

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

**OPENING
BUSINESS**

The June 26, 2007 Board meeting was called to order at 5:30 p.m. by President Donna Martin 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	8:30	
Juan R. Guerrero	5:30	8:30	
Larry Jones			X
Michael Lane	5:30	8:30	
Donna Martin	5:30	8:30	
Jim L. Qualls	5:30	8:30	
Robert Stephenson	5:30	8:30	
 Stan A. Carrizosa, Superintendent	 5:30	 8:30	

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

CLOSED SESSION

President Martin 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 RECOMMENDED SUSPENDED EXPULSIONS
- 2.3 PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

**EARLY BIRD
SESSION**

**VUSD 7-12
GUIDANCE
PROGRAM**

Motion No. 222

The Early Bird Session opened at 6:30 p.m.

Dr. Craig Wheaton, Area Administrator 7-12/Adult, presented the VUSD 7-12 Guidance Program Report. (Encl. No. 1) The Middle and High School Supplemental Guidance Program was established in the 2006-07 State Budget to provide additional guidance services to pupils in grades 7-12. In order to qualify for funding, a district (7-12) Guidance Program must be developed and Board adopted. Requirements include the identification of academically at-risk students and targeted guidance services for the identified students and their parents. The report summarized the VUSD 7-12 Guidance Program and completed the requirements to receive supplemental guidance services funding (AB 1802). The amount of supplemental funding is \$817,000.

After a needs assessment was conducted, it was determined that Transitional Learning Directors would best meet the needs of the targeted students. Dr. Wheaton contacted the

State Department of Education officials to make sure that the new Transitional Learning Director positions could be classified as management. He was assured that, as long as the district provides the requirements and assurances that are in the funding and that Pupil Personnel Services (PPS) credentialed personnel fill these positions providing those services, beyond that, the district could do what was needed. The State officials were impressed that VUSD had used “out-of-the-box” thinking and detail into the program. The Transitional Learning Directors’ duties are administrative in nature--supervising and coordinating programs and staff, designing programs, crossing from school site to school site, working independently, and other areas that are beyond the scope of a Guidance Counselor.

All eight Middle School Transitional Learning Directors (TLD) will be hired with the required Pupil Personnel Services and Administrative Services Credentials. The Transitional Learning Directors will target their caseload of at-risk students as they transition from 6th to 7th grade and from 8th grade to high school. This program will be unique to VUSD as the counselors follow students from elementary to middle school and from middle school to high school. As far as Dr. Wheaton knows, no other district is using this approach.

Transitional Learning Directors are working with the middle school and high school principals during summer school to identify at-risk students that will likely be included in the program in the Fall.

Rodney Elder moved to approve the VUSD 7-12 Guidance Program. Juan Guerrero seconded the motion. Ayes: All. Motion carried.

REGULAR SESSION The Board convened the regular Board meeting at 7:15 p.m. President Martin announced that no action was taken in closed session. Larry Jones is out of town and has been excused from the meeting. Jim Qualls led the Pledge of Allegiance.

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

GENERAL PUBLIC COMMENT There was no public comment.

**DISTRICT
PROGRAM
IMPROVEMENT
PROGRESS REPORT
Motion No. 223**

Mimi Bonds, Coordinator, State and Federal Projects, presented the District Program Improvement Progress Report. (Encl. No. 2) As a result of being identified as a Program Improvement District under NCLB requirements, Visalia Unified School District was required to consult with an outside provider for services (Tulare County Office of Education – Guadalupe Solis). Although the district continues to meet approximately 40 of the 42 targets, those two targets are what determined that the district be identified as Program Improvement. The summary report outlined the activities and the progress to date made in three areas (assessment, professional development, and interventions) that VUSD has focused on for the last year after analysis involving stakeholders and TCOE.

Bi-annual progress reports will be submitted to the Governing Board for acceptance to fulfill requirements of the monitoring process.

Jim Qualls moved to accept the District Program Improvement Progress Report. Rob Stephenson seconded the motion. Ayes: All. Motion carried.

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

The Board members' reports included the following:

- Sally Winn, former VUSD School Board Member, passed away last week. The Board extended condolences to her family and friends.
- Attended Adult School LVN ceremony. 55 students graduated. A mother and daughter both graduated in that class.
- Prior to tonight's meeting, attended Kaweah Delta Health Care District's ribbon cutting for their new dialysis center on Tulare Avenue. Commended CEO, Lindsay Mann, and his staff.
- New marquee at Golden West

**FOCUS ON
STUDENT
LEARNING**

**ALTERNATIVE
GOVERNANCE
BOARD REPORT
Motion No. 224**

Jim Sullivan, Coordinator of State and Federal Projects; Carlyn Lambert, Assistant Superintendent of Curriculum/Education Services; and Rob Stephenson, Board Member, presented the Alternative Governance Board Report. (Encl. No. 3)

The Alternative Governance (AG) Board's responsibility includes advising, planning, and monitoring the Program Improvement (PI) activities of schools in PI Phase 3-5 as prescribed by NCLB regulations. Currently the Alternative Governance Board functions in an advisory capacity for the Program Improvement Phase 3 schools and monitors the implementation of restructuring plans for Phase 5 schools. Schools in Phase 3 include: Green Acres and Divisadero Middle Schools, Union and Crowley Elementary Schools. Schools in Phase 5 include: Houston, Fairview, Goshen, Highland, Ivanhoe, and Washington Elementary Schools. The report was a summary of the AG Board's activities for the 2006-2007 school year.

Juan Guerrero moved to approve the Alternative Governance Board Report. Jim Qualls seconded the motion. Ayes: All. Motion carried.

**CONSOLIDATED
APPLICATION
PART 1
Motion No. 225**

Jim Sullivan reviewed the Consolidated Application Part 1. (Encl. No. 4) The Consolidated Application serves as the funding document for major federal and state categorical programs. Part 1 of the Consolidated Application is used to determine funding levels for the 2007-2008 school year.

Rob Stephenson moved to approve the Consolidated Application Part 1. Rodney Elder seconded the motion. Ayes: All. Motion carried.

NEW CSBA BP 0520.1 – HIGH PRIORITY SCHOOLS GRANT PROGRAM – FIRST READING	Superintendent Carrizosa reviewed the first reading of the new or revised policies and regulations that the Board Policy Committee will be recommending for Board approval at the July 10 th meeting. BP 0520.1 – High Priority Schools Grant Program. (Encl. No. 5) The policy reflects new law (AB 2254) authorizing a second cohort of schools to receive High Priority Schools Grant Program funding from the State of California.
NEW STAFF BP 4041- DISTRICT MOBILE DEVICE USE –FIRST READING	BP 4041 – District Mobile Device Use. (Encl. No. 6) A new policy being developed to implement in our district to bring us into alignment to meet new Internal Revenue Service law specific to regulating the issuance and the use of district cell phones.
CSBA BP 4112.21 – INTERNS – FIRST READING	BP 4112.21 – Interns. (Encl. No. 7) Relates to new law qualifying staff as Interns. The policy notes the types of internship programs that are allowable under No Child Left Behind (NCLB) Act and meeting the “Highly Qualified” status.
CSBA REVISION TO BP 4112.42 – DRUG AND ALCOHOL TESTING FOR SCHOOL BUS DRIVERS – FIRST READING	BP 4112.42 – Drug and Alcohol Testing for School Bus Drivers. (Encl. No. 8) AB 1052 includes the federal testing program changing some requirements that were in place for state testing programs. The law is now more strict for bus drivers to be in violation in relationship to the percentage of alcohol that can be present in their system when randomly tested.
CSBA REVISION TO BP 4115 – EVALUATION/ SUPERVISION – FIRST READING	BP 4115 – Evaluation/Supervision. (Encl. No. 9) This policy adds language addressing observation of classroom performance as an evaluation methodology. It aligns the policy with the district’s current practice.
CSBA REVISIONS TO BP 5116 – SCHOOL ATTENDANCE BOUNDARIES – FIRST READING	BP 5116 – School Attendance Boundaries. (Encl. No. 10) The revisions authorize school districts to establish criteria when developing school attendance boundaries, including community and neighborhood identity, school feeder patterns, facility capacity and design, and consistency between municipal boundaries and high school boundaries. This criteria is consistent with what VUSD has used for establishing boundaries in the opening of our last three schools in the absence of any State guidelines.
STAFF REVISION TO BP 5131.4 – STUDENT DISTURBANCES – FIRST READING	BP 5131.4 – Student Disturbances. (Encl. No. 11) Deals with campus safety. Under new law, the revision outlines requirements for staff who believe that there may be a disturbance or that a disturbance is imminent to immediately contact the Principal or designee. At that point, the appropriate level of school crisis response planning will occur.
NEW CSBA BP 5141.27 – FOOD	BP 5141.27 – Food Allergies/Special Dietary Needs. (Encl. No. 12) The new policy addresses strategies to prevent exposure by students to foods to which they are allergic

ALLERGIES/
SPECIAL DIETARY
NEEDS – FIRST
READING and includes proper notification, food substitutions in school meals, avoidance of food allergens, sanitation and cleaning processes, professional development, appropriate supervision of allergic students, and health education. The policy is in alignment with the district’s current practice.

STAFF REVISION
TO MANDATED
AR 5144.1 –
SUSPENSION AND
EXPULSIONS/DUE
PROCESS – FIRST
READING Mandated AR 5144.1 – Suspension and Expulsions/Due Process. (Encl. No. 13) This revision brings the regulation into alignment with law regarding the opportunity for a student who is out on suspension to be able to make up missed work while they are out and how that school work is to be counted and factored into their grade. This revision will lend greater consistency across our district of the implementation.

CSBA REVISION TO
MANDATED BP/AR
6020 – PARENT
INVOLVEMENT –
FIRST READING Mandated BP/AR 6020 – Parent Involvement. (Encl. No. 14) The revision updates language on the types of opportunities for parent involvement, parent rights and program evaluation concerning Title I Schools. It reflects law regarding identifying program objectives and meeting the requirements of Title I funding.

CSBA REVISION TO
BP 6161.2 –
SELECTION AND
EVALUATION OF
INSTRUCTIONAL
MATERIALS – FIRST
READING BP 6161.2 – Selection and Evaluation of Instructional Materials. (Encl. No. 15) The revision reflects AB 607 which requires the Board to make a determination during the sufficiency hearing as to the availability of science laboratory equipment in science laboratory courses.

CSBA REVISION TO
BP 6190 – EVALUA-
TION OF THE
INSTRUCTIONAL
PROGRAM – FIRST
READING BP 6190 – Evaluation of the Instructional Program. (Encl. No. 16) The section on Western Association of Schools and Colleges (WASC) accreditation reflects SB 1577 which requires that the result of any school inspection by an accrediting agency be provided in writing to parents and/or posted on the district’s or school’s website and requires that notice of a school’s loss of accreditation status, and the potential consequences of that loss, also be posted on the websites.

ROUTINE ACTION Rob Stephenson pulled Item No. 8.2.8 – Lease Agreement Between ABLE Industries and Visalia Adult School (Encl. No. 37) because he is employed by ABLE Industries and he will abstain in the vote of that item.

Motion No. 226 Michael Lane moved to approve the remaining Routine Action Items, Encl. No. 17-50. Rodney Elder seconded the motion. Ayes: All. Motion carried.

8.1 ADMINISTRATIVE SERVICES

1. Warrant List - June 1, 2007 through June 8, 2007 (Encl. No. 17)
2. 2006-07 Budget Revision No. 18 (Encl. No. 18)
3. VUSD General Fund Cash Flows as of May 31, 2007 (Encl. No. 19)
4. Resolution - Authorization of Interfund Loans (Encl. No. 20)

5. Resolution - Authorization of Transfers in Accordance with the Budget (Encl. No. 21)
 6. Resolution Authorizing Dedication of Right of Way to the City of Visalia at Pinkham Street and Laura Street for Roadway Purposes (Encl. No. 22)
 7. Five-Year Deferred Maintenance Plan (Encl. No. 23)
 8. Transportation Agreement for Lindsay Unified School (Encl. No. 24)
 9. Approval of Bid 4627 - Elementary School Pictures (Encl. No. 25)
 10. Approval of Bid 4635 - Specialized Waste Removal (Encl. No. 26)
 11. Approval of Bid 4640 - HVAC Replacement - Various Sites (Encl. No. 27)
 12. Vendor Contracts for Various Maintenance and Service Needs (Encl. No. 28)
 13. 2007-08 Facility Use Rates (Encl. No. 29)
- 8.2 AREA ADMINISTRATORS, K-6; 7-12/Adult
1. Student Field Trip Request(s) (Encl. No. 30)
 2. 2007-08 Designation of California Interscholastic Federation (CIF) Representatives to Leagues (Encl. No. 31)
 3. 2007-08 Agricultural Vocational Education Incentive Grant for El Diamante, Golden West, Mt. Whitney, and Redwood High Schools (Encl. No. 32)
 4. Promoting Safe and Stable Families Grant, Goshen Family Resource Center (Encl. No. 33)
 5. Memorandum of Understanding Between VUSD and Pro-Youth/HEART (Encl. No. 34)
 6. Eligible Training Provider Contract Between Tulare County Workforce Investment Board and Visalia Adult School (Encl. No. 35)
 7. Contract Between Visalia Adult School and Estes Institute for Cosmetology (Encl. No. 36)
 8. Lease Agreement Between ABLE Industries and Visalia Adult School (Encl. No. 37)
 9. Visalia Adult School Agreements with Clinical Training Sites for CNA/LVN Students (Encl. No. 38)
 10. Memorandum of Understanding Between Visalia Adult School and Monrovia Growers (Encl. No. 39)
 11. Visalia Adult School Agreements with Clinical Training Sites for LVN Students (Encl. No. 40)
 12. Visalia Adult School Approval of Courses for 2007-08 (Encl. No. 41)
- 8.3 CURRICULUM/EDUCATIONAL SERVICES
1. Request to Attend Conference/Workshop (Encl. No. 42)
 2. Memorandum of Understanding Between VUSD and the California Partnership for Achieving Student Success (CAL-PASS) (Encl. No. 43)
 3. Community Project Service Agreement-College of Sequoias CAL Works/State Work Study and Federal College Work Study Programs (Encl. No. 44)
- 8.4 HUMAN RESOURCES DEVELOPMENT
1. Classified Personnel Report (Encl. No. 45)
 2. Certificated Personnel Report (Encl. No. 46)

3. Consultant Contracts (Encl. No. 47)
 4. Certification of Temporary Athletic Team Coach List for 2007-08 (Encl. No. 48)
 5. Resolution to Continue a “Total Compensation Program” for District Certificated Managers (Encl. No. 49)
- 8.5 SUPERINTENDENT’S OFFICE
1. Minutes of the Board Meeting of June 12, 2007 (Encl. No. 50)

Motion No. 227 Juan Guerrero moved to approve Routine Action Item 8.2.8 (Encl. No. 37). Jim Qualls seconded the motion. Ayes: Elder, Guerrero, Lane, Martin and Qualls. Abstain: Stephenson. Motion carried.

**ADMINISTRATIVE
PANEL RECOM-
MENDATIONS/
ACTION**

EXPULSIONS
Motion No. 228 Michael Lane moved to accept the Administrative Panel Recommendations for Expulsions Case No. 07-134 E, Case No. 07-135 E, Case No. 07-136 E, Case No. 07-137 E, Case No. 07-138 E, Case No. 07-139 E, Case No. 07-140 E, Case No. 07-141 E, Case No. 07-142 E, and Case No. 07-143 E. (Encl. No. 51) Jim Qualls seconded the motion. Ayes: All. Motion carried.

**SUSPENDED
EXPULSIONS**
Motion No. 229 Rodney Elder moved to accept the Administrative Panel Recommendations for Suspended Expulsions Case No. 07-45 SE and Case No. 07-46 SE. (Encl. No. 52) Juan Guerrero seconded the motion. Ayes: All. Motion carried.

GENERAL AGENDA

**2007-08 VUSD
BUDGET
ADOPTION**
Motion No. 230 Christine Statton, Chief Financial Officer, presented the proposed 2007-08 VUSD Budget of \$204,550,767 for adoption. (Encl. No. 53) In accordance with Education Code Section 42103, the Governing Board of each school district shall hold a Public Hearing on the proposed budget. The Public Hearing shall be held for the purpose of permitting any district resident to appear and speak to the Board on any item in the budget. VUSD held this Public Hearing on June 12, 2007.

The budget, as presented, did not reflect the State Budget in its final form and will require future updating and modification. The revised budget will be presented and adopted by the Governing Board no later than 45 days after the signing of the State’s annual budget act.

Rodney Elder moved to approve the 2007-2008 VUSD Budget as presented. Jim Qualls seconded the motion. Ayes: All. Motion carried.

**PUBLIC HEARING –
SCHOOL FACILITY
NEEDS ANALYSIS
AND FEE
DETERMINATION
STUDY** David Loverin, Internal Auditor, presented the School Facility Needs Analysis and Fee Determination Study. (Encl. No. 54) The district has completed a School Facility Needs Analysis, with the assistance of SCI Consulting Group, to determine the permissible alternative school facility fees allowable. The School Facility Needs Analysis is required in order for the district to be able to charge Level 2 residential development fees. In order to adopt the School Facility Needs Analysis and levy the new developer fees, the district

Motion No. 231

must conduct a Public Hearing after the Facility Needs Analysis has been available for public review for a period of at least 30 days. The analysis was made available to the public for review and posted in the *Visalia Times-Delta* on May 25, 2007. This analysis calls for an increase in developer fees for (Level 2) residential development. Adoption of the resolution will increase the developer fees to \$3.48 from \$3.08 per square foot of residential construction (alternative fee). With the approval by the Board, the increase in the developer fees will become effective July 1, 2007. The alternative fee will lapse in one year. VUSD will conduct this analysis annually (effective July 1st) each year.

PUBLIC HEARING

President Martin opened the Public Hearing for School Facility Needs Analysis and Fee Determination Study.

There was no public comment.

Mrs. Martin closed the Public Hearing.

Rob Stephenson moved to approve the School Facility Needs Analysis and Fee Determination Study. Rodney Elder seconded the motion. Ayes: All. Motion carried.

RESOLUTION
ADOPTING
INCREASED
RESIDENTIAL
DEVELOPER FEE
BASED ON THE
APPROVED
SCHOOL FACILITY
NEEDS ANALYSIS
AND FEE
DETERMINATION
Motion No. 232

David Loverin presented the Resolution Adopting Increased Residential Developer Fee Based on the Approved School Facility Needs Analysis and Fee Determination. (Encl. No. 55) District staff has met with officials from the Home Builders Association (HBA), formerly BIA, to discuss the increase.

Rodney Elder moved to approve the Resolution. Juan Guerrero seconded the motion. Ayes: All. Motion carried.

2006-07 YEAR END
REPORT –
INTERNAL
AUDITOR

Mr. Loverin presented the 2006-07 Year End Report – Internal Auditor as an informational item. (Encl. No. 56) It has been the practice of the Administrative Services Department to report to the Board on a periodic basis regarding the status of internal audits and other projects concerning the district. This periodic report presents internal audits and reviews, financial reporting, compliance procedures, and other miscellaneous projects and research conducted by the Internal Audit Department during the period.

NOTICE OF INTENT
TO EMPLOY
CERTIFICATED
PERSONNEL AND
APPROVAL OF
PROVISIONAL
INTERNSHIP
REQUEST
Motion No. 233

Cindi Costa, Assistant Superintendent of Human Resources Development, presented the Notice of Intent to Employ Certificated Personnel and Approval of Provisional Internship Permit Request. (Encl. No. 57) The Provisional Internship Permit (PIP) was created as a response to the phasing out of emergency permits to meet the needs of the district if, after a diligent search has been made, a fully-credentialed teacher cannot be found. This PIP request was for a candidate to fill a position for pre-school special education extended year and to continue for the 2007-08 school year. The candidate would be completing the requirements to demonstrate subject-matter competency.

Jim Qualls moved to approve the Notice of Intent to Employ Certificated Personnel and Approval of Provisional Internship Request. Rodney Elder seconded the motion. Ayes: All. Motion carried.

**SUBJECT MATTER
VERIFICATION
COMMITTEE**
Motion No. 234

Mrs. Costa presented the Subject Matter Verification Committee. (Encl. No. 58) Education Code 44258.3 and Board Policy 4113 allow a district to establish a Subject Matter Verification Committee which will have the responsibility of reviewing and approving the assignment of teachers that have special skills and preparation outside their credential authorization to teach a core class (English, Mathematics, Science, or Social Studies course). This committee will consist of four (4) teachers and four (4) administrators. A list of the committee members along with the length of term was included with this agenda item. The VUSD Plan for Subject Matter Verification Committee will be filed with the Tulare County Office of Education.

Rob Stephenson moved to approve the Subject Matter Verification Committee. Juan Guerrero seconded the motion. Ayes: All. Motion carried.

**EXCELSIOR
SOFTWARE
LICENSE AND
TRAINING**
Motion No. 235

Carlyn Lambert, Assistant Superintendent of Curriculum/Education Services, presented the item regarding Excelsior Software License and Training. (Encl. No. 59) Excelsior Software provides an electronic package to support district student information systems. The package includes system modules for the *PinnaclePlus Gradebook*, Attendance Manager, Parent Internet Viewer, Principal Viewer, E-Mail Notification Utility and District Data Replicator. Together systems create a cohesive student data system that integrates attendance information, classroom achievement records, and parent communication tools across grades K-12. The one-time cost for the training and implementation is \$240,920 for grades K-6 and 9-12. The estimated yearly maintenance costs equal \$44,500. Current and on-going costs will be funded through Title I or TIIG.

Juan Guerrero moved to approve the Excelsior Software License and Training. Rob Stephenson seconded the motion. Ayes: All. Motion carried.

ADJOURNMENT

The meeting was adjourned at 8:30 p.m.

NEXT MEETING

The next regularly scheduled Board meeting will be held on Tuesday, July 10, 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,

Michael Lane
Clerk

Stan A. Carrizosa
Superintendent