

**Visalia Unified School District
Board of Education**

MINUTES

**OPENING
BUSINESS**

The meeting of June 24, 2003, was called to order at 6:00 p.m., by President, Larry Jones, in the Board Room, VUSD Educational Office Complex, 5000 West Cypress Avenue, Visalia, followed by the determination that a quorum was present.

ATTENDANCE

	<u>Arrive</u>	<u>Leave</u>	<u>Absent</u>
Rodney Elder	6:00	9:35	
Juan R. Guerrero	6:00	9:35	
Larry Jones	6:00	9:35	
Michael Lane	6:00	9:35	
Laura Pace	6:00	9:35	
Jim L. Qualls	6:00	9:35	
Robert Stephenson	6:00	9:35	
 Stan A. Carrizosa, Superintendent	 6:00	 9:35	

Staff Members

Carlyn Lambert, Assistant Superintendent, Curriculum and Educational Services
Mark Fulmer, Assistant Superintendent, Administrative Services
Kay Van Andel, Assistant Superintendent, Human Resources Development
Liz Parker, Administrative Assistant, Superintendent's Office

CLOSED SESSION

President Jones identified the closed session agenda topics as follows:

1. EXPULSIONS
2. SUSPENDED EXPULSIONS
3. REINSTATEMENTS
4. REVIEWS-CONTINUED EXPULSIONS
5. PUBLIC EMPLOYEE APPOINTMENT
 1. Elementary School Principal
6. CONFERENCE WITH LABOR NEGOTIATOR
 1. Agency Negotiator: Kay Van Andel
 2. Employee Organization
 1. CSEA
7. PUBLIC EMPLOYEE CONTRACT
 1. Superintendent
 2. Assistant Superintendent, Administrative Services
 3. Assistant Superintendent, Curriculum/Education Services
 4. Assistant Superintendent, Human Resources Development

As there was no public comment, the board convened into closed session.

**RECONVENE IN
OPEN SESSION**
Motion No. 230

At 7 p.m., the board reconvened in open session. Board member Pace led the Pledge of Allegiance. Mr. Jones announced that in closed session on a motion by Stephenson and second by Guerrero, Doug Cardoza was appointed Principal at Highland Elementary. Ayes: all. Motion carried.

Mr. Jones announced that Routine Action Item 9.4-2 (Encl. No. 28) would be pulled for action at this point. On a motion by Qualls and second by Pace, the enclosure was approved. Ayes: all. Motion carried. It was announced that Jesse Sanchez had been appointed as Assistant Principal at Highland Elementary, as noted in the enclosure.

**PUBLIC
RECOGNITION /
PROCLAMATIONS /
ACTION
SUPERVISORY
ACADEMY
CERTIFICATE
RECIPIENTS**

Thirty Visalia Unified School District employees were presented Supervisory Academy Certificates for their participation in the College of Sequoias/Visalia Unified School District's Supervisory Academy Program (Encl. No. 1). Employees received training in the areas of communication, leadership, problem-solving, interpersonal communications, motivational techniques, time and stress management, team building and dealing with difficult people. Receiving certificates were: *Adelle Abad, Debbie Anlauf, Carolyn Brown, Rene Esquivel, Tom Harper, *Joanne Houts, Ralph Mallouf, Jim McDonnell, Kathy Montgomery, Jackie Mueller, Glenn Richardson, Anna Saldana, Valerie Snyder, Jerry Walkowiak, Terry White, Jamey Alves, Nancy Baldwin, Mary Broyles, Glenda Fitzgerald, Arlene Harrell, *Barbara Kemp, Melissa McDaniel, Diane Mendoza, Esther Mosqueda, *Liz Parker, Pat Rogers, *Raquel Sanchez, Christine Statton, *Donnie Weber and Scott Willis. *Indicates Perfect Attendance.

**PUBLIC COMMENT
/ PUBLIC INTEREST
ANNOUNCEMENTS**

A representative of the Parks and Recreation Foundation thanked the board for the cooperation and participation by the school district in making this year's upcoming Fourth of July event possible. She introduced the winner of the Surroz "Oh, Say Can You Sing" contest, who sang the Star Spangled Banner. The winner will sing at the Fourth of July event.

A parent asked that the board review the denial of his request for an intra-district transfer for his child. He questioned the denial which was based on lack of space available at Royal Oaks. He asked for clarification of what ties "space available" to "staffing."

A pre-school owner also spoke of her concerns regarding the denial of intra-district transfers and families being "split apart" as a result of the rules set by the district.

Mr. Carrizosa reviewed the district's intra-district transfer policy. He clarified the term "space available" and explained how staffing is established in the district. He added that it is not the intent of district policy to deliberately split families up. When a request is denied, the family must make the choice as to whether or not they want their children to attend separate schools. It is the obligation of the district to house every student who lives in the school attendance area first.

**BOARD MEMBER
REPORTS /
REQUESTS /
SUPERINTEN-
DENT'S REPORT**

Board members reported on their visits to the construction sites for the two new elementary schools and the new multi-purpose rooms at Green Acres and Divisadero Middle Schools, a visit to the Visalia Learning Center where teachers were going through a training program on computers, attending last week's study session on the budget and receiving an invitation to Willow Glen tomorrow for a presentation of Shakespeare's "A Midsummer's Night Dream" by first grade students. Mr. Guerrero encouraged district staff to continue

partnerships which bring resources into the district. He requested that the district set up meetings with the county in addition to the city meetings already set. Specifically, Mr. Guerrero said that he was interested in asking about the bus sign in Goshen. Mr. Lane reported that he had met with a number of UC, Merced representatives who are working on outreach to students in the San Joaquin Valley. In this effort, they are establishing scholarships which should encourage students from the valley to attend the UC. Mr. Lane asked that the district ensure that our students are informed about the opportunities to attend the university.

Mr. Carrizosa reported that this past week he held a two-day in-service for Cabinet and school site principals on the district's goals and objectives for 2003-2004.

**PUBLIC
HEARING/ACTION
PUBLIC HEARING
FOR THE 2003-04
PROPOSED BUDGET
Motion No. 232**

A public hearing was opened on the proposed 2003-04 school district budget (Encl. No. 2). The budget was developed relative to the board adopted annual goals and objectives, meets the state's criteria and standards, and includes a fully-funded 3% reserve for economic uncertainties. A comprehensive discussion of the proposed budget took place at a special study session held this past week. As no public comment was received, the public hearing was closed. On a motion by Stephenson and second by Elder, the 2003-04 proposed budget was adopted. Ayes: all. Motion carried. Once the state has adopted its budget, revisions to the district budget will come back for board approval.

**FOCUS ON
STUDENT
LEARNING
Presentation/Public
Comment/Board
Discussion/ACTION
(as applicable)
GIFTED AND
TALENTED
EDUCATION
ANNUAL REPORT**

The Gifted and Talented Education annual report was presented by Karen Rowe, Linda Bastire and Stacey Curshman (Encl. No. 3). Mrs. Bastire presented the program goals which were set last year from information gathered from GATE Site Surveys and the progress that has taken place with regard to each goal. Mrs. Rowe reviewed the data analysis included in the enclosure based on the eligible student pool including third through twelfth grades. GATE students are identified through a mass screening in third grade. The GATE enrollment comparison showed an increase in the number of students identified as gifted and talented enrolled in some of the district's under-represented school sites. Mrs. Curshman reviewed information on Advanced Placement courses offered at our comprehensive high schools as well as information on the student populations enrolling in those courses.

**SCHOOL-WIDE
TITLE I PLAN:
GOLDEN OAK,
VEVA BLUNT
ELEMENTARY
SCHOOLS AND**

Dr. Craig Wheaton spoke to Enclosure Nos. 4, 5, and 6. He explained that this is the time of year that the district applies for state and federal funds which are dependent upon having school plans. State and federal regulations require that each school, through their school site council, develops and implements a school site plan focused on raising student achievement. Advisory groups, i.e., GATE and English Learners, provide input into the development of the plans. Dr. Wheaton explained the three categories of school site plans included in the three

SEQUOIA HIGH SCHOOL
Motion No. 233

enclosures. With the approval of Enclosure No. 4, beginning July 1, 2003, the three schools will be able to implement their school-wide Title 1 Program. On a motion by Guerrero and second by Lane, Enclosure No. 4 was approved. Ayes: all. Motion carried.

SCHOOL PLAN REVISIONS:
CRESTWOOD, CROWLEY, ELBOW CREEK, FAIRVIEW, GOSHEN, HIGHLAND, HOUSTON, IVANHOE, LINWOOD, MINERAL KING, MT. VIEW, WASHINGTON AND WILLOW GLEN ELEMENTARY SCHOOLS;
DIVISADERO, GREEN ACRES, LA JOYA, AND VALLEY OAK MIDDLE SCHOOLS; EL DIAMANTE, GOLDEN WEST AND REDWOOD HIGH SCHOOLS; AND CHARTER ALTERNATIVE ACADEMY
Motion No. 234

Dr. Wheaton explained that Enclosures No. 5 and No. 6 were the district's transition to the new law of having single plans for student achievement based on student achievement results. Enclosure No. 5 was an update of the plan revisions for the schools listed. As indicated in the enclosure, Highland Elementary School's plan was not available when tonight's packets were printed, but was added to the enclosure tonight. It was also noted that Pinkham Elementary had been inadvertently left out of the agenda title on this item. The Pinkham plan was included in the packet. On a motion by Stephenson and second by Qualls, Enclosure No. 5 was approved. Ayes: all. Motion carried.

SCHOOL PLAN REVISIONS:
CONYER, HURLEY, ROYAL OAKS, AND UNION ELEMENTARY SCHOOLS AND MT. WHITNEY HIGH SCHOOL
Motion No. 235

Enclosure No. 6 included complete plans for the schools coming off of a three-year cycle. With the single plan now implemented, schools will revise their plans annually. On a motion by Elder and second by Pace, Enclosure No. 6 was approved. Ayes: all. Motion carried.

ROUTINE ACTION
Motion No. 236

Board member Guerrero pulled Routine Action Item 9.3-1 (Encl. No. 24) for further discussion. On a motion by Qualls and second by Stephenson, the remaining items were approved as follows:

9.1 ADMINISTRATIVE SERVICES

1. Warrant List - June 1 through 15, 2003 (Encl. No. 7)
2. 2002-2003 Budget Revision No. 12 (Encl. No. 8)
3. Resolution - Budgeted Transfers (Encl. No. 9)
4. Resolution - Interfund Loans (Encl. No. 10)
5. Vendor Contracts for Various Maintenance and Service Needs (Encl. No. 11)
6. 2003-2004 Facility Use Rates (Encl. No. 12)
7. Change Order #2 - Northeast Elementary School (Encl. No. 13)
8. Change Order #5 - Northwest Elementary School (Encl. No. 14)
9. Five-Year Deferred Maintenance Plan (Encl. No. 15)
10. Notice of Completion - Sierra Vista HVAC Modernization Project - Phase II (Encl. No. 16)
11. Approval of Bid 4468 - HVAC Filters (Encl. No. 17)

9.2 AREA ADMINISTRATOR, 7-12/Adult

1. Student Field Trip Requests (Encl. No. 18)
2. 2003-2004 Agricultural Vocational Education Incentive Grant for El Diamante High School, Golden West High School, Mt. Whitney High School and Redwood High School (Encl. No. 19)
3. Memorandum of Understanding (MOU) Between Tulare County Office of Education (TCOE) and Visalia Unified School District School-to-Career Transition Vocational Education Program (Encl. No 20)
4. Amendment to Agreement Between Visalia Adult School and Tulare County for Inmate Education for FY 03-04 (Encl. No. 21)
5. Memorandum of Understanding Between Visalia Adult School and Kaweah Delta Health Care District Foundation to Provide Classes at Club 50 for Older Adults (Encl. No. 22)
6. Memorandum of Understanding Between Tulare Adult School, Dinuba Adult School and Visalia Adult School (Encl. No. 23)

9.3 CURRICULUM

1. Agreement for Probation Officer to Serve Charter Alternatives Academy (Encl. No. 24)
2. Even Start Parent Education (Encl. No. 25)
3. Consolidated Application Part I (Encl. No. 26)

9.4 HUMAN RESOURCES DEVELOPMENT

1. Classified Personnel Report (Encl. No. 27)
2. Certificated Personnel Report (Encl. No. 28)
3. Consultant Contracts (Encl. No. 29)
4. Request to Attend Conference/Workshop (Encl. No. 30)

5. Rejection of Claim No. 030040 (Encl. No. 31)

Ayes: all. Motion carried.

Motion No. 237

With regard to Enclosure No. 24, Mr. Guerrero expressed his appreciation of the agreement between the district and County of Tulare to provide a county probation officer to serve the students at Charter Alternatives Academy. On a motion by Guerrero and second by Lane, the item was approved. Ayes: all. Motion carried.

**ADMINISTRATIVE
PANEL RECOM-
MENDATIONS**

EXPULSIONS

Motion No. 238

On a motion by Qualls and second by Pace, the Administrative Panel Recommendations on Expulsion Case No. 03-93 E, Case No. 03-94 E, Case No. 03-95 E, Case No. 03-96 E, Case No. 03-97 E, Case No. 03-98 E, Case No. 03-99 E, Case No. 03-100 E, Case No. 03-101 E, and Case No. 03-102 E (Encl. No. 32) were approved. Ayes: all. Motion carried.

**SUSPENDED
EXPULSIONS**

Motion No. 239

On a motion by Stephenson and second by Qualls, the Administrative Panel Recommendations on Suspended Expulsion Case No. 03-20 SE, Case No. 03-21 SE and Case No. 03-22 SE (Encl. No. 33) were approved. Ayes: all. Motion carried.

REINSTATEMENTS

Motion No. 240

On a motion by Elder and second by Jones, the Administrative Panel Recommendations on Reinstatement Case No. 03-40 R, Case No. 03-41 R, Case No. 03-42 R, Case No. 03-43 R and Case No. 03-44 R were approved (Encl. No. 34). Ayes: all. Motion carried.

**REVIEWS-
CONTINUED
EXPULSIONS**

Motion No. 241

On a motion by Pace and second by Elder, the Administrative Panel Recommendations on Reviews-Continued Expulsion Case No. 03-28 RCE, Case No. 03-29 RCE, Case No. 03-30 RCE, Case No. 03-31 RCE, Case No. 03-32 RCE, Case No. 03-33 RCE and Case No. 03-34 RCE (Encl. No. 35) were approved. Ayes: all. Motion carried.

GENERAL AGENDA

Review / Public Input /

Board Discussion /

ACTION

**RESOLUTION
SUPPORTING
PASSAGE OF THE
CALIFORNIA STATE
BUDGET**

Motion No. 242

Mr. Carrizosa explained that since the resolution included in Enclosure No. 36 was prepared, further developments have occurred which would require an amendment to Paragraph 3. The wording, "while providing a small tax increase" to the end of the sentence, was deleted from Paragraph 3. Mr. Lane read the amended resolution. On a motion by Stephenson and second by Guerrero, the resolution was approved. Ayes: all. Motion carried.

**ELIGIBILITY
CERTIFICATION
FOR REDUCED
WORKLOAD**

The board was asked to approve the certification for two district employees who qualify for the reduced workload program (Encl. No. 37). Employees must be 55 years of age or older and have ten years of service with the district in order to qualify for the program. On a motion by Guerrero and second by Qualls, the board approved the certifications which will be

PROGRAM
Motion No. 243

submitted to STRS for approval. Ayes: all. Motion carried. There will be a savings of \$21,799.34 to the district as a result of this action.

**RESOLUTION IN
THE MATTER OF
CHANGING A
SCHOOL HOLIDAY**
Motion No. 244

Mr. Myron Sheklian explained that the resolution included in Enclosure No. 38 would allow the district to observe Lincoln's birthday on February 16, 2004, and Washington's birthday on February 23, 2004, as specified on the adopted school calendar. On a motion by Qualls and second by Pace, the resolution was adopted. Ayes: all. Motion carried.

**EMPLOYMENT
AGREEMENT:
SUPERINTENDENT**
Motion No. 245

Mrs. Van Andel reported on the revisions of the Superintendent's employment agreement included in Enclosure No. 39. If approved, the length of the contract would be July 1, 2003, to June 30, 2006. On a motion by Stephenson and second by Lane, the agreement was approved. Ayes: all. Motion carried.

**EMPLOYMENT
AGREEMENT: THREE
(3) ASSISTANT
SUPERINTENDENTS**
Motion No. 246

Superintendent Carrizosa presented the employment agreements for the three assistant superintendents (Encl. No. 40). He reviewed the revisions to the contracts. The length of the contracts will be three years, beginning July 1, 2003, and ending June 30, 2006. On a motion by Guerrero and second by Lane, the three agreements were approved. Ayes: all. Motion carried.

**STATUS
REPORT/PUBLIC
COMMENT**
**YEAR-END REPORT
- INTERNAL
AUDITOR**

Mrs. Christine Statton presented the year-end report of internal audit projects initiated in several areas of concern during the last few months (Encl. No. 41). Mrs. Statton presents updates to the board on audit projects she has undertaken at first interim, second interim and near the end of the year.

Before concluding tonight's meeting, Mr. Carrizosa introduced Mr. Karl Kildow, newly elected VUTA President.

ADJOURNMENT

The meeting was adjourned at 9:35 p.m.

NEXT MEETING

The next regularly scheduled Board Meeting will be July 15, 2003, at 5:30 p.m. in the Board Room at the VUSD Educational Complex located at 5000 West Cypress Avenue, Visalia.

Respectfully submitted,

Michael Lane
Clerk

Stan A. Carrizosa
Superintendent/Secretary