

**SPENCER VALLEY SCHOOL DISTRICT  
BOARD OF DIRECTORS BOARD MEETING MINUTES  
SEPTEMBER 13, 2017**

**I. PRELIMINARY SECTION FOR REGULAR BOARD MEETING**

**A. CALL TO ORDER:** Lisa Boyer called the meeting to order at 5:06 P.M.

**B. ROLL CALL:**

**MEMBERS PRESENT:** Cristi Lewis, Board Member  
Carol Frausto, Board Member via Phone

**MEMBERS ABSENT:** Lisa Boyer, Board President/Clerk

**ALSO PRESENT:** Julie Z. Weaver, Superintendent  
Kathleen McKenzie, Business Manager

**WELCOME GUESTS:** None.

**C. APPROVAL OF BOARD MEETING MINUTES:**

The Board approved the Minutes of the August 9<sup>th</sup> Regular Meeting.

**Motion: Lewis      Seconded: Frausto    Approved: 2    Abstained: 0    Absent: 1**

**D. ADOPTION OF AGENDA**

The Board approved the Agenda with no changes.

**Motion: Frausto    Seconded: Lewis    Approved: 2    Abstained: 0    Absent: 1**

**II. PRESENTATIONS AND RECOGNITIONS:** The Board recognized Lora Duzyk, recently retired Assistant Superintendent of Business Services, for the SDCOE for 30 years of service to students in the field of school business.

**III. HEARING OF THE PUBLIC:** None

**IV. REPORT SECTION – Oral**

**A. Staff Sharing**

- NWEA testing is complete for RH and ongoing for OSH students. It is used as a local measure for initial assessment of students.
- Summer training has enabled teachers to more deeply implement the Wonders program.
- New EL students will be tested by T. McFarland.
- Open House was well attended, with only 3 families absent. Many parents expressed interest in volunteering.
- RH students will be taking music on Friday afternoons while OSH students garden. The schedule will switch in the spring.
- RH students will be making cupcakes as part of a lesson including following multi step directions.
- RH teachers are looking into a field trip to the Barona museum at the end of September.
- CalFire will be on campus on Friday September 15 to present to all students.
- OSH will be entering an apple pie contest.
- A lower grade teacher attended a gardening grant writing workshop.

**B. Superintendent/Principal Report**

The Superintendent reported:

- CAVA is reaching out to local realtors in an ongoing effort to resolve issues brought up regarding student testing centers.
- CELDT testing for newly enrolled EL students will take place by month's end.

- Policies for ELD students and the former Master Plan for English Learners are being reviewed and updated.
- Josh Brown, school psychologist, will present information on Mind Up Curriculum (used at RUSD), Trauma Informed Teaching Practices, RtI, and Restorative Practices and how they are integrated into the Student Study Team process that he will be heading up this year.
- Math Night is scheduled for September 29<sup>th</sup>. The date may be negotiable so all families may attend.
- A new agenda template has been implemented for staff meetings.
- The new Vista Hill counselor will start on Monday.
- The High School is ready to start the partnership for the Science, Economics and Arts Program.
- Running club has started and is once again very well attended.
- A Special Education submission regarding disproportionality within CAVA@SD has been made to the state. The submission included EL Board Policies.
- She would like to attend SLS, formerly ELSS, on September 22<sup>nd</sup> and 3 other dates this year, depending on the total overall cost.

#### C. Enrollment

The Superintendent reported:

- Current enrollment is 37 students.
- August attendance rate was 96%.

#### D. Curriculum and Instruction

The Superintendent reported:

- The teachers have an opportunity to attend training in Borrego on September 22 to support Balanced Literacy.
- History/Social Science tool kit and adoption process will be facilitated by the small school districts.
- Mind Up will be presented by Josh Brown to all staff and parents attending the School Site Council and LCAP Parent Advisory Committed meetings.
- A parent volunteer may need to be responsible for organizing laboratory materials for Mystery Science.
- Who's Doing the Work? was ordered to support a balanced literacy approach. It will be studied together by staff throughout the school year.
- Jorge Cuevas Antillon and Cynthia Craft from the SDCOE demonstrated Error Correction in Reading Records in real time with Spencer Valley teachers and select students. A request has been made for them to return for additional training.

#### E. Facility Update

The Superintendent reported:

- New irrigation as installed in the garden beds.
- Per code, a microphone system needs to be added to the new fire alarm system.
- Some trees need to be trimmed for safety. Calls have been made to tree trimming companies.
- A new booster pump and backflow prevention device were installed.
- Prop. 39 Upgrades will be delayed until Spring/Summer 2018.

#### F. Business Report

The Business Manager reported:

- There are some changes in the Uniform Complaint Procedure administrative regulation. Updated copies will be given to all staff.
- She attended the second weekend of CBO Training. Topics included an overview of school business.
- She attended a countywide CBO Meeting at SDCOE and a GASB 34 Workshop offered by CASBO.

**V. ACTION ITEMS FOR CONSIDERATION AND APPROVAL**

- A. Student Transfer requests for 2017-2018 school year
- B. Master Contract for Special Education Student services between SVESD and Vista Hill for 17-18
- C. Master Contract for Special Education Student services between SVESD and Therapeutic Approach to Growth for 17-18
- D. Master Contract for Special Education Student services between SVESD and ProCare Therapy, Inc. for 17-18
- E. Gann Limit resolution for 17-18
- F. 2016-2017 Unaudited Actuals Budget
- G. Contract for Legal Services with Hatch & Cesario, Attorneys-at-Law
- H. Revised Educator Effectiveness Expenditure Plan
- I. MOU between SVESD, 40 additional County school districts using PeopleSoft and the SDCOE to Resolve Current Issues Resulting from the PeopleSoft Implementation and to Develop a Strategy to Continue to Improve Performance Regarding the Same
- J. New Hires for 17-18 Substitute Teachers
- K. Approve Updated Board Policies and Administrative Regulations
- L. Contract with Music Specialist for 17-18
- M. Instructional Materials Resolution for 2017-2018

**A. Student Transfer requests for 2017-2018 school year.**

**PROPOSAL:** To approve student transfer requests.

**BACKGROUND:** One student from WUSD into SVS. Seven students from JUESD into SVS.

**BUDGET IMPLICATIONS:** Schools rely on Average Daily Attendance (ADA) for funding.

**ACTION(S):** The Board approved the requested transfers.

**Motion: Lewis      Seconded: Frausto    Approved: 2    Abstained: 0    Absent: 1**

**B. Master Contract for Special Education Student services between SVESD and Vista Hill for 17-18**

**PROPOSAL:** To renew the agreement between Vista Hill and SVS for the 2017-2018 school year to provide student access to a variety of mental health services, including ongoing and short-term counseling options for students in crises that are affecting their academic performance.

**BACKGROUND:** SVS has used the counseling services of Vista Hill on an as-need, hourly basis. However, California State law requires school districts also to be responsible for student mental health services, making it necessary for SVS to have a contract for such services in place, and so that Vista Hill may staff accordingly.

**BUDGET IMPLICATIONS:** Services billed at \$4250/year for the SVS portion of Vista Hill staffing.

**ACTION(S):** The Board approved the Master Contract.

**Motion: Frausto    Seconded: Lewis    Approved: 2    Abstained: 0    Absent: 1**

**C. Master Contract for Special Education Student services between SVESD and Therapeutic Approach to Growth for 17-18**

**PROPOSAL:** To approve the Master Contract for qualified personnel for behavioral intervention services, speech and language therapy, occupational therapy, and educational services.

**BACKGROUND:** Required to support ongoing student IEP services per a settlement agreement.

**BUDGET IMPLICATIONS:** Services billed at contracted rates.

**ACTION(S):** The Board approved the Master Contract.

**Motion: Frausto    Seconded: Lewis    Approved: 2    Abstained: 0    Absent: 1**

**D. Master Contract for Special Education Student services between SVESD and ProCare Therapy, Inc. for 17-18**

**PROPOSAL:** To approve Master Contract for qualified personnel for SAI services and Special Education Case Manager as needed.

**BACKGROUND:** Required to support ongoing student IEP services.

**BUDGET IMPLICATIONS:** Estimate annual charges NTE \$50,000.

**ACTION(S):** The Board approved the Master Contract.

**Motion: Frausto    Seconded: Lewis    Approved: 2    Abstained: 0    Absent: 1**

**E. Gann Limit Resolution for 17-18**

**PROPOSAL:** To approve the Gann Limit resolution for the 2017-2018 fiscal year.

**BACKGROUND:** Required by California constitution. In November of 1979, the California electorate adopted Proposition 4, commonly called the Gann Amendment, which added Article XIII-B to the California constitution, to establish maximum appropriation limitations, commonly called "Gann Limits," for public agencies, including school districts.

**BUDGET IMPLICATIONS:** Establishes appropriation limitations to the budget.

**ACTION(S):** The Board adopted the 17-18 Gann Limit.

**Motion: Frausto    Seconded: Lewis    Approved: 2    Abstained: 0    Absent: 1**

**F. 2016-2017 Unaudited Actuals Budget**

**PROPOSAL:** To close the financial budget for 16-17 per state requirements.

**BACKGROUND:** Each year the California School Board must present the final closing accounting of the previous year's budget to the state, which will be submitted for final audit.

**BUDGET IMPLICATIONS:** Budget is presented as required by the state.

**ACTION(S):** The Board approved the 16-17 Unaudited Actual Budget.

**Motion: Lewis    Seconded: Frausto    Approved: 2    Abstained: 0    Absent: 1**

**G. Contract for Legal Services with Hatch & Cesario, Attorneys-at-Law**

**PROPOSAL:** To approve renewal of the contract for legal services with Hatch & Cesario.

**BACKGROUND:** The District wishes to seek advice from Hatch & Cesario on legal matters affecting the District.

**BUDGET IMPLICATIONS:** TBD based on need.

**ACTION(S):** The Board approved the contract.

**Motion: Lewis    Seconded: Frausto    Approved: 2    Abstained: 0    Absent: 1**

#### **H. Revised Educator Effectiveness Expenditure Plan**

**PROPOSAL:** To comply with AB 104, Section 58 and SB 103, Section 8, specifying how Educator Effectiveness funds are to be expended.

**BACKGROUND:** Spencer Valley received a one-time fund amount of \$7,333. The funds can be spent out over 3 years (15-16, 16-17 and 17-18). The School Board previously approved a plan for use of the money as follows: \$6,000 on beginning teacher support and assessment (BTSA) and mentoring, and \$1,333 on professional development related to the adoption of new state content standards/materials.

It was proposed at the August 9, 2017 Regular Board Meeting to revise the spending plan to allocate all remaining revenue to professional development. Thus, the proposed new plan is as follows: \$3,926 on beginning teacher support and assessment (BTSA) and mentoring, and \$3,407 on professional development.

**BUDGET IMPLICATIONS:** Spencer Valley received a one-time fund amount of \$7,333. To date, \$3,926 has been spent toward beginning teacher support and assessment (BTSA) and mentoring and \$595 has been spent on professional development. The remaining funds (\$2812) will be spent on professional development.

**ACTION(S):** The Board approved the revised expenditure plan.

**Motion:** Lewis      **Seconded:** Frausto   **Approved:** 2   **Abstained:** 0   **Absent:** 1

#### **I. MOU between SVESD, 40 additional County school districts using PeopleSoft and the SDCOE to Resolve Current Issues Resulting from the PeopleSoft Implementation and to Develop a Strategy to Continue to Improve Performance Regarding the Same**

**PROPOSAL:** To approve a MOU between the SDCOE and SVESD, joined by 40 additional County school districts.

**BACKGROUND:** In 2013, as part of its Modernization, Improvement, and Transformation Initiative (“MITI”), SDCOE expressed the desire to implement a County-wide Enterprise Resource Planning (“ERP”) system, called PeopleSoft. SDCOE intended to modernize systems across the County – which previously varied both in software type and functionality – in order to allow SDCOE to provide human capital management to the County’s school districts. SDCOE endeavored to provide a County-wide, fully functioning, integrated ERP solution to replace existing software systems throughout San Diego County for and with County school districts in an effort to provide greater ease of use and more consistent monitoring and oversight from SDCOE.

In order to commence implementation, SDCOE and County school districts entered into a series of Memorandums of Understanding and Memorandums of Agreement (“Prior MITI MOUs”).

Pursuant to the Prior MITI MOUs, each of the participating County school districts were required to contribute two forms of payment to SDCOE: initial one-time implementation costs and continuing annual maintenance, upgrade, and support fees. SDCOE’s MITI Implementation continues to develop functionality to be fully implemented as promised in the original ERP scope included in County school districts’ Prior MITI MOUs. As such, SDCOE did not foresee or forewarn County school districts that there may be unanticipated additional costs associated with the MITI implementation, such as the funding of new positions, training, and overtime expenses to ensure compliance with required deadlines.

County school districts and SDCOE have mutually determined that it is in the best interest of all parties to together to identify and resolve issues and concerns related to

SDCOE's MITI Implementation pursuant to the terms and conditions contained within this MOU.

**BUDGET IMPLICATIONS:** A refund of 25% of the initial implementation fees with no County LEA receiving less than \$1000. Fees for 17-18 and 18-19 will be waived until a steering committee assesses the system and support services. Future maintenance and support fees will be reestablished at a rate not to exceed the 17-18 published fees, increased by the 17-18 and 18-19 COLAs in the State Budget.

**ACTION(S):** The Board approved the MOU.

**Motion: Frausto    Seconded: Lewis    Approved: 2    Abstained: 0    Absent: 1**

#### **J. New Hires for 17-18 Substitute Teachers**

**PROPOSAL:** To add additional teachers to the SVS substitute teacher pool.

**BACKGROUND:** Substitute teachers are necessary when regular teachers are out of the classroom.

**BUDGET IMPLICATIONS:** \$125/day from General Fund.

**ACTION(S):** The Board approved the hire of Douglas Wallis.

**Motion: Frausto    Seconded: Lewis    Approved: 2    Abstained: 0    Absent: 1**

#### **K. Approve Updated Board Policies and Administrative Regulations**

**PROPOSAL:** To approve the updated Board Policies and Administrative Regulations.

**BACKGROUND:** CSBA updates board policies and administrative regulations 5 times a year based on legislative changes. Updated policies and regulations include

|                       |                   |                         |                  |
|-----------------------|-------------------|-------------------------|------------------|
| <u>BP 0000</u>        | <u>BP 2121</u>    | <u>BP 4312.1</u>        | <u>E 6161.1</u>  |
| <u>BP 0100</u>        | <u>BP 3551</u>    | <u>AR 5145.3</u>        | <u>BP 7214</u>   |
| <u>E 0420.41</u>      | <u>AR 3551</u>    | <u>BP 6142.93</u>       | <u>BB 9012</u>   |
| <u>BP 1312.3</u>      | <u>AR 3580</u>    | <u>BP 6144</u>          | <u>BB 9121</u>   |
| <u>AR 1312.3</u>      | <u>AR 4112.2</u>  | <u>BP 6145</u>          | <u>BB 9220</u>   |
| <u>BP 1340</u>        | <u>AR 4112.61</u> | <u>BP 6161.1</u>        | <u>BB 9400</u>   |
|                       | <u>DELETE BP</u>  |                         | <u>DELETE AR</u> |
| <u>DELETE AR 0000</u> | <u>4112.61</u>    | <u>DELETE BP 5112.2</u> | <u>5111.12</u>   |

**BUDGET IMPLICATIONS:** None.

**ACTION(S):** The Board reviewed and approved the updated policies and deleted the indicated policies.

**Motion: Frausto    Seconded: Lewis    Approved: 2    Abstained: 0    Absent: 1**

#### **L. Contract with Music Specialist for 17-18**

**PROPOSAL:** To contract with William Jones as a Music Specialist for 17-18.

**BACKGROUND:** To provide weekly music lessons.

**BUDGET IMPLICATIONS:** \$32/hour, NTE 100 hours for 17-18 school year, paid from EIA and CAVA funds.

**ACTION(S):** The Board approved the contract.

**Motion: Frausto    Seconded: Lewis    Approved: 2    Abstained: 0    Absent: 1**

#### **M. Instructional Materials Resolution for 2017-2018**

**PROPOSAL:** To comply with Ed. Code 60119.

**BACKGROUND:** E.C. 60119 requires all schools to provide sufficient instructional materials to each pupil for: Math/Science/History-Social Studies/English/Language arts; as well as having (per Bill 1061, section 33126) sufficient performing arts textbooks/instructional materials. Spencer Valley School has purchased and developed district instructional materials for each grade in compliance with Ed. Code,

and presented the adopted materials to parents during Back-to-School Night on August 29, 2017. We also have CAVA materials available to use in the classrooms.  
**BUDGET IMPLICATIONS:** Textbooks are funded from the unrestricted general fund and Lottery Restricted funds.  
**ACTION(S):** No action was taken.

**VI. CONSENT ITEMS**

A. Approve August 2017 Commercial Warrants.

**Motion: Frausto    Seconded: Lewis    Approved: 2    Abstained: 0    Absent: 1**

**VII. ADJOURNMENT**

**The Board adjourned at 6:40 P.M.  
The next regularly scheduled meeting will be:  
October 11, 2017 at 5:00 P.M. at Spencer Valley School.**



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Lisa Boyer, President/Clerk



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Julie Z. Weaver, Superintendent



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Kathleen McKenzie, Chief Business Official