

**Board of Directors' Meeting Minutes**  
**Regular Meeting**  
**Tuesday, November 29, 2016**  
**Room 304 at 6:00 P.M.**

OPEN SESSION

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

*Meeting called to order at 6:04 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)	X
Robert Feinberg (RF), Member at Large (2019)	X
Elizabeth Dowhower (BD), Member at Large (2017)	X
Roxanne Usher (RU), Middle School Teacher Rep. (2016)	X
Linda Mayer (LM), Elementary Teacher Rep (2017)	X
Jim Brown (JB), Superintendent College School District	—
OTHER ATTENDEES:	
Mark Palmerston (MP), Executive Director	X

- 3) **APPROVAL OF AGENDA** for October 25, 2016

*Motion to approve the agenda: MS*

*Second: BD*

*Discussion: None*

*Vote: Approved 8-0-0*

- 4) **PUBLIC COMMENT**

*MP distributed a letter from SYVCS first grade teacher, Eugenia Pappas, about the school lunch program. Her letter expresses that her dissatisfaction with the school lunch program in the 2015-16 school year has changed dramatically in the 2016-17 school year. She asserts that the hot lunch program now serves healthy, attractively presented, restaurant-quality food in appropriate-sized portions.*

- 5) **CONSENT AGENDA**

- a. Approval of Minutes for Meeting October 25, 2016

*Motion to approve the consent agenda: BD*

*Second: MSH*

*Discussion: None*

*Vote: Approved 8-0-0*

- 6) **STANDING REPORTS**

- a. Teachers' Report

**Primary Grades**

*Kindergarten: Kindergarteners just completed their student-led conferences and were excited to share what they have learned with their parents. As students are learning more letter sounds, they are beginning to sound out words on their own and are able to read simple books. Kinders have been enjoying working with their second grade buddies on Calendar Counts and on making special hats with their eighth grade buddies for their performance of "Jingle Bells" at the Holiday Concert.*

*1st Grade: 1st graders did a great job with their student-led conferences. They are now preparing for the Winter Show. They will be visiting Atterdag Village to practice their songs and spread the season's cheer to local senior citizens. They are also starting to explore "10 more" and "10 less" using 100s charts in anticipation of the 100th day of school.*

*2nd Grade: 2nd graders have been preparing for their student-led conferences and were excited to share their learning with their families. In math, they have mastered place value through the 100s place. In*

language arts, students have been doing a log of fall-themed creative writing. In social studies, they have completed a unit on landforms and bodies of water, including creating their own community maps showcasing their knowledge. 2nd graders have also been studying measurements and measuring items around the classroom in inches and centimeters. They have also started a typing club on the Chromebooks.

3rd Grade: 3rd graders are practicing their lines and acting for their Holiday Show play, "The Amazing Christmas Extravaganza." In school, they have begun their unit on the Chumash and are learning about their culture and making dream catchers and Chumash rattles. In math, students have been creating multiplication arrays and working on memorizing multiplication facts. Soon they will be learning how multiplication and division are related. They have also recently explored fractions on a number line and have been creating equivalent fractions using fraction strips. 3rd graders are also learning about measurement, estimating and rounding. In language arts, the students just finished writing a "Petzilla" story about their pets becoming monsters and wreaking havoc on a home or town. In reading, 3rd graders read a story called "Raising Dragons." Now students will use Google Docs to write instructions on how to take care of their own dragon while on vacation. Finally, they are using Quizlet to study vocabulary words.

4th Grade: There was no report from 4th grade.

### **Middle School**

Language Arts: The 5th grade is finishing a novel and will begin writing a detailed book report exploring setting, characterization and plot. The 6th grade recently completed a culture and heritage essay and mad connections in their own lives with those in the novel Breaking Through. The 7th grade finished the novel Crispin, and students are now writing another chapter to continue the novel. And 8th grade just finished reading The Adventures of Ulysses and are creating a brochure advertising their own Adventures of Ulysses theme park.

Social Studies: 5th grade finished their state reports and will be sharing their floats and posters with visiting classes. Their present unit is about explorers. They will be creating a Google Slides presentation about an explorer. The next big project will be the country report. 6th grade just finished a unit about the agricultural revolution when man transitioned from living a hunter gatherer lifestyle to living in settled villages and cities. Next they will begin studying Mesopotamia, the cradle of civilization. Following that, they will study Egypt and complete a research project. 7th grade just finished a unit about the beginnings of Islam, which, naturally led to discussions about stereotypes and misconceptions. Mrs. Trujillo reports that the class now has a much clearer understanding of the religion and its people and that many of the pre-existing stereotypes have been removed. Meanwhile, 8th grade is finishing a unit on the American Revolution and will begin a short but fun unit on pirates during which they will create pirate maps, codes of conduct, and research a real pirate before the winter break. When students return to break, they will begin studying the Jefferson era and Louis and Clark.

Science: There was no report from middle school science.

Math: 5th graders are studying coordinate planes. 6th graders recently completed a unit on area and perimeter and are now moving on to integers. 7th graders are learning more about integers and their properties. 8th graders are now working with equations and are using manipulatives to solve for variables

Physical Education: There was no report from middle school P.E.

### b. **PTSO Report**

At their November 7, 2016 meeting, the PTSO shared that jogathon revenues were \$15,346 with approximately \$1,600 in expenses. They also agreed to make a push for Amazon Smile sign-ups. Other current and planned fundraisers include eScrip, the annual auction, and a restaurant fundraiser. They are considering installing a large fundraising infographic (such as a thermometer) at the front to the school to show progress towards the annual fundraising goal and offering a tangible outcome for surpassing that goal. The PTSO also expressed the desire to sponsor a day or week of caring to help clean up and improve the campus. They also discussed the need to plan three or four community events this year such as a movie night, a spaghetti/taco night, and a carnival/field day at the end of the year. Action items included approving the transfer of \$5,000 to the scholarship fund to help pay for middle school field trips and approving \$150 worth of science consumables for K-4 classrooms. Items they discussed but did not take action on or requested additional information about included splitting a \$732.89 bill to replace worn and torn basketball pads, purchasing sports equipment for recess, and a request for classroom items.

c. Treasurer's Report

*HF delivered the treasurer's report. The ending balance of 401 account is \$29,559.34. HF suggested that we begin discussing what to do with some of the balances in this account. For example, with the shift to the annual appeal to fund certain activities, now that field trips will not be paid from the field trip sub-account, what should be done with the \$7,416.21 balance in that category? MP stated that there would be some changes to the funds included in the account as we make this transition. LM asked how teachers should be advising parents about the annual appeal. MP explained how the annual appeal is evolving to be a sliding scale, increasing the amount of the ask from primary through middle grades based on his informal research with parents about the messaging of the appeal. The board discussed how to communicate progress towards stated goals, how to thank donors, and how to ask families to seek matching donations from other family members and employers. MR expressed that she found the PayPal site to be confusing to navigate. MP suggested that he make a short instructional video.*

*With regard to the County report, MP mentioned that we have \$467,353.06 in the account presently but that our revenue this month was notably low for a particular reason that will be explained later in the meeting.*

d. Director's Report

*MP updated the board on several community events including the Veteran's Day flag salute honoring parents and grandparents who are veterans, the grandparents chicken pot pie lunch, a Dragon Family lunch which included field day activities, and the annual Thanksgiving Day feast. He announced that the Annual Appeal was launched on Friday, November 18 with a ParentSquare post and individual letters sent home with students. He asked the board to check their calendars for availability to meet with the staff on January 6 from 2:00-3:00 PM. Next, MP reported on the activities of the Food Committee. He recently met with students representing those who never ate lunch, sometimes ate lunch, and always ate lunch from the kitchen recruited by the student council. The focus group provided some insights about what kids like and dislike about the lunch program. One parent provided input via email about not liking the current menu because of its reliance on simple carbohydrates and foods with unnecessary sugar, fat and artificial coloring. This parent would like to see more whole foods and grains served. The students suggested a box for compliments and suggestions for the kitchen. MP announced an outreach by the SYV Education Foundation inviting PTSO and SYVCS board members to a joint meeting December 7 at the Red Barn in an effort to recruit new leadership. Finally, MP informed the board that he would off campus Thursday and Friday, December 8-9 attending the Charter Schools Development Center (CSDC) Leadership conference in San Diego where he will be presenting about the Dragon Genius Hour intervention program. MP also shared that he and Mercedes have discussed discrepancies in how GPAs are calculated in determining the valedictorian—specifically, how +'s and -'s are factored into GPA calculations for all grades except for the "+" in A+ grades which is not. MP asked for board direction about whether or not the question should be decided by the board or by site administration. After several differing opinions among board members about the topic were expressed, MS suggested that there appeared to be enough board interest to warrant MP preparing a proposal and bringing it to the board for discussion and approval.*

7) **INFORMATION/DISCUSSION**

a. Discussion of Business Services

*MP gave an overview of his discussions with the College School District. He continues to recommend that we not sever ties with Santa Barbara County Education Office accounting but continue to pursue changes to our MOU which brings more of our accounting which is currently sourced to College in-house.*

b. Genius Hour Presentation

*MP presented some of the highlights of his upcoming Genius Hour presentation at the CSDC Leadership conference. Technical difficulties prevented him from sharing a draft version of the PowerPoint he will use during his presentation.*

c. Proposed Timelines for Certificated Staff Negotiations 2016-2017

*MP has had discussions with the teachers about the timeline for certificated negotiations. The teachers have asked that the timeline be moved up and started earlier. MP shared a tentative timeline beginning in November and continuing through May. MP asked for board members who were interested in participating. He stated that the board president (MR) and treasurer (HF) are typically on the negotiation team. MSH also agreed to serve. MP tentatively scheduled a meeting for December 7 for an initial meeting with the teachers.*

8) **ACTION ITEMS**

a. Review and Approval of 2016-2017 1st Interim Budget

*MP and HF presented the 1st interim budget which included a decrease of total budgeted revenues by \$93,170.59 to \$1,674,607; and an increase of total expenditures of \$36,234.56 to \$1,891,943.97 due to adjustments to salary and benefits based on actual/projected staffing for the current year, GASB 68 expenditures, an increase in special education shared costs, the math curriculum and textbook pilot and adoption, and the addition of school counselors through a partnership with People Helping People. The net effect is a projected ending fund balance of \$20,263.37 less than the 2016-2017 budgeted \$867,961.61. There is an anticipated deficit showing in Object Code 7000 of \$117,000. HF asked MP to clarify how much of that deficit was one-time and how much was anticipated to be ongoing. Her concern was that there were cafeteria losses included in that figure which she anticipates will be ongoing. MP agreed to bring back additional information about what is included. MP also shared that he has budgeted conservatively and that he has not increased estimated revenue despite the fact that he anticipates higher than projected LCFF revenues and that he anticipates a rebate from the Santa Ynez Valley Education Consortium. He further stated that should there be an actual deficit on the books at the end of the fiscal year, our reserves are adequate to absorb it.*

*Motion to approve the 2016-17 1st Interim Budget: MS*

*Second: RF*

*Discussion: None*

*Vote: Approved 8-0-0*

b. Discuss and Vote on Members of the Personnel Committee

*The board discussed the timeline for MP's evaluation and the need to impanel a standing personnel committee pursuant to board bylaws. MR asked for volunteers from among the board to join her in serving on the committee. HF and BD volunteered.*

*Motion to seat MR, HF and BD as members of the Personnel Committee: MSH*

*Second: RF*

*Discussion: None*

*Vote: Approved 8-0-0*

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.*

CLOSED SESSION

10) MOU—Discuss Negotiations with College School District

*Closed session called to order at 7:14 PM.*

*Closed session adjourned at 7:36 PM.*

OPEN SESSION

11) Report out from Closed Session

*MP shared details about his meeting with JB in which they sunshined issues to be discussed in our upcoming MOU negotiations.*

12) **ADJOURNMENT** by Board President

*Meeting adjourned at 7:37 PM.*