

# San Pasqual Union School District

*The Little School in the Valley*

15305 Rockwood Road, Escondido, CA 92027-6700

Phone 760-745-4931 Fax 760-745-2473 E-Mail [spusd@sanpasqualunion.net](mailto:spusd@sanpasqualunion.net)

Website: [www.sanpasqualunion.net](http://www.sanpasqualunion.net)

## BOARD OF EDUCATION REGULAR MEETING

Tuesday, May 14, 2019, at San Pasqual Union School

5:30 p.m. Regular Session

### I. CLOSED SESSION (4:00 pm Conference Room)

- A. Conference re: Potential Litigation (1 case) (GC – 54956.9)
- B. Personnel Matters - (GC§54957.6) appointments, transfers, resignations and/or reassignments.
- C. Negotiations (GC- 54957.6)
- D. Evaluation of Superintendent /Principal Performance (GC§54957, 54954)

### II. CALL TO ORDER

Angie Baker, President \_\_\_\_\_

Tim Spivey, Vice President \_\_\_\_\_

Dara Czerwonka, Clerk \_\_\_\_\_

John Merz, Member \_\_\_\_\_

Matthew Zdunich, Member \_\_\_\_\_

Mark Burroughs, Supt /Secretary \_\_\_\_\_

Pamela Hansen, Recording Secretary \_\_\_\_\_

### III. OPEN SESSION (5:30 Trussell Hall)

- E. WELCOME TO GUESTS AND PLEDGE OF ALLEGIANCE
- F. Report of Action taken in Closed Session
- G. HEARING OF THE PUBLIC: Persons wishing to speak to an item on the agenda or another topic that lies within the Board's jurisdiction.
- H. APPROVAL OF AGENDA AND MINUTES: Current agenda and minutes of the 4/9/19 regular meeting and the 5/8/19 special meeting. Any changes for either the full agenda or the consent calendar must be made at this time.

Action \_\_\_\_\_

Motion By \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

Vote: Baker \_\_\_\_\_ Czerwonka \_\_\_\_\_ Merz \_\_\_\_\_ Spivey \_\_\_\_\_ Zdunich \_\_\_\_\_

- I. CURRICULUM REPORT – 5th grade Biz Town
- J. PTO / Foundation Update
- K. FACILITIES REPORT: Summer Projects and Preventive Maintenance Plan

- L. LCAP update - Mark Burroughs
- M. SUPERINTENDENT REPORT

**IV. ACTION/DISCUSSION**

- N. APPROVAL OF MOU with The Elizabeth Hospice to provide grief groups on site for students in need at no cost to the district. The effective time period of this agreement is to be 4/8/19-6/30/22. This agreement may be terminated by either party with or without cause.

*Action* \_\_\_\_\_  
*Motion By* \_\_\_\_\_ *Seconded by* \_\_\_\_\_ *Vote* \_\_\_\_\_  
*Vote: Baker* \_\_\_\_\_ *Czerwonka* \_\_\_\_\_ *Merz* \_\_\_\_\_ *Spivey* \_\_\_\_\_ *Zdunich* \_\_\_\_\_

- O. APPROVAL OF MOU with Sandy Hook Promise Foundation (“SHPF”), a non-profit IRC 501(c) (3) organization. SHPF and Affiliates agree to educate middle school students about SHPF’s no-cost Say Something Anonymous Reporting System (SS-ARS) commencing August 2019. SS-ARS teaches students how to look for warning signs, signals and threats, especially in social media, from individuals who may want to hurt themselves or others and to “Say Something” to a trusted adult or by using the Anonymous Reporting System.

*Action* \_\_\_\_\_  
*Motion By* \_\_\_\_\_ *Seconded by* \_\_\_\_\_ *Vote* \_\_\_\_\_  
*Vote: Baker* \_\_\_\_\_ *Czerwonka* \_\_\_\_\_ *Merz* \_\_\_\_\_ *Spivey* \_\_\_\_\_ *Zdunich* \_\_\_\_\_

- P. DECLARATION OF NEED: Annual form submitted to the California Commission on Teacher Credentialing (CCTC) by county offices of education, public school districts, state-wide agencies or non-public schools or agencies. This form contains the employing agency’s estimated number of Emergency Permits that may be requested during the school year.

*Action* \_\_\_\_\_  
*Motion By* \_\_\_\_\_ *Seconded by* \_\_\_\_\_ *Vote* \_\_\_\_\_  
*Vote: Baker* \_\_\_\_\_ *Czerwonka* \_\_\_\_\_ *Merz* \_\_\_\_\_ *Spivey* \_\_\_\_\_ *Zdunich* \_\_\_\_\_

- Q. APPROVAL OF RESOLUTION #18-19-14: Staff recommends the Board adopt the resolution designating Mark Burroughs, Rhonda Brown, Christine English, and Tammy Lee as the authorized agents to receive mail and pick up warrants at SDCOE.

*Action* \_\_\_\_\_  
*Motion By* \_\_\_\_\_ *Seconded by* \_\_\_\_\_ *Vote* \_\_\_\_\_  
*Vote: Baker* \_\_\_\_\_ *Czerwonka* \_\_\_\_\_ *Merz* \_\_\_\_\_ *Spivey* \_\_\_\_\_ *Zdunich* \_\_\_\_\_

R. APPROVAL OF RESOLUTION #18-19-15: Staff recommends the Board adopt the resolution designating Rhonda Brown to ascertain and certify that each employee of said district has taken the oath of allegiance.

Action \_\_\_\_\_

Motion By \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_  
Vote: Baker \_\_\_\_\_ Czerwonka \_\_\_\_\_ Merz \_\_\_\_\_ Spivey \_\_\_\_\_ Zdunich \_\_\_\_\_

S. APPROVAL OF RESOLUTION #18-19-16: Staff recommends the Board adopt the resolution designating Mark Burroughs, and Rhonda Brown as the authorized agents to sign the school orders (commercial warrants).

Action \_\_\_\_\_

Motion By \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_  
Vote: Baker \_\_\_\_\_ Czerwonka \_\_\_\_\_ Merz \_\_\_\_\_ Spivey \_\_\_\_\_ Zdunich \_\_\_\_\_

T. APPROVAL OF RESOLUTION #18-19-17: Staff recommends the Board adopt the resolution authorizing the replacement of warrants. (Government Code Section 29802)

Action \_\_\_\_\_

Motion By \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_  
Vote: Baker \_\_\_\_\_ Czerwonka \_\_\_\_\_ Merz \_\_\_\_\_ Spivey \_\_\_\_\_ Zdunich \_\_\_\_\_

U. APPROVAL OF RESOLUTION #18-19-18: Staff recommends the Board adopt resolution authorizing the SDCOE to release credentials held warrants to employees who have provided required credential paper work.

Action \_\_\_\_\_

Motion By \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_  
Vote: Baker \_\_\_\_\_ Czerwonka \_\_\_\_\_ Merz \_\_\_\_\_ Spivey \_\_\_\_\_ Zdunich \_\_\_\_\_

V. APPROVAL OF RESOLUTION #18-19-19: Staff recommends the Board adopt the resolution allowing the following authorization for fiscal year 2018-2019 to temporarily transfer funds between the following funds provided that all transfers are approved by the Superintendent or designee. General, Cafeteria, Deferred Maintenance, Special Reserve, Capital Facilities, Special Reserve – Capital Projects and Other Enterprises (Preschool and Kids Club) (Education Code Section 42603)

Action \_\_\_\_\_

Motion By \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_  
Vote: Baker \_\_\_\_\_ Czerwonka \_\_\_\_\_ Merz \_\_\_\_\_ Spivey \_\_\_\_\_ Zdunich \_\_\_\_\_

W. APPROVAL OF RESOLUTION #18-19-20: Staff recommends the Board adopt the resolution stating that the monies received from the Education Protection Account shall be spent as required by Article XIII, Section 36 and the spending determination on how the money will be spent be made in open session of a public meeting of the governing board.

Action \_\_\_\_\_

Motion By \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_  
Vote: Baker \_\_\_\_\_ Czerwonka \_\_\_\_\_ Merz \_\_\_\_\_ Spivey \_\_\_\_\_ Zdunich \_\_\_\_\_

- X. APPROVAL OF RESOLUTION #18-19-21: Staff recommends the Board adopt resolution authorizing the transfer of district budgetary funds between expenditures classification after June 30<sup>th</sup>.

*Action* \_\_\_\_\_

Motion By \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_  
 Vote: Baker \_\_\_\_\_ Czerwonka \_\_\_\_\_ Merz \_\_\_\_\_ Spivey \_\_\_\_\_ Zdunich \_\_\_\_\_

- Y. BOARD CALENDAR: Dates for June meetings and Board Workshop

**V. CONSENT AGENDA**

- Z. DISPOSAL OF EQUIPMENT: Permission to dispose of District property that is deemed outdated or beyond repair.

AA. PERSONNEL:

Reemployment of employee #603911 and employee #474241  
 Resignation of employee #509607

- BB. POLICY MANUAL CHANGES: Second read of recommended changes to the District Policy Manual as recommended by the California School Boards Association. These changes include technical revisions and corrections. This document is available by request in the District office during regular business hours.

- CC. OUTDOOR EDUCATION PROGRAM: Agreement between the San Diego County Office of Education to participate in the Outdoor Education Program.

- DD. FINANCIAL REPORTS: Collection advice, revolving cash, purchase orders, donations, credit card expenditures, and commercial warrants, Uniform Complaint (Williams), and the quarterly report.

*Action* \_\_\_\_\_

Motion By \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_  
 Vote: Baker \_\_\_\_\_ Czerwonka \_\_\_\_\_ Merz \_\_\_\_\_ Spivey \_\_\_\_\_ Zdunich \_\_\_\_\_

**VI. BOARD COMMENTS**

**Comments by Trustees**

Graduation and signing of Promotion Certificates

**ADJOURNMENT – LOOKING AHEAD**

- 5/17 – Choir Disneyland
- 5/20-5/24 – Spring Book fair
- 5/23 – Memorial Day Assembly
- 5/23 – Open House / Spring Concert
- 5/27 – No School – Memorial Day
- 5/30 – Senior Walk

5/30 – Dinner Theater  
6/3 – STEAM fair  
6/5 – Preschool Promotion  
6/6 – Last Day of School  
6/6 – 8<sup>th</sup> grade Promotion

**NEXT MEETING:** June 24<sup>th</sup> 2019 Regular Meeting Time TBA  
June 25<sup>th</sup> 2019 Regular Meeting Time TBA

Separate attachments available by request at the District office. San Pasqual Union provides appropriate disability accommodations. Any person who requires disability-related accommodations or modifications including auxiliary aids and services in order to participate in the Board meeting should contact the Superintendent or designee in writing.

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## BOARD OF EDUCATION MINUTES

Tuesday, April 9, at San Pasqual Union School

### Regular Session

- Regular meeting called to order at 6:03 p.m. All members were present. Superintendent Burroughs and recording secretary, Pamela Hansen, were also present.
- Public was welcomed. The flag salute was recited.
- Public Hearing: No one requested to address the Board.
- Report from Closed Session: The Board advised the Superintendent to take appropriate action.
- Member Zdunich made a motion to remove Item H from the agenda. Member Spivey approved the motion. Motion passed 5/0. Member Czerwonka made a correction of the spelling in her name from the minutes. Member Czerwonka made a motion to approve the agenda and minutes with 2 changes from the 3/12/19 meeting. Member Zdunich seconded the motion. Motion passed 5/0.
- PTO update
  - See's Candy fundraiser profited over \$1,500.
  - Variety Show- theme of "Back to The Future" paid homage to the celebration of 100 years at SPU and profited over \$600.
  - Planning Teacher Appreciation week coming up in May.
- Foundation Update:
  - Gala profited over \$43,000 this year. They thank everyone for all the support.
  - Planning Poker night event
  - Planning Sipping into Summer event
- Superintendent's / Assistant Principal's Report :
  - Collective Bargaining
    - Believe we have agreement in principle on all language proposals
    - With regards to financial considerations, both sides understand what's important to one another, confident an agreement is within reach.
  - Staff Development
    - We have been conducting evaluations of on-year staff. Several of our teachers are going above and beyond to serve students, attending online classes to receive their certificate of inclusive education
  - Facilities
    - We believe that we located the leak beneath the teachers' courtyard area.
    - We are scheduled to have rooftop numbers painted over Spring Break.
  - Inspirational Employee of the Month – Pamela Hansen

- The Board discussed a date for holding a board workshop to discuss district goals for the 2019-2020 school year. Superintendent Burroughs will look at some dates and inform the board. Board discussed scheduling it during the week, in the evening sometime in June.

#### **Consent Agenda**

- Member Merz made a motion to approve the consent agenda. Member Czerwonka seconded the motion. Motion passed 5/0

#### **Comments by Trustees:**

Member Czerwonka: Member Czerwonka commended Mark Burroughs and the Admin team for gathering all the data.

Member Merz: Member Merz had no comment

Member Zdunich: Member Zdunich thanked everyone that helped with the Variety show. He was noted that there was more student involvement then previous years and as always Nicole, Amy and Steven did a fantastic job.

Member Baker: Member Baker echoes the Boards comments and noted that this was the first year she can remember all the board members being present at the Gala. She also appreciates the detailed data information.

**Regular meeting adjourned at 6:50 pm**

Next meeting May 14, 2019 Regular Session at 5:30

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## **BOARD OF EDUCATION MINUTES**

**Tuesday, May 8, at San Pasqual Union School**

**Special Meeting**

- Regular meeting called to order at 4:40p.m. All members were present except Member Spivey. Superintendent Burroughs and recording secretary, Pamela Hansen, were also present.
- Public Hearing: No one requested to address the Board.
- Report from Closed Session: The Board advised the Superintendent to take appropriate action.

**Regular meeting adjourned at 4:50 pm**

Next meeting May 14, 2019 Regular Session at 5:30