

**Visalia Unified School District
Board of Education**

MINUTES

OPENING BUSINESS The March 9, 2004 board meeting was opened at 5:30 p.m. by President Lane, 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	9:30	
Juan R. Guerrero	5:30	9:30	
Larry Jones	5:30	9:30	
Michael Lane	5:30	9:30	
Donna Martin	5:30	9:30	
Jim L. Qualls	5:30	9:30	
Robert Stephenson	5:30	9:30	
Kaitlin Morgan, Student Representative	7:00	7:15	
Stan A. Carrizosa, Superintendent	5:30	9:30	

Staff Members

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

CLOSED SESSION

President Lane identified the closed session topics listed below:

1. RECOMMENDED EXPULSIONS
2. RECOMMENDED SUSPENDED EXPULSIONS
3. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
4. CONFERENCE WITH LABOR NEGOTIATOR
 1. Agency Negotiator: Kay Van Anandel
 2. Employee Organization
 1. VUTA
 2. CSEA
 3. Management

**RECONVENE IN
OPEN SESSION**

The board reconvened in open session at 7 p.m. President Lane announced that no action was taken in closed session.

**PUBLIC
RECOGNITION/
PROCLAMA-
TIONS/ACTION**

**RESOLUTION OF
RECOGNITION -
CÉSAR E. CHÁVEZ
DAY - MARCH 31,
2004**

Motion No. 163

Clerk Elder read a resolution declaring March 31, 2004 as César Chávez Day (Encl. No. 1). On a motion by Guerrero and second by Stephenson, the resolution was approved. Ayes: all. Motion carried.

**STUDENT
REPRESENTATIVE'S
REPORT**

President Lane called for the student representative's report as the student needed to attend another school function. Miss Morgan reported that last week was FFA Week at El Diamante and that last Tuesday was the groundbreaking for the new buildings. Exit Exams are scheduled for March 16 and 17 for all of our high schools and CAT-6 testing is scheduled for April 14-22. A Midsummer's Night Dream will be performed on March 26 and 27 and a big carnival will be held March 23, following the testing. Open House at El Diamante is May 4. The Sadies Dance will be held this Saturday at Redwood; on March 31, the Ranger Dance Program will be held in the LJ Williams Theater; Mr. Ranger will be determined Thursday night of this week; Powderpuff will be coming to an end; March 30 is Academic Board Letter Night; and the Redwood Boys' Soccer Team won Valley this year. At Mt. Whitney, Thursday is dedication of their new track. Students are making plans for the dedication/fundraiser dinner for the new quad planned for April. Students are beginning to meet to plan the Prom. The Golden West Choir recently returned from performing in Las Vegas. They represented all of the high school choirs out of five states. Tonight is the Mr. Golden West Contest. Tennis, swimming, softball, baseball, track and diving are off to a great start at Golden West. Students have been practicing daily for their upcoming performance of "Anything Goes."

**PUBLIC COMMENT
/ PUBLIC INTEREST
ANNOUNCEMENTS**

President Lane called for public comment on any item not on tonight's agenda. Teachers representing Houston, Veva Blunt, Conyer, Highland and Fairview Elementary Schools spoke in support of their bargaining team and a fair and balanced contract.

**QUESTIONS AND
ANSWERS ON THE
STATE BUDGET AND
AN UPDATE ON THE
"+2 GOLDEN
HANDSHAKE" STRS
RETIREMENT
INCENTIVE**

A board study session was held on March 3 where a plan for proposing a balanced budget for 2004-05, with a minimum of layoffs, was presented. Tonight, Robert Gröeber reported on the latest developments regarding the state budget. He reviewed the "low risk" budget development assumptions and explained how ADA increases are received by various school districts according to their structure, i.e., K-8, high school district or unified district. Included in the PowerPoint Presentation was a list of monies that encompass the Governor's \$2 billion "budget deal."

Mr. Gröeber also explained the "+2 Golden Handshake" retirement incentive (Encl. No. 2). A cost savings must be demonstrated by a district and certified by the county superintendent of schools before a district may offer this incentive to its teachers. Once it is determined that a district will experience a savings by offering the +2 incentive, a window is opened for 60-120 days. The offer must be extended to all eligible STRS members. A member must be 55 years old with five years of service or 50 years of age with 30 years of service to apply for the incentive. Also, the member must retire within the designated window. When determining

the cost savings from the +2 Golden Handshake, a district is not allowed to take credit for those people who would be considered a “normal” retirement. As previously explained to the board, the 2+2 retirement incentive is too expensive to be offered by the district.

A recommendation will come back to the board at the March 23 meeting regarding offering the +2 retirement incentive.

**BOARD MEMBER
REPORTS/
SUPERINTEN-
DENT’S REPORT**

Board Members reported on participating in Read Across America today at Ivanhoe Elementary School and attending the Superintendent’s Resource Development meetings, which are “going well.” Mr. Stephenson shared a concern about the “horrendous” condition of the parking lot on the north side of Mt. View Elementary School. Mr. Carrizosa ensured the board that putting together some maintenance funds for the paving of the lot will be a priority for the district. Redwood Boys Varsity Soccer team was congratulated on having won Valley Championship this year. Redwood Softball Girls were also congratulated on winning the Mt. Whitney Softball Tournament.

ROUTINE ACTION
Motion No. 164

On a motion by Qualls and second by Martin, the Routine Action Items were approved as follows:

- 7.1 ADMINISTRATIVE SERVICES
 - 1. Warrant List - February 13 through February 20, 2004 (Encl. No. 3)
 - 2. Change Order #1 - Green Acres/El Diamante Relocatable Classrooms Projects (Encl. No. 4)
 - 3. Vendor Contracts for Various Maintenance and Service Needs (Encl. No. 5)
- 7.2 AREA ADMINISTRATORS, K-6; 7-12/Adult
 - 1. Student Field Trip Requests (Encl. No. 6)
- 7.3 AREA ADMINISTRATOR, 7-12/Adult
 - 1. Request Approval to Submit Application, and Approve Resolution for Continued Funding for Visalia Unified School District Cal-SAFE Program 2004-2005 at Sequoia High School (Encl. No. 7)
- 7.4 CURRICULUM/EDUCATIONAL SERVICES
 - 1. Memorandum of Understanding (MOU) Between Temporary Assistance for Needy Families (TANF) and Visalia Unified School District - American Indian Early Education Program (Encl. No. 8)
 - 2. Request to Attend Conference/Workshop (Encl. No. 9)
- 7.5 HUMAN RESOURCES DEVELOPMENT
 - 1. Classified Personnel Report (Encl. No. 10)
 - 2. Certificated Personnel Report (Encl. No. 11)
 - 3. Consultant Contracts (Encl. No. 12)
 - 4. Certification of Coach List for Spring Sports (Encl. No. 13)
- 7.6 SUPERINTENDENT
 - 1. Minutes of the Regular Board Meeting of February 10, 2004 (Encl. No. 14)

Ayes: all. Motion carried.

**ADMINISTRATIVE
PANEL RECOM-
MENDATIONS/
ACTION**

EXPULSIONS
Motion No. 165

On a motion by Martin and second by Jones, the Administrative Panel Recommendations on Expulsion Case No. 04-68 E, Case No. 04-69 E, Case No. 04-70 E, Case No. 04-71 E, Case No. 04-72 E, Case No. 04-73 E, Case No. 04-74 E, Case No. 04-75 E, Case No. 04-76 E and Case No. 04-77 E (Encl. No. 15) were approved. Ayes: all. Motion carried.

**SUSPENDED
EXPULSIONS**
Motion No. 166

On a motion by Qualls and second by Guerrero, the Administrative Panel Recommendations on Suspended Expulsion Case No. 04-22 SE, Case No. 04-23 SE and Case No. 04-24 SE (Encl. No. 16) were approved. Ayes: all. Motion carried.

GENERAL AGENDA

Review / Public Input /
Board Discussion /

ACTION (as applicable)

**PROPOSED
GENERAL FUND
BUDGET
CUTS/SAVINGS FOR
2004-05**

Enclosure No. 17 included a proposed plan for balancing the district's 2004-05 budget. Information contained in this enclosure was also presented at the March 3 board study session for a first consideration. Mr. Carrizosa reviewed the general fund cost cuts/savings in centralized administration/services, centralized general fund support services-classified and the centralized general fund instructional/support services- certificated (Encl. No. 17). As part of the cost cuts/savings for 2004-05, administration proposed to reconfigure the traveling teams which provide health and physical education instruction for students in grades 4-6 and the independent study program at our comprehensive high schools. Total cost savings through the proposals for savings for the 2004-05 budget total \$2,743,500. Mr. Carrizosa clarified that as a result of discussions at the March 3 study session, there will be no break in service to students in the independent study program. The district will continue to research and design the program throughout the remainder of this school year so that current service remains consistent with the existing model. The district plans to have the newly designed program in place and ready to begin to receive students effective August 2004.

Mr. Carrizosa explained that each of the resolutions following this item and requiring board action would address each of the specific portions of the personnel and cost/cuts savings associated with this proposal.

The session was opened to public comment on each area of proposed savings.

Mr. Karl Kildow addressed the board regarding concerns from various school sites regarding the proposals presented.

Mrs. Sherry Bakke, from the American Cancer Society, also spoke regarding proposed cuts in health and physical education instruction. She offered the support of the Cancer Society in helping "strengthen the educational message of choices" to our students.

Collette Jewel, a district parent, also expressed her concern regarding the “window of opportunity” wherein children can be taught to make good health decisions that will affect their lives. She said that missing this opportunity can end up impacting the community.

A health educator for the district for ten years, Anne Hoisington, also expressed her concern about the importance of our children being taught good health habits.

Neva Wright, lead health teacher with the district’s elementary team, spoke regarding the cutting of instructional time in health for students and the importance of health instruction for our children.

Warren Downs, independent study teacher in the district for many years, spoke of his disappointment in the proposed change in independent study. He said that the “one-on-one” is the “heart” of the program.

Gene Curtis, independent study teacher, asked the board to take a good look at the proposal to change independent study. He said that “we do not want to leave more children behind.”

By combining the total savings from the proposed changes as presented, and with the proposed new revenues from the state, the district will be able to pay the full costs of the projected increases in next year’s major employee expenses.

The board acted on each component of the proposed plan separately as follows:

Motion No. 167 On a motion by Stephenson and second by Jones, the proposed cuts/savings in management general fund centralized administration/services and centralized general fund support services-classified were approved. Ayes: all. Motion carried.

Motion No. 168 On a motion by Martin and second by Qualls, the centralized general fund instructional/support services certificated restructure of 4-6 was approved. Ayes: all. Motion carried.

Motion No. 169 On a motion by Martin and second by Stephenson, the board approved the proposal to eliminate the existing independent study program and to reintroduce the program under a charter and a reconfigured program to begin August 2004. Ayes: Jones, Lane, Martin, Qualls, Stephenson. Noes: Elder and Guerrero. Motion carried.

RESOLUTION TO
REDUCE ADMIN-
ISTRATIVE DUTY
DAYS On a motion by Qualls and second by Elder, the resolution included in Enclosure No. 18 was approved. Ayes: all. Motion carried. Approval of this resolution will affect three principals and three assistant principals moving from year-round schools to traditional schools. A combination of these individuals will result in a total reduction of 75 duty days.

Motion No. 170

RESOLUTION TO
RELEASE
TEMPORARY
EMPLOYEES On a motion by Stephenson and second by Jones, the resolution included in Enclosure No. 19 was approved. Ayes: all. Motion carried. Action is taken every year, prior to March 15, to release from employment at the end of the school year all temporary teachers. This provides flexibility in staffing for the next year and provides an opportunity to secure fully

Motion No. 171

credentialed teachers. Teachers are designated temporary because they replace a teacher on leave or are hired under categorical funding. The employees performance of his/her work duties has no bearing whatsoever on the notice of this release.

RESOLUTION
AUTHORIZING NON-
REELECTION OF
INTERN STATUS/
EMERGENCY
PERMIT
CERTIFICATED
EMPLOYEES

On a motion by Qualls and second by Jones, the board approved the resolution included in Enclosure No. 20. Ayes: all. Motion carried. This resolution allows the district to non-reelect intern status/emergency permit certificated employees at the end of this school year. Interns and teachers on emergency permits will only be hired after the district conducts a diligent search for fully credentialed certificated teachers.

Motion No. 172

RESOLUTION TO
ELIMINATE
CERTIFICATED
MANAGEMENT
POSITION

On a motion by Martin and second by Qualls, the board approved the elimination of a certificated management position, Director III, Human Resources (Staff Development) upon the retirement of the current employee (Encl. No. 21). Ayes: all. Motion carried.

Motion No. 173

RESOLUTION FOR
RELEASE/
REASSIGNMENT OF
CERTIFICATED
MANAGEMENT
EMPLOYEES

On a motion by Elder and second by Qualls, the reassignment or release of six certificated employees were approved (Encl. No. 22). Ayes: all. Motion carried. With the opening of two new elementary schools next year, the enrollment of six of our elementary schools are projected to fall below the required 700 students allowing for a full-time assistant principal funded from the general fund. As recommended by administration, all 12 assistant principals at the elementary schools will be notified to provide flexibility in placement of the assistant principals.

Motion No. 174

RESOLUTION TO
REDUCE DAYS OF
CERTIFICATED
NURSES

On a motion by Jones and second by Stephenson, the board approved the reduction of duty days of all district certificated nurses by five days (Encl. No. 23). Ayes: all. Motion carried. All of the nurses volunteered to reduce their number of days beginning in the 2004-05 school year. The nurses were commended for their action, which will result in a total savings of 75 days.

Motion No. 175

RESOLUTION TO
ELIMINATE
PARTICULAR KINDS
OF SERVICE:
CLASSIFIED
MANAGEMENT

Enclosure No. 24 was a recommendation by administration to eliminate 4 FTE in classified management services. On a motion by Stephenson and second by Qualls, the resolution reducing classified school services for the 2004-05 school year was approved. Ayes: all. Motion carried. Affected employees must be provided notice 45 working days before the end of the contracted year prior to enacting the layoff notices.

Motion No. 176

RECOMMENDATION
OF ELIMINATION OF
PARTICULAR KINDS
OF CERTIFICATED
SERVICES FOR THE

Mrs. Van Andel announced that a revised letter to the board regarding the recommendation to eliminate the services included in Enclosure No. 24 had been placed at each of the board members place at the dais. An error had been made in the letter included in the preprinted packet. On a motion by Qualls and second by Martin, the board approved the recommendation to discontinue particular kinds of services currently being provided by

2004-2005 SCHOOL YEAR
Motion No. 177

certificated employees, a reduction of 17.4 FTE (Encl. No. 25). Ayes: Elder, Jones, Lane, Martin, Qualls and Stephenson. No: Guerrero. Motion carried.

RESOLUTION TO ELIMINATE PARTICULAR KINDS OF SERVICE: HOME HOSPITAL, INDEPENDENT STUDY, ELEMENTARY HEALTH TEAM
Motion No. 178

On a motion by Lane and second by Qualls, the resolution included in Enclosure No. 26 and reflecting the reduction of 17.4 FTE included in Enclosure No. 25 was approved. Ayes: Elder, Jones, Lane, Martin, Qualls and Stephenson. No: Guerrero. Motion carried.

RESOLUTION FOR RELEASE/REASSIGNMENT OF A CERTIFICATED MANAGEMENT EMPLOYEE AT THE VISALIA ADULT SCHOOL
Motion No. 179

On a motion by Elder and second by Qualls, the recommendation by the Visalia Adult School administration to eliminate an assistant principal position at that school at the end of the 2003-04 school year was approved (Encl. No. 27). Ayes: all. Motion carried.

RECOMMENDATION OF ADULT EDUCATION PRINCIPAL FOR THE ELIMINATION OF PARTICULAR KINDS OF CERTIFICATED SERVICES PROVIDED BY VISALIA ADULT SCHOOL FOR THE 2004-2005 SCHOOL YEAR
Motion No. 180

Enclosure No. 28 was a recommendation by district administration to discontinue particular kinds of services that are currently being provided by 7 FTE certificated employees assigned to the Adult School. On a motion by Jones and second by Elder, the recommendation was approved. Ayes: all. Motion carried.

RESOLUTION TO ELIMINATE PARTICULAR KINDS OF SERVICE AT THE VISALIA ADULT SCHOOL
Motion No. 181

On a motion by Qualls and second by Martin, the resolution included in Enclosure No. 29 reflected the recommendation in Enclosure No. 28 to eliminate 7 FTE at the Adult School. Ayes: all. Motion carried.

2003-04 SECOND PERIOD INTERIM

Mr. Gröeber presented Enclosure No. 30 and reported that the Second Period Interim Report reflected the budget through January 31. The positive certification of the budget

FINANCIAL REPORT
AND INTERNAL
AUDITOR'S REVIEW
Motion No. 182

indicated that the district will be able to meet the 3% required reserve by year-end and for the next two years.

On a motion by Stephenson and second by Guerrero, the financial report for 2003-04 was adopted. Ayes: all. Motion carried.

Board member Stephenson said that in the final class in the Masters in Governance Program he completed, time was spent going over the format of the second interim report and suggested that an Early Bird Session be called at an upcoming meeting to have Mr. Gröeber "walk" the board through the document. He said that there is tremendous information included in the document.

Mrs. Christine Statton, the district's internal auditor, reviewed projects she has been working on during the last three months. Enclosure No. 30 included a summary of the projects.

ADJOURNMENT

The meeting adjourned at 9:30 p.m.

NEXT MEETING

The next regularly scheduled Board Meeting will be March 23, 2004, 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,

Rodney Elder
Clerk

Stan A. Carrizosa
Superintendent/Secretary