBLIC COMMENT**

*Members of the public may address the Board on non-agenda items that are within the subject matter jurisdiction of the Board. Please fill out a yellow card available at the entrance. Speakers may be called in the order that requests are received, or grouped by subject area. We ask that comments are limited to two (2) minutes with no more than 15 minutes per single topic so that as many people as possible may be heard. By law, the Board is allowed to take action only on items on the agenda. The Board may, at its discretion, refer a matter to district staff or calendar the issue for future discussion.*

*Public Comment:*

*Liz Guillen, of Public Advocates, noted that a letter was sent to Superintendent Banda and Chief Business Officer Gerardo Castillo on August 17<sup>th</sup> regarding concerns about the amount of funding from supplemental and concentration funding from the LCFF. The letter was signed by Public Advocates, Hmong Innovating Politics, Sacramento ACT, the Black Parallel School Board, and Making Cents Work. They feel the funding does not meet the District's obligation for 2014-15 based on the 2015-16 formula. She requests that the issue of the LCAP be included on the September 3<sup>rd</sup> Board meeting so that a resolution can be discussed.*

*Jonathan Tran, of Hmong Innovating Politics, has concerns about unspent LCFF funds, especially for students that have the most need of services.*

*Nikki Milevsky, President of SCTA, spoke of the collaborative work between the District and SCTA to work on a pre-Labor Day calendar and also discussions to come regarding the possibility of even bigger changes in 2016-17. She sees this as indicative of opportunities for constructive change. SCTA looks forward to working with the District in 2015-16. She spoke of two major priorities: 1) making steps to make Sacramento City Unified School District a destination district by reducing class sizes and providing quality support, and 2) by increasing efforts to recruit and retain the best teachers in the area that are reflective of our diverse student population.*

*Ray Green, Site Coordinator with the Roberts Family Development Center, was surprised to hear of the amount of unspent funds that Ms. Guillen spoke of, and he explained services provided by his organization.*

## **8.0 CONSENT AGENDA**

*Generally routine items are approved by one motion without discussion. The Superintendent or a Board member may request an item be pulled from the consent agenda and voted upon separately.*

### **8.1 Items Subject or Not Subject to Closed Session:**

- 8.1a Approve Grants, Entitlements and Other Income Agreements, Ratification of Other Agreements, Approval of Bid Awards, Change Notices and Notices of Completion (Gerardo Castillo, CPA)*
- 8.1b Approve Personnel Transactions (Cancy McArn)*
- 8.1c Approve Business and Financial Report: Warrants and Checks Issued for the period of July 2015 (Gerardo Castillo, CPA)*
- 8.1d Approve Operational MOU Between Sacramento City Unified School District and St. HOPE Public Schools – Oak Park Preparatory Academy (Al Rogers and Sue Lee)*
- 8.1e Approve Mandatory Reporting to the Sacramento County Office of Education – Uniform Complaints Regarding the Williams Settlement Processed for the Period of April 2015, through June 2015 (Cancy McArn)*

- 8.1f *Approve Child Development Head Start/Early Head Start Policy Committee Bylaws (Iris Taylor and Becky Bryant)*
- 8.1g *Approval of Dr. Susan Gilmore, Director, Adult Education, as Sacramento City Unified School District's Representative to the Capital Adult Education Regional Consortium (Iris Taylor)*
- 8.1h *Approve Resolution No. 2850: Resolution Regarding Board Stipends (Darrel Woo)*
- 8.1i *Approve Minutes of the July 16, 2015, Board of Education Meeting (José L. Banda)*

*President Woo asked for a motion to adopt the Consent Agenda. A motion was made to approve by Vice President Pritchett and seconded by Second Vice President Hansen. The Board voted unanimously to adopt the agenda.*

*Public Comment:*

*None*

*Board Member Comments:*

*None*

## **9.0 BOARD WORKSHOP/STRATEGIC PLAN AND OTHER INITIATIVES**

- 9.1 *Approve the Submission of a Credential Waiver Application to the California Commission on Teacher Credentialing for Two (2) ROTC (Cancy McArn)* **Conference/Action**

*Cancy McArn, Chief Human Resources Officer, explained the California Commission on Teacher Credentialing requirement. When a teacher does not currently hold credentials needed for the position, a waiver is required. The areas requested by this waiver are for English Language authorizations for two teachers. This is a difficult to fill position, and that the waiver gives the teachers the opportunity of continue their work with students.*

*Public Comment:*

*None*

*Board Member Comments:*

*None*

*President Woo moved the Item from Conference to Action. A motion was made by Vice President Pritchett and seconded by Member Arroyo. The motion passed unanimously. President Woo then asked for a motion to approve; a motion was made by Vice President Pritchett and seconded by Member Arroyo. The motion passed unanimously.*

- 9.2 *Monthly Facilities Update (Cathy Allen)* **Information**

*The Facilities update was given by Jim Dobson, Director of Facilities Management*

*and Operations. He presented on projects in construction and core academic renovation projects. He also spoke about the construction projects website page.*

*Public Comment:*

*None*

*Board Member Comments:*

*Member Rodriguez asked if work in progress at Parkway Elementary will be completed by the time school starts. Mr. Dobson said that the intent is to have the work done by the start of school, however there may be some punch list items that may remain. Contractors would then come after school hours to do the final repairs. Punch list items are slight deficiencies noted when District staff complete a final inspection with the architect and inspector. Member Rodriguez noted that she understood she was supposed to be part of the interview/bid process that selected real estate advisory services, but was not contacted.*

*Second Vice President Hansen said that if there are any facilities on the list that Member Rodriguez would like to see added, let him or the Superintendent know.*

*Member Rodriguez said she was supposed to be included in the bid process and that it was publicly stated.*

*Second Vice President Hansen said he was touring John Cabrillo Elementary School and noted that the yard in the back is very large. He feels there is opportunity at some schools to look at different uses for these spaces. He asked if there is a requirement that schools have to have a certain amount of acreage. Mr. Dobson said there are guidelines, but not specific requirements.*

*Member Cochrane thanked Mr. Dobson for his report. She said she really likes the website and is wondering how it will be updated. Mr. Dobson said staff will be able to maintain it now that it is created and running. Member Cochrane also asked about an on-going HVAC problem at Sutter Middle School. Mr. Dobson said he does not have information on this, but he will e-mail her.*

*Member Ryan shared that during roof restructuring at Leonardo da Vinci there were several concerns articulated by community members about construction occurring before agreed upon hours. She thanked the Facilities Department for being immediately responsive. She then acknowledged the Fruitridge Community Collaborative and opening of the space as a community hub.*

*Vice President Pritchett asked what would be the best way for schools to submit requests for things they need in order to spruce up their sites before school starts. Mr. Dobson said they should send a work order; this places the job in the system. They can then also contact Cathy Allen. Vice President Pritchett then told Member Rodriguez that she was not aware she had asked to be on the committee for the real estate advisory, but that she was a part of the committee and would be happy to meet with her and go over everything.*

*Member Rodriguez thanked Vice President Pritchett but noted that, as this is an item on which the Board will vote, she believes to do this would be a violation of the Brown Act.*

*9.3 Superintendent Report and Comments for the New School Year, 2015-2016  
(José L. Banda)*

**Information**

*Before beginning the report, Superintendent Banda acknowledged Dr. Sue Lee for*

*her expertise and experience in working with our charter schools. As she is leaving the District to move out of State, the Superintendent thanked her for doing a wonderful job over the past year.*

*Superintendent Banda spoke of some jobs that were done to get schools ready for the first day of school. He thanked the Facilities staff for planning these projects and making sure they got finished in a timely fashion. He noted that school starts two weeks from today and that principals, assistant principals, and office staff have already returned to prepare for the first day. Last week five days of professional development was provided to site leadership teams at the Serna Center. In alignment with our whole-child approach to education, much of our professional learning was focused on equity and Common Core-aligned curriculum and instruction. Several days of boot-camp type training for administrators was also held. Central office staff updated site leaders on ongoing work in Family and Community Engagement, Communications, Health Services, Youth Development, Special Education, Facilities, Nutrition Services, Transportation, Maintenance, Budget Development, and Student Support Services. To celebrate the first day of school, Family and Community Engagement is ramping up our annual Sacramento Goes Back to School campaign. A red carpet celebration will be held at Hollywood Park Elementary School before school starts on September 3<sup>rd</sup>. All schools have something planned, and District leadership, including Area Assistant Superintendents and Cabinet members, will be visiting every school in the first week to help with the transition back to school. The Superintendent invited Board members to join District staff at the schools. If you come to Hollywood Park, you can have your picture taken by our “paparazzi” and tweet your photo with hashtag SacGoesBack. Looking ahead to the 2015-16 school year, we will continue to push toward our goal of providing seamless, every day instruction that is aligned with the Common Core Standards. We need to make sure every student in every classroom is challenged to use higher-order thinking skills with every lesson. We are also expanding our work with Balanced Literacy, which is our workshop approach to reading and writing. This year we will also focus on English language development for our English language learners. Our Director of Multi-lingual Literacy will be working with stakeholders to develop a new English learner master plan to guide our work. The goal is to shift language development away from the old model where it was a separate, isolated portion of the day to a model where it is incorporated into all content areas. Another focus point for us is our work with equity. Funding for that work was allocated through our Local Control and Accountability Plan. Our community supports this work and understands that through equal access and opportunity we will move the needle for all of our students. This year we will also launch our strategic planning process. We will be making a comprehensive report to the Board about Strategic Plan development next month. The Strategic Plan will be aligned with our LCAP process and be more all-encompassing. Finally, this year we will be taking a look at operational policies and procedures. We need to standardize our practices so that we function more like a “school district” instead of a “district of schools”. We will be focusing on customer service, responsiveness to our community, consistency of practice, and building systemic excellence. Our employees and families deserve the highest level of service. In closing, Superintendent Banda said he thinks we are all ready to get a new school year underway, and that, even after three decades in public education, the first day of school remains an exciting day for him.*

*Public Comment:*

*LaShanya Breazell, with the Black Parallel School Board, has concerns with the disproportionate number of black students, 55 percent, that are suspended for willful defiance. She would like to see a focus on after school early prevention for students of African descent. She also said that the Freedom Schools, at three sites last year, Leataata Floyd Elementary, Edward Kemble Elementary, and Phoenix Park, were a big success. She suggested using some Local Control Funding for this program.*

*Board Member Comments:*

*Member Rodriguez said that last year we had a presentation from those participating in the Freedom Schools and asked if that would be arranged again this year. Ms. Breazell said that they will make that happen.*

*Member Ryan said that she visited two of the Freedom School sites and was incredibly impressed by how impactful it was for students in our community. One of the things most impressive to her was the culturally relevant literature being used to promote early literacy and a life-long love of reading. She requested a list of the reading materials and is working on a master plan within her community in Oak Park to create a little free library.*

*9.4 Update of 2015 Board Committees and Committee Assignments, and Addition of New Committees (Darrel Woo) **Conference***

*President Woo went over the committees already established, the Budget Review Committee, the Governance Committee, the Policy Committee, the Facilities Committee, Executive Committee, and Superintendent Evaluation Committee. He said we have recommendations for additional committees, and although he is not in a position to select committee members for those committees, he would like to discuss them. The three recommended committees are Board Technology Committee, Academic Achievement Committee, and Communications Committee. As two of these recommendations came from Member Cochrane, President Woo asked her to share her thoughts on each of those. Member Cochrane first discussed the Technology Committee, asking to withdraw it as a proposed committee until she has a chance to work with Chief Information Officer Elliot Lopez to get some questions answered. Regarding the Communications Committee, she said it would provide a wonderful opportunity for Board members to act in a bully-pulpit manner to give strength to our existing public relations and communications efforts from the District. There are many Board members who would like to participate in such efforts by giving guidance, but not do the job of our District employees. They would work on things like marketing and bringing forward District programs so that the public is fully aware of the many great things we do. This will help increase average daily attendance and the population in our District. Staff is currently strapped and working at a bare minimum; we need to communicate these issues, and the Communications Committee would be designed to help that process.*

*Public Comment:*

*None*

*Board Member Comments:*

*Member Ryan said she strongly supports establishing a Communications Committee and, she is very*



*interested in serving on that committee.*

*Member Cochrane said we need to communicate all of the good that we do in the District and bring students back to give them a quality education. She wants to make this the best District that we can, keep doing what we are doing, and let people know who we are and what we do.*

*Member Rodriguez appreciates the proposal to have a Communications Committee and that the vision around it is to attract families to come back. However, just because we put the news out there that people should come back to our District does not mean that we have the programmatic excellence that we desire. Therefore she spoke of the Academic Achievement Committee and proposed a minor correction to this committee's purpose as follows: "Purpose: The primary goal of the committee is to address issues and recommend action to the School Board which will improve student achievement for all students at all levels with the primary goal of closing the achievement gap". The original sentence was as follows: ~~Many of the topics to be discussed throughout the year will also be geared toward the goal of closing the achievement gap.~~*

*Member Ryan told President Woo that she drafted this Academic Achievement Committee statement, and that she is comfortable in taking Member Rodriguez's suggested edits.*

*President Woo asked that a copy with corrections be forwarded to him.*

*Superintendent Banda said that he really likes the enthusiasm behind the committee recommendations and the work. There is no doubt that having the Board use committees as governance tools to support the work that is going on in the District is important. As we go through and start to build the objectives of what it is that we are trying to accomplish, he said that the planning portion is great, to help set direction, and the monitoring portion, which equals accountability, is also really key. However, he reminded the Board that it can go too far and can create stress on staff time. For example, he noted that the Communications Committee recommendation is to meet every week and report every month. He is not sure how that would work out; he asked if we can pull people together every week and is that the right type of format. He feels there is still some discussion around actual structure, how often, and goals that need to be done. But as far as having the Board gain new knowledge through the committee work and setting some direction and monitoring for us, he thinks it is a good idea. He feels the Board also has to trust himself, the Superintendent, and the Superintendent has to trust the team to be able to put together the structures for what we are going to do with this work moving forward. This is much like what is going to happen with the strategic plan in that everyone will get to weigh in, but at the end of the day we will take those recommendations and create the plan based on the in-put that best serves our District and our students.*

*Member Rodriguez said that there is none other that is more stretched in their schedule than the Board member. She said she believes that all Board members have, or used to have, full-time jobs. She thinks that if she reads the committee structure correctly for the Communications Committee, it is to initially meet weekly. It does not mean that the committee will consistently meet weekly. She also feels that when the Board puts forth a recommendation, it is good to hear about staff and time, but it is also good to hear from the Board and how they balance that out to come to some kind of middle ground. She would like to hear more from colleagues. This committee sounded interesting to her, but she does have to pick and choose what committees she wants to be on. She is interested in the Technology Committee, but she also does not want to dilute the intent of the Board member that created the committee structure.*

*President Woo noted that this is a Conference Item; he will be working with the Superintendent, after having taken all these comments, and will make recommendations moving forward and will appoint.*

*Because this is a Conference Item only, President Woo said he had not planned to do this today, but he did announce, as part of the packet when this is brought back, that up until August 14<sup>th</sup> Member Rodriguez was a member of the Superintendent's Evaluation Committee (which meets on an ad hoc basis and is Chaired by Vice President Pritchett). Member Cochrane is also a member of this committee, and President Woo will be appointing Member Ryan to replace Member Rodriguez as she has stepped down.*

*Member Hansen commented that he is excited that the Board is creating standing committees rather than ad hoc committees. He feels that the transparency level increases greatly with standing committees as well as our ability to chronicle the work that the Board is doing. He feels there is a lot more accountability to the community by having standing committees versus ad hoc committees.*

## **10.0 BUSINESS AND FINANCIAL INFORMATION/REPORTS**

**Receive Information**

### **10.1 Business and Financial Information:**

- *Purchase Order Board Report for the Period of May 15, 2015, through June 14, 2015*
- *Purchase Order Board Report for the Period of June 15, 2015, through July 14, 2015*

### **10.2 Head Start/Early Head Start Reports**

*President Woo received both Business and Financial purchase order reports and the Head Start/Early Head Start reports.*

## **11.0 FUTURE BOARD MEETING DATES / LOCATIONS**

- ✓ *September 3, 2015, 4:30 p.m. Closed Session, 6:30 p.m. Open Session, Serna Center, 5735 47<sup>th</sup> Avenue, Community Room, Regular Workshop Meeting*
- ✓ *September 17, 2015, 4:30 p.m. Closed Session; 6:30 p.m. Open Session; Serna Center, 5735 47<sup>th</sup> Avenue, Community Room; Regular Workshop Meeting*

## **12.0 ADJOURNMENT**

*President Woo announced that he will not be at the next Board meeting, therefore Vice President Pritchett will be chairing. He will be representing the District by visiting school districts and speaking with administrators in Jinan, China. President Woo asked for a motion to adjourn the meeting; a motion was made by student member Elizabeth Barry and seconded by Vice President Pritchett. The motion was passed unanimously, and the meeting was adjourned at 7:38 p.m.*

  
\_\_\_\_\_  
*José L. Banda, Superintendent and Board Secretary*

*NOTE: The Sacramento City Unified School District encourages those with disabilities to participate fully in the public meeting process. If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in the public meeting, please contact the Board of Education Office at (916) 643-9314 at least 48 hours before the scheduled Board of Education meeting so that we may make every reasonable effort to accommodate you. [Government Code § 54953.2; Americans with Disabilities Act of 1990, § 202 (42 U.S.C. §12132)] Any public records distributed to the Board of Education less than 72 hours in advance of the meeting and relating to an open session item are available for public inspection at 5735 47<sup>th</sup> Avenue at the Front Desk Counter and on the District's website at [www.scusd.edu](http://www.scusd.edu)*