

**Visalia Unified School District  
Board of Education  
MINUTES**

**OPENING  
BUSINESS**

The December 12, 2006 Board Meeting was called to order at 5:30 p.m. by President Robert Stephenson in the Board Room at the VUSD Educational Office Complex, 5000 West Cypress Avenue, Visalia. A quorum of the board was present.

**ATTENDANCE**

	<u>Arrive</u>	<u>Leave</u>	<u>Absent</u>
Rodney Elder	5:30	8:45	
Juan R. Guerrero	5:30	8:45	
Larry Jones	5:30	8:45	
Michael Lane	5:30	8:45	
Donna Martin	5:30	8:45	
Jim L. Qualls	5:30	8:45	
Robert Stephenson	5:30	8:45	
 Stan A. Carrizosa, Superintendent	 5:30	 8:45	

**Staff Members**

Robert Gröeber, Assistant Superintendent, Administrative Services  
Carlyn Lambert, Assistant Superintendent, Curriculum/Educational Services  
Cindi Costa, Assistant Superintendent, Human Resources Development  
Pam Ryan, Executive Assistant, Superintendent's Office  
Jamie Nance, Student Representative

**CLOSED SESSION**

Mr. Stephenson then identified the closed session topics listed below and called for public comment on the closed session items. There was none. The board adjourned to closed session.

- 2.1 RECOMMENDED EXPULSIONS
- 2.2 SUSPENDED EXPULSIONS
- 2.3 RECOMMENDED REVIEWS-CONTINUED EXPULSIONS
- 2.4 PUBLIC EMPLOYEE ASSIGNMENT/REASSIGNMENT/APPOINTMENT
- 2.5 PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
- 2.6 SUPERINTENDENT'S MID-YEAR REVIEW
- 2.7 CONFERENCE WITH LABOR NEGOTIATOR
  - 1. Agency Negotiator: Cindi Costa
  - 2. Employee Organizations
    - 1. VUTA
    - 2. CSEA
    - 3. Management

**REGULAR SESSION**

The board convened the regular board meeting at 7:00 p.m. President Stephenson announced that no action was taken in closed session. Donna Martin led the Pledge of Allegiance.

**ELECTION OF**

**BOARD OFFICERS**

**PRESIDENT**

Motion No. 68

Superintendent Carrizosa explained that this is the Board's Annual Organizational Meeting in accordance with the Education Code. (Encl. No. 1) He reviewed the district's process and protocols for electing board officers and read Board Bylaw 9121 outlining the primary duties and responsibilities of the Board President.

Each board member was given the opportunity to discuss their interest in holding the office of Board President, in withdrawing their name as Board President, and suggesting board members to hold this office for 2007.

Mr. Michael Lane moved to nominate Mrs. Donna Martin to be the President for 2007. Mr. Jim Qualls seconded the motion. Ayes: All. Motion carried.

**CLERK**

Motion No. 69

Mr. Carrizosa read Board Bylaw 9123 to review the duties and responsibilities of Clerk of the Board. (Encl. No. 2) Mr. Lane expressed interest as serving as Clerk of the Board. Mr. Juan Guerrero was asked if he would be interested in serving as Clerk and he declined. Mr. Rodney Elder moved to elect Mr. Michael Lane as Clerk of the Board. Mr. Rob Stephenson seconded the motion. Ayes: Elder, Guerrero, Jones, Lane, Martin and Stephenson. Noes: Qualls. Motion carried.

**CONFIRMATION  
OF BOARD  
SECRETARY**

Motion No. 70

Mr. Carrizosa explained that in accordance with the Education Code, it is a requirement that the board take action to appoint the Superintendent as Secretary. (Encl. No. 3) Mr. Guerrero moved to appoint Superintendent Stan Carrizosa as Secretary of the Board. Mr. Qualls seconded the motion. Ayes: All. Motion carried.

**PUBLIC  
RECOGNITION/  
PROCLAMATIONS/  
ACTION**

**PRESENTATION OF  
THE U.S.  
ENVIRONMENTAL  
PROTECTION  
AGENCY'S (EPA)  
2006 INDOOR AIR  
QUALITY TOOLS  
FOR SCHOOLS  
MODEL OF  
SUSTAINED  
EXCELLENCE  
AWARD TO  
VISALIA UNIFIED  
SCHOOL DISTRICT  
ACCEPTANCE OF**

Shelly Rosenblum of the United States Environmental Protection Agency, Region 9, presented to the Visalia Unified Board of Education the U.S. Environmental Protection Agency's (EPA) 2006 Indoor Air Quality Tools for Schools Model of Sustained Excellence Award. (Encl. No. 4) VUSD was among four school districts selected nationwide to receive this award for continued exemplary efforts to improve indoor air quality providing healthy learning environments for students and staff.

Leeann Errotabere, Director of Purchasing, reported that on July 12, 2005 the board

**DONATED WORK  
FROM TRANE**

approved a project with Trane for infrastructure work at LJ Williams Theater. The project repaired chiller, boiler and HVAC systems to keep the building available for student and community activities. During the course of completing the project, Trane provided needed work outside the initial contract. Mrs. Errotabere publicly recognized Trane for receipt of \$10,000 worth of project work at no cost to the district. (Encl. No. 5)

**PUBLIC COMMENT/  
PUBLIC INTEREST  
ANNOUNCEMENTS/  
STATUS REPORTS/  
ACTION**

**GENERAL PUBLIC  
COMMENT**

There was no general public comment.

**NEW GUIDANCE  
PROGRAM PLAN-  
NING UPDATE**

Dr. Craig Wheaton, Area Administrator for 7-12, stated that the Middle and High School Supplemental Counseling Program was established in the 2006-07 State Budget to provide additional counseling services to pupils in grades 7-12. (Encl. No. 6) Dr. Wheaton presented an update on the planning that has been done in the district to apply for and implement the program. The legislation, AB 1802, provides between \$70-80 per 7-12 enrollment which could be approximately \$900,000 - \$950,000 for the district if funded. The legislation was designed to improve student/counselor ratio and to target services for at-risk students not progressing towards graduation. The committee will continue to meet in January and come back to the board with a plan that will become the 7-12 Grade Guidance Counseling Program.

**Public Comment**

Karl Kildow, President, Visalia Unified Teachers Association, stated that Sequoia High School has no counselor and asked if that would change with this program.

Dr. Wheaton explained that there are three priorities set in the planning stages. The first is to fill two counselor positions at each middle school to take care of transitional areas and the second priority is alternative education. The committee is looking at a counselor to be shared at Sequoia High School, Independent Study and Charter Alternatives Academy – Packwood. The third priority is to even out the student/counselor ratio at the comprehensive high schools.

Karl Kildow requested clarification about how the grant will work with El Diamante High School since it is operated under a different counseling model.

Dr. Wheaton has checked with the State Department regarding this. VUSD has two models: the high school counseling model (a counseling credential at three of the high schools) and a learning director model which provides counseling services, has an administrative credential and in some cases, a Pupil Personnel Services (PPS) Credential as well. The district can stay true to its models.

Karl Kildow asked how the district will meet the needs to fill these positions when colleges are cutting back on their counseling programs.

Superintendent Carrizosa explained that the district will comply with the law which states that the positions will be flown with the requirements of the PPS credential. Then it will be a matter of working with the different institutions and associations to either promote more people credentialed in those areas or look for transitional flexibility from the State if there is a shortage.

Karl Kildow asked if districts will be committed to this program whether the State decides to no longer fund after the program has started.

Dr. Wheaton stated that this program is supposed to be an ongoing program, but there is always the potential that “ongoing” could end at some point, similar to Class Size Reduction. As a categorical program, the continuation will depend on the funding.

**FOCUS ON  
STUDENT  
LEARNING**

**ANNUAL  
PRESENTATION OF  
DISTRICT AND  
SCHOOL SITE SAFE  
SCHOOL PLANS**

Motion No. 71

Lucinda Mejdell-Awbrey, Director of Student Services, presented the second half of the Comprehensive Safe School Plans. (Encl. No. 7) The comprehensive plan looks at not only the physical safety of students and staff but also the caring community and opportunities for youth development. She reviewed the template for each school’s crisis response plan. The model was originally designed by the fire department and law enforcement partners.

Mr. Qualls moved to approve the District and School Site Safe School Plans as presented. Mr. Guerrero seconded the motion. Ayes: All. Motion carried.

**SCHOOL SITE PLAN  
REVISIONS**

Motion No. 72

Jim Sullivan, Coordinator of State and Federal Projects, presented the second of a total of three school site plan revisions to the board. (Encl. No. 8) The Education Code provides for the establishment of School Site Councils and the development of School Site Plans. The School Site Council assists in the development and revision of the School Site Plan. Each year, the School Site Council reviews student performance data, both state and local, and makes necessary revisions in the School Site Plan.

Board Member Comments:

- Highlighted important career technical plan implementation by El Diamante High School
- Concern regarding budgeted item for benches and cement work. Requested re-evaluation of these items to find other funding sources and to spend the funds in the classroom, academics and/or music instead. Mr. Sullivan stated that he will work with the School Site Council on this request.

Mr. Elder moved to accept these School Site Plan Revisions as presented. Mr. Stephenson seconded the motion. Ayes: All. Motion carried.

Superintendent Carrizosa requested to move General Agenda Item No. 12.2 – Resolution – Green Tree for the Golden State Grant Encl. No. 36 for discussion and approval at this time because Brian Kempf, Director of the Urban Tree Foundation Cooperative Partnership Program is present.

**GENERAL AGENDA**  
(taken out of order)  
**RESOLUTION –**  
**GREEN TREE FOR**  
**THE GOLDEN**  
**STATE GRANT**  
Motion No. 73

Robert Gröeber, Assistant Superintendent of Administrative Services, presented the Resolution – Green Tree for the Golden State Grant. (Encl. No. 36) The district is proposing to obtain a funding grant from the California Department of Forestry and Fire Protection to plant 650 trees on school campuses through the Prop 12 grant process. Mr. Brian Kempf, Director of the Urban Tree Foundation Cooperative Partnership Program, facilitates the project with school sites and gave the board details of the grant. It is the goal of the proposed grant to plant trees on twelve campuses. All trees will be planted by students, teachers and site administrators.

Mr. Guerrero moved to approve the Resolution – Green Tree for the Golden State Grant. Mr. Jones seconded the motion. Ayes: All. Motion carried.

**FOCUS ON**  
**STUDENT**  
**LEARNING**

(continued)  
**CSBA SAMPLE OF**  
**BP 1312.2 –**  
**COMPLAINTS**  
**CONCERNING**  
**INSTRUCTIONAL**  
**MATERIALS – FIRST**  
**READING**

Mr. Carrizosa reviewed the first reading of board policy revision recommendations from the Board Policy Committee.

BP 1312.2 – Complaints Concerning Instructional Materials. (Encl. No. 9) The revisions align the current uniform complaint procedures with the new compliance requirements in the Williams Act for instructional materials.

**CSBA AND STAFF**  
**REVISION TO BP**  
**3515.5 – SEX**  
**OFFENDER**  
**NOTIFICATION –**  
**FIRST READING**

BP 3515.5 – Sex Offender Notification. (Encl. No. 10) The updated revisions reflect new law which makes Megan’s Law information available to the public on the Internet.

**CSBA RECOMMEN-**  
**DATION TO DELETE**  
**BP AND ADD**  
**MANDATED AR**  
**4112.23 – SPECIAL**  
**EDUCATION STAFF-**  
**FIRST READING**  
**CSBA AND STAFF**

Delete BP 4112.23 and add mandated regulation – Special Education Staff. (Encl. No. 11) The deletion is the result of a duplication of text. The new regulation includes additional legal requirements pertaining to the assignment of special education teachers based on credential authorizations, caseloads, and qualifications under the federal No Child Left Behind Act.

BP 6146.11 – Alternative Credits Towards Graduation. (Encl. No. 12) These recommendations came from the Graduation Credits Requirements Committee. The

REVISION TO BP  
6146.11 –  
ALTERNATIVE  
CREDITS TOWARDS  
GRADUATION –  
FIRST READING

updated policy reflects the Repeal of Title 5 Regulations which deletes specific criteria for granting credit for college courses. It aligns our policy with the law which specifies that students can take college classes and count the credit for high school graduation requirements and for college credit simultaneously so long as those courses meet the requirements set by the school board.

CSBA AND STAFF  
REVISION TO  
MANDATED BP/AR  
6159 – INDIVIDUAL-  
IZED EDUCATION  
PROGRAM – FIRST  
READING

BP/AR 6159 – Individualized Education Program (IEP) under the Individuals with Disabilities Education Act (IDEA). (Encl. No. 13) The revisions reflect new law (AB 1662). The major changes include: 1) revising the timeline for the development of an IEP resulting from an assessment; 2) deleting the requirement that the IEP contain a statement of transition services at age 14 as well as age 16; and 3) adding a new requirement regarding reviewing the IEP for a student in residential placement.

CSBA REVISION TO  
MANDATED BP/AR  
6163.4 – STUDENT  
USE OF TECHNOL-  
OGY – FIRST  
READING

BP/AR 6163.4 – Student Use of Technology. (Encl. No. 14) The revisions reflect the repeal, by the statute’s own terms, of the mandate that districts adopt a policy prohibiting student access to Internet sites that contain or make reference to “harmful matter.” The revised regulation reflects new law (SB 512) which repealed the law that had required district to annually provide parents/guardians with a copy of the district’s policy on Internet access. The regulation now contains optional notifications. VUSD continues to be proactive in the notification requirements.

CSBA REVISION TO  
BP 6164.4 – IDENTI-  
FICATION OF  
INDIVIDUALS FOR  
SPECIAL  
EDUCATION –  
FIRST READING

BP 6164.4 – Identification of Individuals for Special Education. (Encl. No. 15) The revised policy reflects new law (AB 1662) which requires that districts conduct a “child find” process. The district currently has a “child find” process in place and participates in “child find” activities as part of the Special Education Local Plan Area (SELPA). This aligns those activities to any new requirements that are in the law to make sure we fulfill the obligations in federal law to successfully conduct outreach to find and identify students who may be in need to special education services.

CSBA SAMPLE OF  
BP 6173.1 – EDUCA-  
TION FOR FOSTER  
YOUTH – FIRST  
READING

New BP 6173.1 – Education for Foster Youth. (Encl. No. 16) The policy reflects new law which creates obligations for districts regarding the education of foster youth, including allowing the youth to remain in the school of origin and appointing a district liaison to facilitate educational placements and assist the foster youth when transferring.

## **ROUTINE ACTION**

Mr. Qualls pulled Routine Action Item 10.1.2 Resolution – Adopting Written Findings for Hazardous Waste Disposal/Air Emissions, Traffic Corridors and Pipelines for Leila Elementary School Site (Encl. No. 18) for clarification.

Motion No. 74

Mr. Lane moved to approve all Routine Action Items (Encl. No. 17-31) except number 10.1.2 (Encl. No. 18). Mr. Qualls seconded the motion. Ayes: All. Motion carried.

Mr. Qualls wanted to clarify that the school was not named after the street. Mr.

Carrizosa explained that this was referring to the newest school in the northwest at the intersection of Leila and Ferguson. The Area Administrators will begin the official processes for naming the two new schools and will be named before their construction is completed.

Motion No. 75

Mr. Qualls moved to approve Routine Item 10.1.2 and Mr. Guerrero seconded the motion. Ayes: All. Motion carried.

10.1 ADMINISTRATIVE SERVICES

1. Warrant List - November 3, 2006 through November 17, 2006 (Encl. No. 17)
2. Resolution - Adopting Written Findings for Hazardous Waste Disposal/Air Emissions, Traffic Corridors and Pipelines for Leila Elementary School Site (Encl. No. 18)
3. Purchase Card Master Agreement Utilization Resolution (Encl. No. 19)
4. Request to Piggyback Off California Multiple Award Schedule Contracts (Encl. No. 20)

10.2 AREA ADMINISTRATORS, K-6; 7-12/Adult

1. Student Field Trip Request(s) (Encl. No. 21)
2. Request Approval to Submit Agreement for One-Time Funding for Infant-Toddler Program at Sequoia High School (Encl. No. 22)

10.3 CURRICULUM/EDUCATIONAL SERVICES

1. Resolution to Approve the Child Development Instructional Materials Contract (Encl. No. 23)
2. Quarterly Uniform Complaint Report (Encl. No. 24)
3. Memorandum of Understanding Turning Point/Visalia Youth Services 2006/2007 (Encl. No. 25)

10.4 HUMAN RESOURCES DEVELOPMENT

1. Classified Personnel Report (Encl. No. 26)
2. Certificated Personnel Report (Encl. No. 27)
3. Consultant Contracts (Encl. No. 28)
4. Certification of Temporary Athletic Team Coach List for 2006-07 (Encl. No. 29)

10.5 SUPERINTENDENT

1. Approval of Authorized Signatures for Calendar Year 2007 (Encl. No. 30)
2. Minutes of the Regular Board Meeting of November 14, 2006 (Encl. No. 31)

**ADMINISTRATIVE  
PANEL RECOM-  
MENDATIONS/  
ACTION**

EXPULSIONS  
Motion No. 76

Mr. Lane moved to accept the Administrative Panel Recommendations for Expulsions Case No. 07-36 E, Case No. 07-37 E, Case No. 07-38 E, Case No. 07-39 E, Case No. 07-40 E, Case No. 07-41 E, Case No. 07-42 E, Case No. 07-43 E, Case No. 07-44 E,

Case No. 07-45 E and Case No. 07-46 E (Encl. No. 32) Mr. Stephenson seconded the motion. Ayes: All. Motion carried.

**SUSPENDED  
EXPULSIONS**  
Motion No. 77

Case No. 07-22 SE (Item #4) was pulled.

Mr. Qualls moved to accept the remainder of the Administrative Panel Recommendations for Suspended Expulsions Case No. 07-19 SE, Case No. 07-20 SE, Case No. 07-21 SE, Case No. 07-23 SE and Case No. 07-24 SE (Encl. No. 33). Mr. Lane seconded the motion. Ayes: All. Motion carried.

Motion No. 78

Mr. Qualls moved to accept Case No. 07-22 SE (Item #4). Mr. Lane seconded the motion. Ayes: Elder, Jones, Lane, Martin, Qualls and Stephenson. Abstain: Guerrero. Motion carried.

**REVIEWS-  
CONTINUED  
EXPULSIONS**  
Motion No. 79

Mr. Lane moved to accept the Administrative Panel Recommendations for Reviews-Continued Expulsions Case No. 07-14 RCE (Encl. No. 34) Mr. Elder seconded the motion. Ayes: All. Motion carried.

**GENERAL AGENDA**

**2006-07 FIRST  
INTERIM FINAN-  
CIAL REPORT**  
Motion No. 80

Christine Statton, Chief Financial Officer, presented the 2006-07 First Interim Financial Report. (Encl. No. 35) In accordance with Education Code 33127, the board is required to certify by December 15 that the district will be able to meet its financial obligations through the current fiscal year and two subsequent years. The First Interim Budget Report was prepared as of October 31 and includes how the district's financials compare to the budget plan showing that the financial obligations will be met. With this report, the district will receive a positive certification that the required 3% reserve is met.

In reviewing the General Fund Working Budget Unrestricted Summary, an increase of \$3.3M in "Other State Revenue" is from Mandated Costs money that has been received that has been paid from 2001-03 when mandated costs were not reimbursed. Three years from the date the district receives mandated costs money is an open period for a state audit. The pattern of state audits is coming out to approximately 80-100% repayment back to the state after an audit is complete. Odds are good that larger districts are audited. For that reason, the district will be holding the \$3.3M for three years as a place holder and will start to show up as a fund balance. It may grow as more money comes in.

Mr. Stephenson moved to approve the 2006-07 First Interim Financial Report. Mr. Elder seconded the motion. Ayes: All. Motion carried.

**RESOLUTION –  
GREEN TREE FOR  
THE GOLDEN  
STATE GRANT**

Moved to earlier in the agenda. (Encl. No. 36)

**SELECTION OF**



**BOARD  
REPRESENTATIVE  
TO PARTICIPATE  
IN 2007 ELECTION  
OF MEMBERS TO  
THE COUNTY  
COMMITTEE ON  
SCHOOL DISTRICT  
ORGANIZATION**  
Motion No. 81

Mr. Carrizosa stated that it is a requirement of the Education Code that the board select a board member to vote on behalf of Visalia Unified School District in electing members to the County Committee on School District Organization. (Encl. No. 37) This committee is appointed by the County Superintendent which considers and must approve reorganization proposals before they are forwarded to the State Board of Education for final approval. Donna Martin is the TCSBA representative and currently attends that annual meeting.

Mr. Elder moved to appoint Donna Martin as the Board Representative to Participate in the 2007 Election of Members to the County Committee on School District Organization. Mr. Stephenson seconded the motion. Ayes: All. Motion carried.

**BOARD  
REPRESENTATIVE  
COMMITTEE  
APPOINTMENTS  
FOR 2007**  
Motion No. 82

Superintendent Carrizosa presented the 2007 VUSD Board Committee Meeting Assignments grid which, based on the boards' input, represents the various positions that they would like to hold on individual board and advisory committees. (Encl. No. 38)

Mr. Guerrero moved to approve the committee appointments as presented. Mr. Jones seconded the motion. Ayes: All. Motion carried.

**BOARD MEETING  
DATES FOR THE  
2007-08 SCHOOL  
YEAR**  
Motion No. 83

Mr. Carrizosa stated that is required annually that at a public meeting the board adopt the dates for the school board meetings for the coming year. (Encl. No. 39) The annual dates have always been the second and fourth Tuesdays with the exception of adjustments for the holiday months of November and December with only one board meeting and also the month of July has only one meeting. After approval, these will be posted and published as board meeting dates for the coming year.

Mr. Stephenson moved to approve the Board Meeting Dates for the 2007-08 School Year. Mr. Elder seconded the motion. Ayes: All. Motion carried.

**ADJOURNMENT**

The meeting was adjourned at 8:45 p.m.

**NEXT MEETING**

The next regularly scheduled Board Meeting will be held on Tuesday, January 9, 2007 at 5:30 p.m. in the Board Room at the VUSD Educational Complex located at 5000 West Cypress Avenue, Visalia (unless otherwise posted).

Respectfully submitted,

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Michael Lane  
Clerk

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Stan A. Carrizosa  
Superintendent