

**FAIRFIELD-SUISUN UNIFIED SCHOOL DISTRICT
FAIRFIELD, CALIFORNIA
GOVERNING BOARD REGULAR MEETING
November 14, 2013**

CALL TO ORDER IN OPEN SESSION

A regular meeting of the Governing Board of the Fairfield-Suisun Unified School District was held in Conference Room #108 at the District Administrative Center, 2490 Hilborn Road, Fairfield, California, on November 14, 2013.

The Governing Board convened in Open Session at 5:02 p.m.

APPROVAL OF THE AGENDA

Board President Polk noted one revision to an item on the agenda:

- Item no. VI-A-1, review and Potential Approval of the 2013-2014 single Plans for Student Achievement for Elementary, Middle, and high Schools, for Cle Gordon, B. Gale Wilson, HG Richardson Educational Center, and Matt Garcia Learning Center
- Item no. VIII-D-2, Report: Update on Interagency Youth Services at Sullivan: Strategic Thinking Roadmap, Mission, and Vision, a new PowerPoint was provided

** Motion was made by Mr. Isom seconded by Mrs. Honeychurch, and carried unanimously to approve adoption of the agenda as modified.

PUBLIC COMMENT ON CLOSED SESSION AGENDA

There were no public comments.

RECONVENE IN CLOSED SESSION

The Governing Board reconvened into Closed Session at 5:04 p.m. to discuss:

- Conference with Legal Counsel- Pending Litigation:
 - One Claim: Public Employment Relations Board Case Number SF-CE-3028-E
- Student Discipline
 - Student Expulsion Case nos. 005-1314 through 08-1314
- Conference with labor negotiators regarding the District and the Fairfield-Suisun Teacher Association (F-SUTA); California School Employees Association (CSEA) Chapter #302, Office Technical and Business Services Unit.; California School Employees Association (CSEA) Chapter #302, Support/Operations Unit; Mutual Organization of Supervisors (MOS); Ancillary Professions Association (APA); and the Fairfield-Suisun Management Association (FSMA)

CLOSED SESSION ADJOURNMENT

The Governing Board adjourned Closed Session at 5:55 p.m.

CALL TO ORDER

Mr. Polk called the meeting to order at 6:01 p.m.

REPORT OF ACTION TAKEN IN CLOSED SESSION

Superintendent Kris Corey reported that during Closed Session the Board or no action was taken.

ROLL CALL

Members in attendance: Dave Gaut, Judi Honeychurch, David C. Isom, Kristin Hsu, Kathy Marianno, Perry W. Polk, Pat Shamansky, John Silva, and Kris Corey, Superintendent.

ROLL CALL (continued)

Member Absent: None

**PLEDGE OF ALLEGIANCE TO THE
FLAG OF THE UNITED STATES OF
AMERICA**

Mr. Polk called upon the Students of the Month to lead those in attendance in the Pledge of Allegiance to the Flag of the United States of America.

RECOGNITIONS

Judi Honeychurch presented medallions and certificates of recognition to the following students for being selected as District Students of the Month for November 2013:

- Cyril Osifo-Doe, K.I.Jones Elementary School
- Nikolas Angeles, Crescent Elementary School
- Jade Vanta, Laurel Creek Elementary School
- Ananya Yogi, Nelda Mundy Elementary School

PRESENTATIONS

Student Representative Reports were made for Armijo High School, Fairfield High School, and Rodriguez High School. Reports regarding activities at various school sites were presented by Rassim Chettfour, Armijo High School, Kelsie Savko, Fairfield High School, and Raiza Balancio, Rodriguez High School.

**SOLANO COUNTY OFFICE OF
EDUCATION REPORT REGARDING
STATE OF SCHOOLS IN DECILES 1-3
(WILLIAMS SETTLEMENT) FOR
2013-2014**

Lisette Estrella Henderson, Assistant Superintendent for Solano County Office of Education (SCOE) provided a report on SCOE staff visits to District schools based on a recent Academic performance Index (API). The schools are Anna Kyle, Cleo Gordon, E. Ruth Sheldon, Fairfield High, Fairview, and Suisun Elementary.

The SCOE report was read into the minutes, as required by statute, and is attached to the minutes.

SUPERINTENDENT'S REPORT

In her report Superintendent Corey reported that:

- Special Education Local Planning Area (SELPA) conducted an LEA indicator report. For first time in 5 years the District was found not to be disproportionate in either identification by ethnic groups or disproportionate in terms of disciplinary removal.
- Last week the Association of California School Administrators (ACSA) had its annual conference. Presenting at the conference for FSUSD were Marylou Wilson, Rob Martinez, Kay Hartley, and Roxane Liu.
- The District had the opportunity to host the Peace Officers and Standards Training (POST) Special Seminar at the Public Safety Academy (PSA). Principal Kathy Frazier helped to coordinate this event. There were over 80 participants who traveled from Redding and as far as San Diego. The participants were invited to see how the program is modeled and how it works. They spent the day finding out about the program. Feedback was very positive. What stood out was the cooperation between the City of Fairfield and FSUSD.
- Members of the California School Boards Association (CSBA) visited Grange and saw great things happening at the school, as well as student learning.

**APPROVAL OF CONSENT
CALENDAR**

** Motion was made by Mr. Isom and seconded by Mr. Gaut, and carried unanimously, with Student Board Member Hsu agreeing, to approve the following Consent Calendar items:

**APPROVAL OF CONSENT
CALENDAR (continued)**

- V-A-1 student expulsion case no. 005-1314
- V-A-2 student expulsion case no. 006-1314
- V-A-3 student expulsion case no. 007-1314
- V-A-4 student expulsion case no. 008-1314
- V-A-5 California High School Exit Exam (CAHSEE) waivers for special education/504 students
- V-B-1 acceptance of donations to the District
- V-B-2 ratification of district contracts for the month of October 2013
- V-B-3 declaration of district obsolete and surplus equipment and authorization to sell at public auction
- V-C-1 personnel action report 1314-8a (certificated hires, leaves, retirements, and resignations)
- V-C-2 personnel action report 1314-8b (classified hires, leaves, retirements, and resignations)
- V-C-3 certification of high school winter sports coaches for the 2013-2014 school year
- V-C-4 extended day positions for fall of the 2013-2014 school year
- V-C-5 revised job description for bilingual school psychologist-intervention specialist
- V-D-1 minutes of the Governing Board special meeting held on October 15, 2013 and regular meeting held on October 24, 2013
- V-D-2 approval of resolution no. 05-1314, Resolution to Excuse Board Member Gaut's attendance at the October 15, 2013 Governing Board Meeting

**REVIEW AND POTENTIAL APPROVAL
OF THE 2013-2014 SINGLE PLANS
FOR STUDENT ACHIEVEMENT FOR
ELEMENTARY, MIDDLE, AND HIGH
SCHOOLS**

Roxane Liu, Director of Instructional Support presented this item. The Single Plan for Student Achievement (SPSA) serves as a blueprint for each school's focus on raising student achievement and meeting both state and federal student achievement and other school survey data. The conclusions drawn from this process become the basis for the action steps outlined in each school's SPSA to address the needs of all students. She stated that Crescent would be pulled from the site plans to review the budget and will be brought back at the December 12, 2013 Board meeting.

Ms. Liu answered questions from the Board.

- ** Motion was made by Mr. Gaut and seconded by Ms. Shamansky, and carried unanimously, with Student Board Member Hsu agreeing, to approve the 2013-14 Single Plans for Student Achievement for elementary, middle, and high schools.

**PUBLIC HEARING REGARDING
APPROVAL OF RESOLUTION NO. 09-
1314, ACCOUNTING OF DEVELOPERS
FEES FOR THE 2012-2013 FISCAL
YEAR**

Kim VanGundy, Director of Facilities, presented this item. Resolution Number 09-1314, Accounting of Developer Fees for the 2012-2013 Fiscal Year, is being presented to the Governing Board for adoption on November 14, 2013. Notice of the time and place of this meeting was published in advance in accordance with Government Code Section 65995. This notice was placed in the local paper on October 19, 2013.

The document has been available for review at the District office from October 18, 2013 to the time of the public hearing.

Hearing opened at 6:54 p.m.

PUBLIC COMMENT

There were no public speakers

**PUBLIC HEARING REGARDING
APPROVAL OF RESOLUTION NO. 09-
1314, ACCOUNTING OF DEVELOPERS
FEES FOR THE 2012-2013 FISCAL
YEAR (continued)**

Hearing closed at 6:54 p.m.

**APPROVAL OF RESOLUTION NO. 09-
1314, ACCOUNTING OF DEVELOPERS
FEES FOR THE 2012-2013 FISCAL
YEAR**

Kim VanGundy, Director, presented this item. Government Code Sections 66001(d) and 66006(b) require the District to make an annual accounting of the Developer Fee Funds and to make additional findings every five years if there are any funds remaining at the end of the prior fiscal year. Additionally, these Government Code sections require that the annual accounting be made available to the public no later than December 27, 2013.

- ** Motion was made by Mr. Isom and seconded by Mr. Gaut, and carried unanimously, with Student Board Member Hsu agreeing, to approve resolution no. 09-1314, Accounting of Developer Fees for the 2012-2013 fiscal year.

**REVIEW AND POTENTIAL APPROVAL
OF BOARD POLICY 5141.21,
ADMINISTERING MEDICATION AND
MONITORING HEALTH CONDITIONS**

Andrew Ownby, Executive Director of Student Services, presented this item. As a result of work completed by the Board Governance Subcommittee, revised Board Policy 5141.21 was presented for review and possible action. Mr. Ownby provided an overview of the revised policy, which included the following information:

Insulin Administration in Schools – Historical

- 2005 San Ramon student case
- 2007 CDE issued Advisory including authorizing trained, unlicensed employees to administer insulin
- American Nurses Association filed suit
- Court of Appeals heard the case and ruled against the CDE
- 2013 California Supreme Court ruled reversing the Appeals Court

What does it all mean?

- Non-licensed personnel MAY administer insulin under specific conditions:
 - Dr. orders specify trained, unlicensed personnel may administer insulin
 - Written Parental Consent to the unlicensed personnel administering the insulin
 - Training by the district

Current Policy

- Permits Emergency Medication Administration of epinephrine auto injectors (e.g., Epi-pens), emergency anti-seizure medication (e.g., Diastat) and glucagon
 - Conditions:
 - Physician's orders
 - Parental consent
 - Training of employee volunteers
- Overtly prohibits administration of insulin by unlicensed personnel

**REVIEW AND POTENTIAL APPROVAL
OF BOARD POLICY 5141.21,
ADMINISTERING MEDICATION AND
MONITORING HEALTH CONDITIONS
(continued)**

Options

- Bring back revised policy with language to permit trained unlicensed personnel to administer insulin.
- Increase the number of staff with licensure to administer medication to handle the influx of students requiring administration of insulin.

Points to consider

- In October 2013, one nurse (covering a nursing absence) logged between 500 and 600 miles in-district.
- Nurses have many mandates:

Screenings, health assessments, case management, assessment for IEP and Section 504 plans, lice and scabies, pertussis, serious food allergies, etc.

Points to consider

- Complexity of training volunteers
 - Administration of insulin is not simple sliding scale anymore.
 - Can we rely on volunteers to always be there?
 - What is the likelihood of error?
 - Training standards would need to be established
 - The difference between .5 units and 5 units can be deadly.

Health Policy Briefs (Release date 2014)

- Lucile Packard Foundation for Children's Health
- Baker, D. et al. (2013) School Health Services for Children with Special Health Care Needs in California. Unpublished manuscript.
 - CSU, Sacramento Professor of School Nursing
 - CSHCN more likely to repeat a grade and miss school
 - Over 40% of CSHCN feel a limited connection to school
 - Students with some specific health conditions (e.g., diabetes) are less likely to graduate from high school ...

• "...capacity of schools to provide health services is so low in some areas that students' safety might be at risk."
(As reported in a Lodi local newspaper)

Nursing in the School Setting

- National Association of School Nurses (2010)
 - 16% of students in school have chronic physical, emotional or health problems
 - Factors Health related special education and Section 504 Plan services
 - Increases in need:
 - 60% increase student with chronic or acute health impairments (in 6 years from 2002-08)
 - 100% increase in autism (in 7 years from 2002-09)
 - 40% increase in asthma (in 10 years 1996-06)

**REVIEW AND POTENTIAL APPROVAL
OF BOARD POLICY 5141.21,
ADMINISTERING MEDICATION AND
MONITORING HEALTH CONDITIONS
(continued)**

- 50% increase in diabetes (in 10 years 1999-09)

REQUEST TO SPEAK

Joan Gaut, mother of diabetic, does not want anyone who is not trained administering insulin to any student.

Nancy Pearson, District employee, asked the Board to reject the policy for volunteers to administer insulin.

Nancy Dunn, teacher, FSUTAS's chair, member of Health and Safety Community, asked that no one volunteer to administer insulin; stating that this should be done by professionals only.

Renee Welsh, Registered Nurse and District employee, does not want the District to allow volunteers to administer insulin; stating that insulin is a lethal medication.

**REVIEW AND POTENTIAL APPROVAL
OF BOARD POLICY 5141.21,
ADMINISTERING MEDICATION AND
MONITORING HEALTH CONDITIONS
(continued)**

Mr. Ownby answered questions from the Board and stated that currently the District only uses licensed individuals to administer insulin. He added that if volunteers are allowed to administer the medication, they could be classified or certificated employees.

Ms. Shamansky stated that volunteers lack professional judgment in the area of health profession and don't have the professional experience of working with patients and students who need the insulin injections.

- ** Motion was made by Mrs. Honeychurch, seconded by Mr. Isom, and carried unanimously, with Student Board Member Hsu agreeing, to reject the approval of the revised Board Policy 5141.21, Administering Medication and Monitoring Health Conditions.

PUBLIC COMMUNICATION

Joan Gaut, Music for Our Children, thanked the Board for hiring two music teachers.

Martha Richie, would like to see music in the elementary schools.

George Guynn stated his discontent with some Board members commenting on their dissatisfaction with the reports from the local newspaper regarding District schools.

**REVIEW OF NEW/REVISED
SECONDARY COURSE PROPOSALS
FOR THE 2013-2014 SCHOOL YEAR**

As this is a routine item, no formal presentation was made.

**REVIEW PROPOSED ADOPTION OF
NEW INSTRUCTIONAL MATERIALS
FOR 2013-14 AS FOLLOWS:
EXPOSITORY READING AND WRITING
COURSE: STUDENT READER; LEFT
HAND OF DARKNESS; INTO THE WILD**

As this is a routine item, no formal presentation was made.

**MONTHLY REPORT ON
IMPLEMENTATION STATUS OF THE
DISTRICT LOCAL EDUCATIONAL
AGENCY (LEA) PLAN: FIRST
BENCHMARK ASSESSMENTS**

As this is a routine item, no formal presentation was made.

**MONTHLY REPORT ON
IMPLEMENTATION STATUS OF THE
DISTRICT LOCAL EDUCATIONAL
AGENCY (LEA) PLAN: CALIFORNIA
HIGH SCHOOL EXIT EXAM (CAHSEE)
PREPARATION PLAN**

Malcolm Butler, Assistant Superintendent of Educational Services, introduced this item and introduced Eric Tretten, Principal of Armijo High School, Tim Halloran, Principal of Fairfield High School, Marie Williams, Principal of Rodriguez High School, and Amy Gillespie Oss, Principal of Sem Yeto and Dover Bridge Schools. An overview was given of the California High School Exit Exam (CAHSEE), which included the following information:

- Importance of CAHSEE
 - Passage of AB 484
 - Measurement of basic skills
 - AYP
- Student identification
 - Cluster data from the CST's
 - Benchmark results
 - CAHSEE pre-test
- Supporting our students for success
 - Quality instruction
 - Targeted intervention
 - Test prep

Mr. Tretten and Mr. Halloran answered questions from the Board.

REPORT: BUDGET UPDATE

Kelly Morgan, Assistant Superintendent of Business Services, presented this item. Staff provided a brief update on the District's 2013-2014 Annual Budget. The presentation included the following information:

Where we are:

- 2007-08 and 2008-09 reductions began
- 2009-10 \$9.9M in reductions and use of flexibility provisions
- 2010-11 \$16.5M in reductions and use of flexibility revisions
- 2011-12 \$3.1M in reductions and use of flexibility provisions
- 2012-13 \$3.5M in reductions and use of flexibility provisions

Between 2007 and 2013, reductions were included in the following areas: Staff at the Central Office, school sites, and Maintenance Department; program staff reductions such as GATE program aides, home to school transportation; consulting services; custodial services; elementary music, p.e., and art specialists

Where we are:

- State Budget brings some relief
 - We are able to present a balanced budget with no reductions
 - Local Control Funding Formula brings an additional \$3.1M to the District
 - Common Core State Standards Implementation Grant brings \$4.28M for technology, staff

**REPORT: BUDGET UPDATE
(continued)**

- development and instructional materials
- o No layoffs due to budget cuts for the first time in six years
- o We've made well over \$33M in cuts over the last 5-6 years

- o Our employees haven't see a raise in compensation for 6 years (since 2007-08) while the cost of living has increased 17% and health insurance rates have increased by as much as 45%
- o Example- a full time groundskeeper with a family who had monthly gross pay of \$3,458 and take home pay of \$1,769 in 2007-08 will have take home pay of \$1,221 in \$2013-14

District Goals:

- Goal I- Implementation, Support, and Monitoring of the Common Core State Standards
- Goal II- Maintain a Safe Environment for Students and Staff
- Goal III- Maintain Fiscal Solvency, Liquidity, and Effective use of District Resources
- Goal IV- Maintain Positive District and Community Relations

The Board's Identified Priorities are:

- Employee compensation
- Support for elementary P.E. and Visual and Performing Arts (268K allocated)
- Maintenance and Custodial (\$344K allocated)
- Guidance and Counseling (\$213K allocated)
- Increase Reserves for Economic Uncertainties (\$550K allocated)

Where we want to be...

- Local Control- We have it
- We're using it
- We are defining what our needs are
- We have new resources
- They are limited
- AND...We have control
- We are balancing limited resources against intense need
- This is just the beginning of the story

Discussion:

- January 2014- set budget priorities for 2014-15
- Stakeholders are sharing interests
 - o Music community
 - o Employee groups
- Board has choices
 - o Put all resources toward one goal
 - o Address many priorities in a balanced way
- Gathering information
 - o Town Hall
 - o Community survey
 - o Other ideas

**REPORT: BUDGET UPDATE
(continued)**

Ms. Shamansky suggested a Town Hall meeting to find out what the community desires. If a survey is done, she suggested a short survey with minimal questions.

Ms. Marianno would like to hear from our educators on what their priorities are at their individual school sites.

Mr. Isom is interested in the surveys and how the community and educational communities input on how the District should spend the dollars it receives.

Superintendent Corey stated that our site administrators are the frontline to the school sites and District parents. With so much misinformation in the community, the Superintendent stated that the principals are the ones who can get the message out to the community regarding the District's budget. She believes that there is now a perception in the community that the District's budget is in good shape. She added that we need to manage the expectations for our groups in the community. The District has very limited funds.

Mr. Silva suggested that staff administer surveys as the most efficient way to get ideas from the community as opposed to Town Hall meetings.

Mrs. Honeychurch suggested sending out surveys to churches, grocery stores, etc., to distribute to those who do not have computers.

As this is a routine item, no formal presentation was made.

**REVISED JOB DESCRIPTION FOR
COLLEGE AND CAREER CENTER
TECHNICIAN**

**REPORT: CALENDAR COMMITTEE
UPDATE**

Dr. Rob Martinez, Director of Human Resources provided a brief update to the Governing Board regarding the development of the 2014-2015 school year calendar. He stated the committee is close to a draft calendar for the 2014-2015 school year. The committee anticipates bringing the draft calendar to the Board at the December 12, 2013 meeting as an Information Item. Wednesday, August 13, 2014, is the draft date to begin school for 2014-2015 school year. This date has not yet been affirmed.

As this is a routine item, no formal presentation was made.

**REPORT: LISTING OF NOMINATIONS
FOR BOARD OFFICE HOLDERS AND
BOARD SUBCOMMITTEE/AD
HOC/JOINT COMMITTEE
MEMBERSHIPS**

**REPORT: UPDATE ON INTERAGENCY
YOUTH SERVICES CENTER AT
SULLIVAN, MISSION AND VISION**

Superintendent Corey introduced Stacy Burke, who is the site Coordinator for the Interagency Youth Services Center and also the District's Community Relations Coordinator. Mrs. Burke provided an update which included the following vision and mission:

Data-driven strategic thinking

Mission/Vision Committee:
Andrew Ownby, Pupil Services Director
Angie Avlonitis, Student Services Coordinator

**REPORT: UPDATE ON INTERAGENCY
YOUTH SERVICES CENTER AT
SULLIVAN, MISSION AND VISION
(continued)**

Chad Tigert, FPD
Darrin Moody, FPD
David Isom, FSUSD Board Member
David White, Deputy City Manager
Heather Sanderson, PAL Director
Kevin Carella, FPD Sergeant
Kim Van Gundy, Facilities Director
Kris Corey, Superintendent Teresi, Truancy Coordinator/PAL
Board Member
Stacy Burke, Community Relations Coordinator
Walt Tibbett, FPD Chief

Sullivan Interagency Youth Services Center

- Whom do we serve?
- What do we know about them?
- How do we know what we know?
- What do we believe about them?
- What do we want for them?
- What will we do for them?

Vision/Mission

- What we know
- What we believe
- What we want
- What we will do

Our Vision...

The Sullivan Interagency Youth Services Center is recognized by youth as a safe place where they are valued and can access the support they need to pursue and achieve their dreams.

Our Mission...

We collaborate with community partners to provide youth with culturally competent services and opportunities which empower them to overcome barriers to success.

**BOARD SUBCOMMITTEE REPORT
AND MEMBER INFORMATION**

A written report was provided by Board members Honeychurch and Shamansky.

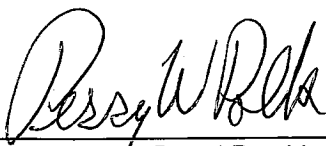
ADJOURNMENT

There being no further business, Mr. Polk adjourned the meeting at 8:41 p.m.

Approved:


Judi Honeychurch, Clerk

Attest:


Perry W. Polk, Board President

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