SAUGUS UNION SCHOOL DISTRICT

REGULAR MEETING OF THE GOVERNING BOARD

5:30 p.m. Closed Session

6:45 p.m. Public Session

July 09, 2019

MINUTES

Attendance Taken at 5:30 PM:

Present:
Mrs. Laura Arrowsmith
Mr. David Barlavi
Mrs. Julie Olsen
Dr. David Powell
Mr. Christopher Trunkey

I. ORGANIZATIONAL ITEMS

A. Call to Order

Minutes:
President of the Board, Mrs. Olsen, called the Regular Meeting of the Governing Board to order at 5:30 p.m.

B. Public Comments for Closed Session Items

Minutes:
There were no public comments for closed session items.

C. Closed Session

1. Government Code Section 54957.6: Labor Negotiations Negotiating Parties: Saugus Teachers Association/California School Employees Association, Chapter 112/Unrepresented Employees and Saugus Union School District. Negotiator: Superintendent or Designee

2. Government Code Section 54957(b): Public Employee Appointment/Assignment/Reassignment/Discipline/Dismissal/ Release

3. Government Code Section 54957: Superintendent's Evaluation

4. Government Code Section 54956.9(b)(1)(2) and (3): Anticipated Litigation/Significant Exposure to Litigation (# of Potential Cases)

5. Government Code Section 54956.9(d)(1): Conference with Legal Counsel - Existing Litigation (Case #'s)

D. Closed Session Ended

Minutes:
The Board came out of closed session at 6:18 p.m.

E. Convene to Public Session

Minutes:
The Board convened to public session at 6:45 p.m.

F. Pledge of Allegiance

Minutes:
Mrs. Sue Bett, Principal at West Creek Academy, led the Pledge of Allegiance.

G. Report of Closed Session Action

Minutes:
There was nothing to report out of closed session.

H. Approve Agenda for July 9, 2019

Motion Passed: Passed with a motion by Mrs. Laura Arrowsmith and a second by Mr. Christopher Trunkey.
Yes Mrs. Laura Arrowsmith
Yes Mr. David Barlavi
Yes Mrs. Julie Olsen
Yes Dr. David Powell
Yes Mr. Christopher Trunkey

Minutes:
The agenda was approved with moving item IV.A Development Process for School District Foundation before the Consent Calendar.

I. Approve Minutes from the Special Meeting of the Governing Board for June 6, 2019

Motion Passed: Passed with a motion by Dr. David Powell and a second by Mr. David Barlavi.
Yes Mrs. Laura Arrowsmith
Yes Mr. David Barlavi
Yes Mrs. Julie Olsen
Yes Dr. David Powell
Yes Mr. Christopher Trunkey

J. Approve Minutes from the Special Meeting of the Governing Board for June 20, 2019

Motion Passed: Passed with a motion by Mr. Christopher Trunkey and a second by Mrs. Julie Olsen.
Yes Mrs. Laura Arrowsmith
Yes Mr. David Barlavi
Yes Mrs. Julie Olsen
Yes Dr. David Powell
Yes Mr. Christopher Trunkey

K. Approved Minutes from the Regular Meeting of the Governing Board for June 25, 2019

Motion Passed: Passed with a motion by Mr. David Barlavi and a second by Dr. David Powell.
Yes Mrs. Laura Arrowsmith
Yes Mr. David Barlavi
Yes Mrs. Julie Olsen
Yes Dr. David Powell
Yes Mr. Christopher Trunkey

Minutes:
The minutes were approved with the following change to Mr. Barlavi's board report - He attended the promotion ceremony at Tesoro del Valle and Santa Clarita. His grandson attends summer school at Emblem Academy.

II. HEARING SESSION

A. Saugus Teachers Association (STA)

Minutes:
On behalf of STA, Bay Valley Representative for the California Teachers Association, Michelle Murphy, shared the following: People who do not work in the school system see summer as a time for teachers to be on vacation. Those in this room know that isn't true. We have many members that have been working long hours this summer to prepare for our upcoming school year. Thank you to the members of the Pacing and Assessment Committee that have met many times over the summer. These members are working on developing grade level pacing plans, as well as creating new benchmarks to drive our instruction when we return in August. We also know that we have a majority of our membership that work countless hours at home over the summer to prepare their curriculum and plan for their next group of students. In addition to our own members, we want to say thank you to the members of CSEA and management that work behind the scenes over the summer getting our sites and classrooms physically ready for the upcoming school year. Two weeks ago we sent Liz Hand and Steve Goldstein from our executive board to a conference held by The California Labor Management Initiative. They attended with Calvin Wan and Barbara Tapia from CSEA, Pete Bland and Jennifer Stevenson from the District, and Laura Arrowsmith from our Governing Board. The feedback from the team was overwhelmingly positive. Motivational speaker Denis Waitley is quoted for saying, "There are two primary choices in life: to accept conditions as they exist, or accept the responsibility for changing them." STA is looking forward to working with all members of the District to build a stronger culture of collaboration that will improve employee wellness and most importantly, focus on student learning. We would like to thank the District for taking the initiative to send this first group to the conference. We would also like to express our heartfelt appreciation to the members of the team for their willingness to listen to our members' concerns and have some difficult, but honest conversations.

B. California School Employees Association (CSEA), Chapter 112

Minutes:
On behalf of CSEA, Calvin Wan, shared the following: The Superintendent's idea to bring all leadership together to attend the Labor Management Initiative Conference was a success. Together, we learned how to create an even better working environment through more collaboration and events. We would like to see the Saugus leadership team attend October's labor conference.

C. Saugus Administrators Association (SAA)

Minutes:
On behalf of SAA, Sue Bett, Principal at West Creek Academy, shared the following: Quite often when we think of summer, we think about the time off, filled with vacations, BBQs, listening to the waves at the beach and spending time with family and friends. For several of our Saugus family members, summer is not as much about the time off, but about all that they are doing for students during summer school, as well as getting everything ready for students to return to our fifteen schools on August 13th. This summer some of our students have been fortunate to continue their learning at our very own Cedarcreek, Skyblue Mesa, Emblem, and Rio Vista. Our students are already in their third week of summer school and I have heard about how much students enjoy their days. We appreciate our teachers, office staff, paraprofessionals, custodial staff, admin interns, and administrators who enthusiastically embrace each summer school day for our students to continue to practice academic skills in a warm and caring environment. Our Saugus custodians have been busy cleaning our schools and the floors are already shining. Our maintenance department has been dedicated to enhancing our playgrounds, school buildings, and parking lots. I live near Mountainview School and each morning when I wake up and look out my window as well as when I come home in the evening, I can see teams of individuals working on the school roof. We appreciate everyone's efforts and time to ensure our schools and classrooms are ready for students and staff. Our administrators are keeping an eye on enrollment and staffing, as well as meeting with our leadership teams to set goals for the upcoming year and to plan our next steps of working collaboratively through Professional Learning Communities. This summer our Human Resource departments' days have been filled with interviewing and hiring the newest members to our Saugus family. We look forward to meeting and working together with the new members of our Saugus team very soon. Our Saugus Administrators hope that each of you are able to have some wonderful days off this summer and to spend those days however you choose. We would also like to express our gratitude to all of our Saugus team who have been working at our summer schools and to all of those preparing our schools for the magic that begins in the classroom on August 13th. As stated in Learning by Doing "When educators learn to clarify their priorities, to assess the current reality of their situation, to work together, and to build continuous improvement into the very fabric of their collective work, they create conditions for the ongoing learning and self-efficacy essential to solving whatever problems they confront." In Saugus, the collective work of all certificated, classified, management, and board members supports all students. Thank you to each one of the members of our team as Together We Achieve More!

D. Representative from the Child Development Programs

E. Representatives from Parent Leader Organizations

F. Representatives from School Site Councils

G. Superintendent/Cabinet Reports

Minutes:
Mr. Heinlein - The summer projects are updated on Facilities website. Pictures to come soon.

Dr. Hawkins - Where has the summer gone! M&O is working hard at the school sites to make them beautiful for the first day of school. Teachers have been busy in and out of the District Office for training. HR is busy with hiring (50 positions to be filled). I met with the team that attended the California Labor Management Initiative Summer Institute for an update. We will talk later about the fall conference and attendees.

H. Board Reports

Minutes:
Mr. Trunkey - Thank you all for your hard work getting the schools together for the first day of school.

Mr. Barlavi - Thank you for all the hard work being done to get the schools together for the first day of school. Congratulations to the U.S. Women's soccer team for winning the World Cup. Happy Belated 4th of July. Thank you everyone for being here this evening.

Mrs. Arrowsmith - Few events are more joyful and celebratory than 6th grade promotion. Thank you to the administration, 6th grade teams, and most importantly, the class of 2019 at Mountainview and Foster for allowing me to participate in your day. Summer academy is up and running. Ten teachers at Skyblue Mesa have welcomed students and are meeting their learning needs with professionalism and care. Special thanks to Kim Humphries and Ginny Terracciano for showing me around today. As a teacher, I always learn so much from visiting our classrooms and I am reminded about my own practice. Today I was struck by how the amount and type of background knowledge or context students have shapes new learning. I hope that as our teachers' collaborative teams begin to take shape this fall that they will be supported in observing their peers. My visit to campus reminded me of the importance of establishing routines, of welcoming all students into the classroom community, of knowing and directly addressing students' learning needs, of nurturing relationships, and being flexible and resilient. I'm looking forward to visiting our other summer academy sites soon. I've heard good things about PLC training and I am excited to learn more about how our teacher teams will move forward in this area. A few weeks ago, I was part of a team that attended the California Labor Management Initiative conference. What an incredibly boring and nondescript name for such an amazing three days of learning, networking, and team building. Over the three days of learning, I jotted down a number of pithy comments such as leadership is about listening; you can't harvest diversity of thought

without some tension; the less you know, the more you suspect; if you want a return, you have to make an investment. We learned about how important it is for administration, union leaders, and the board to communicate in all directions and to work as a team. We learned about how we can establish collaborative leadership structures. But mostly, I learned about the importance of establishing a collaborative culture built on communication, relationships, and trust. As a team, we found that we have so much in common and I so look forward to continuing this important work in the coming months. As one of our team members has noted, we are the right team at the right time. Partly because we realize the importance of expanding the team and building capacity in others as we move forward. We are inspired and energized to move forward in this work. I recommend sending a team to the next opportunity for training, networking, and team building this October in Cerritos.

Dr. Powell - Nothing to report. Have a safe and productive summer. Stay cool!

Mrs. Olsen - Thank you to all who participated in the CA Labor Management Initiative training last month. It's wonderful to see this happening and I'm excited to see us continue to learn and work together with our labor association leaders. Thank you to all staff working both in and out of the classrooms throughout the summer for summer learning programs, child development programs, maintenance and operations, fiscal, risk management, human resources, and so many others supporting critical ongoing work. We see you and appreciate you! I wish everyone a restful and safe summer.

I. Advanced written requests to address the Board regarding agenda and non-agenda items

III. CONSENT CALENDAR

A. Removal of items from the Consent Calendar

B. Approval of items removed from the Consent Calendar

C. Approval of Consent Calendar

Motion Passed: Passed with a motion by Mr. Christopher Trunkey and a second by Mr. David Barlavi.

Yes Mrs. Laura Arrowsmith
Yes Mr. David Barlavi
Yes Mrs. Julie Olsen
Yes Dr. David Powell
Yes Mr. Christopher Trunkey

D. CONSENT CALENDAR - EDUCATION SERVICES (Isa DeArmas)

1. Conference Attendance Report

2. Field Trip and Assembly Report

3. Approve NextGen Math,Saugus Contract #19-20-421

4. Approve NextGen Math, Train the Trainer Model (Saugus Contract # 19-20-422)

5. California Student Data Privacy Agreement with NextGen Math (Exhibit "E") (Saugus Contract # 19-20-423)

6. You Can Teach Math (Saugus Contract # 19-20-424)

7. Ratification Center for Autism and Related Disorders, LLC (CARD) (Saugus Contract # 19-20-029)

8. Ratification of McRory Pediatric Services, Inc. (Saugus Contract # 19-20-035)

9. Ratification of The Sign Language Company (Saugus Contract # 19-20-048)

10. Ratification of Haynes Family of Programs S.T.A.R. Academy (Services That Accelerate Results) (Saugus Contract # 19-20-034)

11. Ratification of New Mediscan II, LLC DBA Mediscan Staffing Services (Saugus Contract # 19-20-045)

12. Ratification of Therapy In Action (Saugus Contract # 19-20-047)

E. CONSENT CALENDAR - HUMAN RESOURCES (Jennifer Stevenson)

1. Personnel Report 19/20-1

2. Alliant University (Saugus Contract # 19-20-340)

3. Emerson College (Saugus Contract # 19-20-341)

4. Provisional Internship Permit for Rebecca Stivers

5. Speech Language Pathology Services Credential Waiver for Jessica Peeples

F. CONSENT CALENDAR - BUSINESS (Nick Heinlein)

1. Gifts & Donations to the District

2. Active Purchase Orders

3. Commercial Warrants

4. Reject all bids for the Highlands School New Flex Classroom Building Site Work, at Highlands Elementary School

5. Ratification of Karnak Developments Inc. (Saugus Contract # 18-19-191) for the Light Weight Concrete, for the New Second Floor SST Offices at the District Office

6. Ratification of Leach Group, Inc. (Saugus Contract # 18-19-192) In-plant Inspection Services for the Highlands School New Flex Classroom Building

7. Ratification of GHM Construction LLC. (Saugus Contract # 18-19-193) for the New Ceiling and Lights in the SST Offices and Lights in Various Offices at the District Office

8. Ratification of Los Angeles County Office of Education (LACOE), (Saugus Contract # 19-20-050) for PeopleSoft Financial Systems

9. Floor Connection, Inc. (Saugus Contract #19-20-040) for Bridgeport School Multi-Purpose Room New Flooring Installation Project

10. Floor Connection, Inc. (Saugus Contract #19-20-041) for North Park School Multi-Purpose Room New Flooring Installation Project

11. Redrock Security & Cabling, Inc. (Saugus Contract #19-20-042) for the Charles Helmers School Security System Door Locks Project Pursuant to Public Contract Code Section 20118

12. Redrock Security & Cabling, Inc. (Saugus Contract #19-20-043) for the Plum Canyon School Security System Door Locks Project Pursuant to Public Contract Code Section 20118

13. Redrock Security & Cabling, Inc. (Saugus Contract #19-20-044) for the Santa Clarita School Security System Door Locks Project Pursuant to Public Contract Code Section 20118

14. Pacific Mechanical Service, Inc. (Saugus Contract # 19-20-049) Install a New HVAC unit and curb, for the New SST Offices at the District Office

15. Notice of Completion - XLNT Tint of Anaheim, Inc. (Saugus Contract # 18-19-149) Provide and Install Security Window Tint Project at the District Office

16. Notice of Completion - RC Becker and Son, Inc. (Saugus Contract # 18-19-182) Installation of Stamped Concrete Project at the District Office

17. Notice of Completion - Redrock Security & Cabling, Inc. (Saugus Contract # 18-19-131) for the Electronic Locks Project at Cedarcreek Elementary School, Child Development Programs (CDP), Pursuant to Public Contract Code Section 20118

18. Notice of Completion - Redrock Security & Cabling, Inc. (Saugus Contract # 18-19-132) for the Electronic Locks Project at Emblem Academy Child Development Programs (CDP), Pursuant to Public Contract Code Section 20118

19. Notice of Completion - Redrock Security & Cabling, Inc. (Saugus Contract # 18-19-133) for the Electronic Locks Project at Highlands Elementary School, Child Development Programs (CDP), Pursuant to Public Contract Code Section 20118

20. Notice of Completion - Redrock Security & Cabling, Inc. (Saugus Contract # 18-19-134) for the Electronic Locks Project at James Foster Elementary School, Child Develop Programs (CDP), Pursuant to Public Contract Code Section 20118

21. Notice of Completion - Redrock Security & Cabling, Inc. (Saugus Contract # 18-19-135) for the Electronic Locks Project at Rio Vista Elementary School, Child Development Programs (CDP), Pursuant to Public Contract Code Section 20118

22. Notice of Completion - Redrock Security & Cabling, Inc. (Saugus Contract # 18-19-136) for the Electronic Locks Project at Rosedell Elementary School Child Development Programs (CDP), Pursuant to Public Contract Code Section 20118

23. Notice of Completion - Redrock Security & Cabling, Inc. (Saugus Contract # 18-19-137) for the Electronic Locks Project at Skyblue Mesa Elementary School, Child Development Programs (CDP), Pursuant to Public Contract Code Section 20118

24. Notice of Completion - Redrock Security & Cabling, Inc. (Saugus Contract # 18-19-138) for the Electronic Locks Project at Tesoro del Valle Elementary School, Child Development Programs (CDP), Pursuant to Public Contract Code Section 20118

25. Notice of Completion - Redrock Security & Cabling, Inc. (Saugus Contract # 18-19-139) for the Electronic Locks Project at West Creek Academy, Child Development Programs (CDP), Pursuant to Public Contract Code Section 20118

G. CONSENT CALENDAR - SUPERINTENDENT (Colleen Hawkins)

1. Linda Lee Low (Saugus Contract # 19-20-051)

2. Communication Resources for Schools (Saugus Contract # 19-20-052)

IV. PRESENTATIONS

A. Development Process for School District Foundation

Minutes:
Dr. Hawkins presented a PowerPoint which outlined the purpose of a foundation, goals & objectives, experience and expertise of the consultant (Mr. Tom DeLapp), proposed process for creation, role of the consultant and timeline. The timeline includes: Organizing Committee, Filing Incorporation Documents, Structure & Electing Officers, Publicity & Awareness Building, Strategic Planning and Fund Development Campaign. The Board is very excited about forming a foundation.

V. EDUCATION SERVICES

VI. HUMAN RESOURCES

A. Approve update on Confidential-Unrepresented Salary Schedule

Motion Passed: Passed with a motion by Dr. David Powell and a second by Mrs. Laura Arrowsmith.
Yes Mrs. Laura Arrowsmith
Yes Mr. David Barlavi
Yes Mrs. Julie Olsen
Yes Dr. David Powell
Yes Mr. Christopher Trunkey

B. Declare there were no Williams Uniform Complaint filed during the 4th quarter of 2018-19 in accordance with the law

Motion Passed: Passed with a motion by Mr. David Barlavi and a second by Mrs. Julie Olsen.
Yes Mrs. Laura Arrowsmith
Yes Mr. David Barlavi
Yes Mrs. Julie Olsen
Yes Dr. David Powell
Yes Mr. Christopher Trunkey

VII. BUSINESS SERVICES

A. Approve Karnak Developments Inc. Change Order #1 (Saugus Contract # 18-19-140) for the Selective Demolition on the First Floor at the District Office.

Motion Passed: Passed with a motion by Mr. Christopher Trunkey and a second by Dr. David Powell.
Yes Mrs. Laura Arrowsmith
Yes Mr. David Barlavi
Yes Mrs. Julie Olsen
Yes Dr. David Powell
Yes Mr. Christopher Trunkey

B. Approve RC Becker and Son, Inc. Change Order #1 (Saugus Contract # 18-19-182) Installation of Stamped Concrete at the District Office

Motion Passed: Passed with a motion by Dr. David Powell and a second by Mrs. Laura Arrowsmith.
Yes Mrs. Laura Arrowsmith
Yes Mr. David Barlavi
Yes Mrs. Julie Olsen
Yes Dr. David Powell
Yes Mr. Christopher Trunkey

C. Approve Resolution 2019-20 # 13 Use of Redrock Security & Cabling, Inc. "Piggyback Statue" Pursuant to Public Contract Code Section 20118

Motion Passed: Passed with a motion by Mr. Christopher Trunkey and a second by Dr. David Powell.
Yes Mrs. Laura Arrowsmith
Yes Mr. David Barlavi
Yes Mrs. Julie Olsen
Yes Dr. David Powell
Yes Mr. Christopher Trunkey

D. Approve the subcommittee's recommendation to appoint applicants as members of the Measure EE Citizens Oversight Committee

Motion Passed: Passed with a motion by Mr. Christopher Trunkey and a second by Mrs. Laura Arrowsmith.
Yes Mrs. Laura Arrowsmith
Yes Mr. David Barlavi
Yes Mrs. Julie Olsen
Yes Dr. David Powell
Yes Mr. Christopher Trunkey

Minutes:
Mr. Trunkey thanked all the returning members.

E. Approval of declaring certain District owned property as surplus

Motion Passed: Passed with a motion by Mr. David Barlavi and a second by Mrs. Laura Arrowsmith.
Yes Mrs. Laura Arrowsmith
Yes Mr. David Barlavi
Yes Mrs. Julie Olsen
Yes Dr. David Powell
Yes Mr. Christopher Trunkey

VIII. GENERAL FUNCTIONS

A. Selecting a second Board Member to serve on the District Labor Management Initiative Team

Minutes:
Mrs. Arrowsmith gave a brief overview of the California Labor Management Initiative Summer Institute conference. The Board discussed selecting an additional Board Member to attend the next conference. The next conference will be held in Cerritos, October 23-24, 2019. This item will be brought back in August for further discussion.

B. Approve Resolution 2019-20 # 14, a resolution of the Governing Board of the Saugus Union School District, declaring an excused absence from a Special Board Meeting for Christopher Trunkey

Motion Passed: Passed with a motion by Dr. David Powell and a second by Mrs. Julie Olsen.
Yes Mrs. Laura Arrowsmith
Yes Mr. David Barlavi
Yes Mrs. Julie Olsen
Yes Dr. David Powell
Abstain Mr. Christopher Trunkey

C. Approve Resolution 2019-20 # 15, a resolution of the Governing Board of the Saugus Union School District, declaring an excused absence from a Regular Board Meeting for Laura Arrowsmith

Motion Passed: Passed with a motion by Mr. Christopher Trunkey and a second by Mr. David Barlavi.
Abstain Mrs. Laura Arrowsmith
Yes Mr. David Barlavi
Yes Mrs. Julie Olsen
Yes Dr. David Powell
Yes Mr. Christopher Trunkey

IX. FUTURE BOARD MEETINGS/AGENDA ITEMS

A. Regular Board Meetings for 2019 - August 6, August 20, September 3, September 24, October 15, October 29, November 12 and December 10 (Organizational)

B. Special Board Meetings (Board/Superintendent Team Building) for 2019: August 10 and November 2

Minutes:
Dr. Hawkins suggested inviting Tom DeLapp, Communication Resources for Schools, to attend the Special Board Meeting on Saturday, August 10 to discuss the foundation timeline and goals.

C. Future Agenda Items/Reports

1. Safety Update - August 2019

2. Technology Update - August 2019

X. RECESS

XI. CLOSED SESSION

Minutes:
The Board did not go into closed session.

A. Government Code Section 54957.6: Labor Negotiations Negotiating Parties: Saugus Teachers Association/California School Employees Association, Chapter 112/Unrepresented Employees and Saugus Union School District. Negotiator: Superintendent or Designee

B. Government Codes Section 54957: Public Employee Appointment/Assignment/Reassignment/Discipline/Dismissal/Release

C. Government Code Section 54957: Superintendent's Evaluation

D. Government Code Section 54956.9(b)(1)(2) and (3): Anticipated Litigation/Significant Exposure to Litigation (# of Potential Cases)

E. Government Code Section 54956.9(d)(1): Conference with Legal Counsel - Existing Litigation (Case #'s)

XII. ADJOURNMENT

Motion Passed: Passed with a motion by Mr. Christopher Trunkey and a second by Mrs. Julie Olsen.
Yes Mrs. Laura Arrowsmith
Yes Mr. David Barlavi
Yes Mrs. Julie Olsen
Yes Dr. David Powell
Yes Mr. Christopher Trunkey

Minutes:
The meeting was adjourned at 8:15 p.m.

Approved August 6, 2019

Julie Olsen, President

David Powell, Clerk

Colleen Hawkins, Superintendent