

**Board of Directors' Meeting Minutes  
Tuesday, May 30, 2017  
Room 304 at 6:00 P.M.**

OPEN SESSION

1) **CALL TO ORDER** by Board President

*Meeting called to order at 6:03 PM.*

2) **ROLL CALL**

Meg Rydman (MR), Board President (2018)	X
Mark Swanitz (MS), Secretary (2019)	X
Heather Fletcher (HF), Treasurer (2018)	X
Melanie Sutton Hodgdon (MSH), Member at Large (2018)	—
Robert Feinberg (RF), Member at Large (2019)	X
Elizabeth Dowhower (BD), Member at Large (2017)	—
Roxanne Usher (RU), Middle School Teacher Rep. (2016)	X (arrived at 6:13 PM)
Linda Mayer (LM), Elementary Teacher Rep (2017)	X
Jim Brown (JB), Superintendent College School District	X
OTHER ATTENDEES:	
Mark Palmerston (MP), Executive Director	X

3) **APPROVAL OF AGENDA** for May 30, 2017

*Motion to approve the agenda: MS*

*Second: RF*

*Discussion: HF asked whether we would be discussing the board survey. MP said that he would explain the plan during his report.*

*Vote: Approved 6-0-0*

4) **PUBLIC COMMENT**

*There was no public comment.*

5) **CONSENT AGENDA**

- a. Approval of Minutes for Meeting April 25, 2017
- b. Approval of MOU with Explore Ecology for the 2017-2018 school year
- c. Approval of Minutes for Meeting April 25, 2017

*Motion to approve the consent agenda: MS*

*Second: RF*

*Discussion: None*

*Vote: Approved 6-0-0*

6) **STANDING REPORTS**

- a. Teachers' Report

**Primary Grades**

*Kindergarten: Kindergarteners have been finishing many projects, activities and end-of-year assignments including writing a multiple-sentence, single-topic writing assignment about their field trip to the park with their 8th grade buddies. They are demonstrating great progress on their reading and writing skills. In math they are continuing to practice additions and subtraction as well as reviewing flat and solid figures. They are also practicing their graduation responsibilities and performances.*

*1st Grade: First graders are using the skills and tools they learned throughout the year in English language arts to write animal reports. In math they are measuring items in the classroom with standard and non-standard units of measurements. They are also working on the graduation performance.*

*2nd Grade: Second graders have begun learning about arrays and repeated addition as a way to solve multiplication problems. They becoming very proficient readers and writers and are now reading chapter*

books and writing their own stories in Google Docs. They are getting ready for their graduation performance.

3rd Grade: Third graders are keeping busy with beach day, kids rodeo, graduation practice and graduation activities. Mrs. Mayer received a "Care for the Earth Grant from SBCEO for her "Pedal Power" project.

4th Grade: Fourth graders just finished reading the novel "By the Great Horn Spoon." The students participated in literature circles and making connections to their social studies unit on the Oregon Trail by creating games and writing journals. They were exposed to many different literary elements. In math they finished a unit on geometry. They also spent two weeks on CAASPP testing and enjoyed a successful bike ride with the 5th graders.

Music: No report.

Garden: No report.

Genius Hour: No report.

### **Middle School**

Language Arts: Fifth graders are finishing the year by reading "Number the Stars" and talking about the Nazi occupation during WWII. Students are making inferences and supporting them with evidence and looking at how setting, character, plot and mood are all connected. Sixth graders are studying the themes of family, racism and equality while reading "The Watson's Go to Birmingham." Students are engaging in great discussions about choices we make and the consequences of our actions. We are also taking a close look at vocabulary and using precise language. Seventh graders are doing a short story unit and looking closely at how authors develop themes in their writing. They are having whole class discussions about how these themes are relevant in our lives today. Finally, eighth graders just finished reading "The Old Man and the Sea" where students explored various literary elements including, theme, allegory, metaphor, motif, and methods of characterization. The last few classes of the school year will be focused on reflecting on their learning and experiences.

Social Studies: Fifth graders recently completed a research project and poster on presidents. They also learned about the causes of the Revolutionary War and the "shot heard 'round the world." Sixth graders completed a unit on Ancient China. They are finishing up their end-of-year projects summarizes what they learned in social studies this year. Seventh graders wrapped up a unit on the Scientific Revolution, Rationalism and the theories of John Locke. To end the year, they are working on end-of-the-year slide shows on social studies topics from the text to present to the class. Eighth graders finished studying up through the turn of the century and for the last month have been working on their Decades Projects.

Science: The fifth, sixth and eighth graders have been teaching their classes in a peer lesson final project activity. These classes were given the task of going through their topics from the year and signing up to teach on of these topics to their classmates. Each lesson has included some type of group activity, and some form of an assessment to close the activity. Seventh graders have also completed their curriculum for the year and have been working on their final projects designing and sharing a scientific board game with the class. The students were required to have some sort of scientific assessment as a foundation for their board game, and after that the rules were up to them.

Math: No report.

Physical Education: No report.

b. Foundation Report

*MP explained that the Foundation's only real purpose at this time is to put on the auction. Besides the Foundation, the auction has been coordinated by the PTSSO and by a committee of the board. The Foundation needs some additional work to be viable. MP will be making a recommendation about whether to invest the time and effort to maintain the Foundation or to disband it. This year's auction ended up being very successful, netting approximately \$36,000.*

c. Treasurer's Report

*HF noted that her treasurer's report is not included in the packet, because she does not have view-only access to see the account balance. She indicated that Fund 401 still has a balance in excess of \$50,000 and that she is not comfortable with the balance being so high because checks haven't been cashed. MP went over the other financials and projected that deficit spending this year will be less than anticipated—probably \$30,000-\$50,000 rather than \$121,000.*

d. Director's Report

*MP reported that the board survey results would be the main topic of discussion at the June board meeting, because we were unable to agree on a special meeting date. He further reported that Beach Day today was successful. MP invited the board to come play kickball against the 8th graders at 1:00 PM Thursday. Finally, MP presented the board with appreciation gifts.*

7) **INFORMATION/DISCUSSION**

a. Reading Intervention Programs—Year in Review

*MP shared the results of the reading intervention program put together by JoAnne Rosenberg. Kindergarteners were very successful in the program as enrichment; however, there were too few slots to serve needy first graders. She has plans to make the program more restrictive and to serve only the neediest students next year.*

b. Options for Kitchen Services 2017-2018

*MP presented three possible options for kitchen services for next year: (1) continue with Country Garden Catering with some modified contractual details; (2) contract with Solvang School to provide meals at a fixed price (approximately \$3.10 per meal) if we transport and serve the food and purchase milk; and (3) manage kitchen services internally using in-house resources. We would need to serve about 90 meals a day to make our lunch program truly viable. MP discussed that he has considered participating in the Federal School Lunch Program. He is looking into it further to see if it would make sense for us. MP is getting formal proposals for the first and second options and will hopefully have more information and a recommendation at the June meeting.*

8) **ACTION ITEMS**

a. Review and approval of contract with Houghton Mifflin Harcourt for CA Math Expressions K-5 pilot materials and training

*Motion to approve the contract with Houghton Mifflin Harcourt for CA Math Expressions K-5 pilot materials and training: MS*

*Second: LM*

*Discussion: HF asked for clarification about the various math curricula she has heard mentioned: Engage New York, CPM and Bridges, for example. MP pointed out that Engage New York was a pilot that was not adopted and was replaced by CPM in the middle school and that Bridges was a pilot that was not adopted in the primary grades. The Houghton Mifflin Harcourt pilot is proposed to replace Bridges. HF asked what is being used in the other elementary schools in the Valley. MP and JB agreed that math adoptions across the Valley are fragmented. HF wanted to know what the teachers didn't like about Bridges and how they evaluated the Houghton Mifflin Harcourt and made the choice to pilot this one. MP explained that they narrowed a longer list down to two through online research, then selected to do just the Houghton Mifflin Harcourt pilot after some in-person consultation.*

*Vote: Approved 7-0-0*

b. Review and approval of contract with Instructure for Canvas cloud subscription

*Motion to approve the contract with Instructure for Canvas cloud subscription: RU*

*Second: LM*

*Discussion: MP shared that his research has led him to conclude that we don't need to replace our student information system (SIS) but really needs to add a learning management system (LMS). He has researched and recommends Canvas, partly because it articulates with the high school, but also because it is the leading LMS right now and has the features the school and teachers are looking for. Teachers concur with the recommendation. Several board members asked clarifying questions about the differences between a SIS and LMS.*

*Vote: Approved 7-0-0*

c. Review and approval of LCAP 2017-2018 thru 2019-2020

*Motion to approve LCAP 2017-2018 thru 2019-2020: MS*

*Second: RF*

*Discussion: MP reviewed the structure of the LCAP and highlighted some key changes. He asked for questions. HF asked a question about material difference between budgeted and estimated actual expenditures shown on page 12 of the LCAP. MP explained that we had budgeted for things we did not expend and that those items were taken out at interim budget reports.*

*Vote: Approved 7-0-0*

d. Review and approval 2017-2018 budget

*Motion to approve the 2017-2018 budget: HF*

*Second: MS*

*Discussion: MP explained his proposed 2017-2018 budget. The budget makes conservative estimates and includes projected increases to the salary schedule but does not include increased revenue that is anticipated to be given to schools but to which the governor has not committed yet. MR asked about the revenue from field trip contributions going from \$20,000 to \$35,000. MP explained that he has a plan to consolidate fundraising efforts next year which he anticipates will bring in the additional \$15,000. HF asked for clarification of budget changes related to the MOU with College School District (CSD). MP went over the changes and their impact on the budget but more specifically about how CSD will be accounting for SYVCS funds next year.*

*Vote: Approved 5-0-2 (LM and RU abstained, because the budget includes details on salary and benefits)*

9) **BOARD ADVANCED AGENDA**

*The board discussed the Board Advanced Agenda. The advanced agenda shows upcoming meeting dates and agendas and gives board members the opportunity to add agenda items to future agendas. MP reiterated that the June meeting will largely devoted to reviewing the board survey.*

10) **PUBLIC COMMENT ON CLOSED SESSION ITEMS**

*There was no public comment on closed session items.*

**CLOSED SESSION**

*Closed session called to order at 7:20 PM.*

11) **NEGOTIATIONS WITH COLLEGE SCHOOL DISTRICT - MOU**

12) **PERSONNEL MATTERS PURSUANT TO GOV CODE 54957**

13) **CERTIFICATED TEACHER NEGOTIATIONS**

14) **PUBLIC EMPLOYMENT** Executive Director

*Closed session adjourned and open session resumed at 8:05 PM.*

**OPEN SESSION**

15) **REPORT** from Closed Session

*MP updated the board about MOU negotiations with College School District, about staffing for the 2017-18 school year, and about negotiations with the certificated staff. Following MP's departure, the board discussed the Executive Director's contract.*

16) **ADJOURNMENT** by Board President

*Meeting adjourned at 8:06 PM.*