

COAST UNIFIED SCHOOL DISTRICT

Regular Meeting of the Board of Trustees

MINUTES

DATE: Thursday, April 11, 2019
PLACE: District Office/Board Room, 1350 Main Street, Cambria, CA
TIME: 5:00 p.m. Closed Session in District Office/Business Office Conference Room
7:00 p.m. Open Session in District Office Board Room

CALL TO ORDER/OPEN SESSION

1.1 Roll Call

Members

Present

Lee McFarland
Jack Mettier
Dennis Rightmer
Samuel Shalhoub

Absent

Tiffany Silva
Karis Lawson, Student Board Member

PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS

There were no comments made by the public during the public hearing on closed session agenda items.

EXECUTIVE/CLOSED SESSION – District Office/Business Office Conference Room

The Board went into closed session at 5:05 p.m. to discuss the following:

- 3.1 Public Employee Performance Evaluation (Government Code Section 54957)
Title: Interim Superintendent
- 3.2 Public Employee Employment/Discipline/Dismissal/Release - Pursuant
to Government Code Section 54957, Public Employment
- 3.3 Conference with Labor Negotiators regarding Certificated/Classified
Bargaining Units and Confidential/Management Employees Group – Unrepresented
Group (Government Code Section 54957.6),
Agency Designated Representative: Interim Superintendent, Scott Smith
- 3.4 Consider Recommendation from the Expulsion Hearing Panel Regarding Stipulated Expulsion –
Student No. 2018/19-#1

RESUME TO OPEN SESSION

- 4.1 The meeting was called to order at 7:00 p.m.
- 4.2 The Pledge of Allegiance was led by Board President, Samuel Shalhoub.
- 4.3 Board President, Samuel Shalhoub announced that in closed session the Board voted to suspend the
expulsion of Student #2018/19-#1 under a stipulated contract. The roll call vote shall be recorded as
follows:
Motion: Shalhoub/Second: Mettier, [Roll Call Votes: Rightmer = Aye, McFarland = Aye, Shalhoub = Aye,
Mettier = Aye, (4/1= absent, Tiffany Silva) - Motion Passed
- 4.4 Board President, Samuel Shalhoub reminded the audience to complete a “Speaker Card” if they wanted
to speak during the board meeting.
- 4.5 The agenda was approved as presented.
Motion: Shalhoub/Second: McFarland, [Roll Call Votes: Rightmer = Aye, McFarland = Aye, Shalhoub = Aye,
Mettier = Aye, (4/1= absent, Tiffany Silva) - Motion Passed

CONSENT AGENDA

The Board approved the Consent Agenda as presented.

Motion: Shalhoub/Second: Rightmer, [Roll Call Votes: Rightmer = Aye, McFarland = Aye, Shalhoub = Aye, Mettier = Aye, (4/1= absent, Tiffany Silva) - Motion Passed

- 5.1 Approval of Minutes of Regular Meeting, March 14, 2019
- 5.2 Approval of March Warrants: Batch Nos. 058, 059, 060, 061, 062, 063, 064
- 5.3 Approval of Payroll Warrants for February 2019
- 5.4 Approval of Payroll Warrants for March 2019
- 5.5 Approval of Cash Report as of March 31, 2019
- 5.6 Acceptance of Enrollment as of March 31, 2019
- 5.7 Approval of Quarterly Report on Williams Uniform Complaints: January-March 2019
- 5.8 Approval of YMCA Summer Program: June 10 – August 9, 2019
- 5.9 Approval of Annual Memorandum of Understanding between Coast Unified School District and Cayucos Elementary School District for Psychologist Services SY: 2019/20
- 5.10 Renewal of 3-Year Agreement with Assistance League of San Luis Obispo County – to implement Operation School Bell Services in our School District
- 5.11 Annual Approval of Document Tracking Services (DTS) Contract/Licensing Agreement for use of DTS Proprietary Web-based Application
- 5.12 Approval of Field Trip Request for Santa Lucia Middle School 7th graders, destination Santa Barbara Museum, MOXI Museum, Sea Center/Zoo, on April 5, 2019
- 5.13 Approval of Personnel: Appointment, Employment, Discipline, Resignation and Dismissal of District Employee(s), per Government Code 54956.9

The generous donations below were acknowledged by Board President, Samuel Shalhoub.

- 5.14 Donations:
 - Two Certificates for 30-minute Swedish Massage Sessions or One \$150.00 Massage Session for Santa Lucia Middle School 8th Grade Raffle, from Christina Bennett, Therapy by the Sea, Cambria, CA
 - \$27.00 to Santa Lucia Middle School Boys Basketball Team, from Enrique Merlos, Cambria, CA
 - \$25.00 to Santa Lucia Middle School Basketball Team, from Enrique Merlos, Cambria, CA
 - \$400.00 (\$100.00 each to Mrs. Mueller, Mrs. German, Mrs. Morrow and Ms. Kenyon) from the American Legion Auxiliary #432, Cambria, CA
 - \$1,200.00 to Coast Union High School AME Film Project, from American Legion Auxiliary #432, Cambria, CA
 - \$200.00 Gift Card to Cambria Grammar School Library, from the Mason's Lodge #196, Cambria, CA

HEARING SESSION

Kathleen Preciado, community member, shared information about the lack of affordable housing in our community. She shared that there is a possibility of expanding the affordable housing apartments across from the Santa Lucia Middle School. There is a waiting list of over 100 families for affordable housing at the Schoolhouse Lane apartment complex. She encouraged the School Board, interim superintendent and/or interim assistant superintendent to attend the upcoming San Luis Obispo Board of Supervisors meeting on April 23, 2019 or by writing to the Board of Supervisors a letter of support of People's Self-Help Housing.

Suzanne Kennedy, library clerk at the middle school, praised and thanked the music department, staff and community volunteers who assisted Music teacher, Rachel German, during the drama rehearsals and

performances of “Mary Poppins.” The collaboration between teachers, staff, and community was wonderful and better than it has been in the past.

PRESENTATIONS

Lindsay Harrod, Supervisor of Food and Nutrition Services, was unable to give her report. She will give her Student Wellness presentation at the May 16, 2019 board meeting.

Mary Stenbeck, CUHS counselor, presented information regarding the high school scholarship program. She shared the requirements to apply, the local scholarship application process, and the scholarship calendar. Twenty-six students attended the scholarship interviews that took place at the high school, today. She shared a list of colleges/universities that students were accepted to and commented that one student will join the United States Marine Corps.

INFORMATION/DISCUSSION

8.1 Governing Board:

- A. Board member, Jack Mettier shared that we are recognizing many groups on the agenda tonight. He commented that along with staff, reliable subs are important. He shared that he felt the Board and staff should consider recognizing “Substitute of the Year” or honoring substitutes in general once a year. He reported that this was done at another school district he substituted for and thought this was a nice way to thank our substitutes who step and work in our district when an employee is absent. Board Clerk, Lee McFarland agreed with Jack Mettier’s suggestion.

Board President, Samuel Shalhoub reported that he is still busy working as a teacher at Cal Poly and continues to work hard trying to do the best job he can in his role as Board President of the school board.

- B. The Board reviewed the Governance calendar duties for April/May 2019.

- C. Haley Zinn gave the Student Board Member report in Karis Lawson’s absence. Haley shared that the musical, “Mary Poppins” was a success. Students taking AP tests have paid for the tests. She brought up that students wanted her to ask the Board that in the future could the fee for AP testing be paid for by the school district? Some students only pay \$5.00 for the test, while others have a large fee to pay. Since AP classes are very small; they would like the Board to consider setting aside funding in the budget to cover AP testing costs. Haley also reported on ASB elections, Spirit Week, and Grad Night. During the ASB election, Alondra Mercado was elected as the new student board member to serve on the school board next school year.

- 8.2 Reports by Employee Associations: Joe Sassaman, CCTA President, agreed that the district should honor substitutes, including those staff members who volunteered many hours to help out with the Drama performance. He encouraged the board to continue to support the Drama Program. Rachel German, students, parents and volunteer staff: Laura Parker, Sarah Johnston, Lisa Boland, Daniel Schalk and Sarah Moore did an amazing job putting on “Mary Poppins” which took many hours of work. He commented that the upcoming listening session on April 23, 2019, with Samuel Shalhoub, which will include staff, students, parents and community members, to hear input and opinions of the current administration of the Coast Unified School District, and provide ideas for the future success and direction of the District, would be great.

8.3 Site Principal Report:

Kyle Martin, SLMS Principal and Student Services – reported on activities at Santa Lucia Middle School, including the marine biology trip to Channel Islands, Distinguished School Award Ceremony

at Disneyland, Battle of the Books, 8th Grade College Night, ELAC meeting and state testing.

- 8.4 Superintendent's Report: Scott Smith shared that he was very impressed with Coast Unified School District staff and the professionalism they exhibit. We are continuing to meet with CSEA and CCTA union negotiation teams and he appreciates the partnerships we have with the two bargaining units. Also, Annie Lachance and I have met again with Allied Arts, as we have an important partnership with them because we share the building. We are collaborating together and in the process of refining and clarifying things, in order to avoid miscommunications between us. The boards of Cayucos and Coast Unified have been in communication with each other regarding the shared services contract.
- 8.5 The Board reviewed the following Board Policies/Administrative Regulations during a first reading.
- AR 3543 – Transportation Safety and Emergencies
 - BB 9324 – Minutes and Recordings
 - BB 9400 – Board Self-Evaluation

ACTION SESSION

9.1 Personnel

- A. The Board approved the new job description "Administrative Assistant to the Superintendent."
Motion: Shalhoub/Second: Rightmer, [Roll Call Votes: Rightmer = Aye, McFarland = Aye, Shalhoub = Aye, Mettier = Aye, (4/1= absent, Tiffany Silva) - Motion Passed
- B. The Board approved the 2018-19 Confidential/Management Salary Schedule that included the new salary schedule for the "Administrative Assistant to the Superintendent" position.
Motion: Shalhoub/Second: Rightmer, [Roll Call Votes: Rightmer = Aye, McFarland = Aye, Shalhoub = Aye, Mettier = Aye, (4/1= absent, Tiffany Silva) - Motion Passed
- C. The Board approved Resolution 2018/19-#20: Reduction of Classified Employee Services for the Technology Director position, from 1.0 FTE to .25 FTE, effective, July 1, 2019.
Motion: Shalhoub/Second: McFarland, [Roll Call Votes: Rightmer = Aye, McFarland = Aye, Shalhoub = Aye, Mettier = Aye, (4/1= absent, Tiffany Silva) - Motion Passed
- D. The Board approved Resolution 2018/19-#16: Proclaiming May 6-10, 2019 as Teacher Appreciation Week.
Motion: Shalhoub/Second: Mettier, [Roll Call Votes: Rightmer = Aye, McFarland = Aye, Shalhoub = Aye, Mettier = Aye, (4/1= absent, Tiffany Silva) - Motion Passed
- E. The Board approved Resolution 2018/19-#17: Proclaiming May 19-25, 2019 as Classified School Employee Week.
Motion: Shalhoub/Second: Rightmer, [Roll Call Votes: Rightmer = Aye, McFarland = Aye, Shalhoub = Aye, Mettier = Aye, (4/1= absent, Tiffany Silva) - Motion Passed
- F. The Board approved Resolution 2018/19-#19: "School Bus Drivers Appreciation Day" on April 23, 2019.
Motion: Shalhoub/Second: Mettier, [Roll Call Votes: Rightmer = Aye, McFarland = Aye, Shalhoub = Aye, Mettier = Aye, (4/1= absent, Tiffany Silva) - Motion Passed
- G. The Board approved Resolution 2018/19-#18: Proclaiming May 6-12, 2019 as National Nurses Week.
Motion: Shalhoub/Second: McFarland, [Roll Call Votes: Rightmer = Aye, McFarland = Aye, Shalhoub = Aye, Mettier = Aye, (4/1= absent, Tiffany Silva) - Motion Passed

9.2 Facilities/Operations

- A. Don Adams, MOT Director, gave a report on 2019 proposed summer projects and expenditures. He reviewed the list of projects and bids/quotes he has received so far. The Board asked Don Adams to explore other plumbing bids for the SLMS toilet flushing issue. The Board asked Scott Smith and Kyle Martin to work with Don Adams and Annie Lachance regarding the facility projects. No action was taken by the Board on this agenda item.

Cortney Murguia, community member, had concerns about the facility repairs and that the district

should look into other plumbing bids for the SLMS toilet flushing repair project. She also mentioned that the Leffingwell High School bleachers were in need of repair. Parts of the bleachers have dry-rot. Don Adams will inspect the bleachers tomorrow and proceed with next steps, if needed.

9.3 Business Services

- A. The Board approved Resolution 2018/19-#21: Establishing the Official Policy of the Board of Trustees for Coast Unified School District on School District Reorganization. This resolution states that Coast Unified School District governing board does not have any plans to unify with Cayucos Elementary School District.
Motion: Shalhoub/Second: McFarland, [Roll Call Votes: Rightmer = Aye, McFarland = Aye, Shalhoub = Aye, Mettier = Aye, (4/1= absent, Tiffany Silva) - Motion Passed
- B. The Board approved the ParentSquare Contract Agreement for 2019-20. The ParentSquare program will provide a communication and organization tool designed to keep staff, students, and parents/families informed through email, text or app notifications.
Motion: Shalhoub/Second: Mettier, [Roll Call Votes: Rightmer = Aye, McFarland = Aye, Shalhoub = Aye, Mettier = Aye, (4/1= absent, Tiffany Silva) - Motion Passed
- C. The Board approved the BoardDocs Agreement Program that will enhance aspects of the governance process and communications between administration, the public, and the board and will streamline the Board agendas/packets, and board minutes prepared each month.
Motion: Shalhoub/Second: McFarland, [Roll Call Votes: Rightmer = Aye, McFarland = Aye, Shalhoub = Aye, Mettier = Aye, (4/1= absent, Tiffany Silva) - Motion Passed
- D. The Board approved the Option to Renew/Amendment No. 1 to the Contract for Behavioral Health Services for 2018/19 with the County of San Luis Obispo Behavioral Health Services.
Motion: Shalhoub/Second: McFarland, [Roll Call Votes: Rightmer = Aye, McFarland = Aye, Shalhoub = Aye, Mettier = Aye, (4/1= absent, Tiffany Silva) - Motion Passed
- E. The Board approved the Addendum to Memorandum of Understanding between the San Luis Obispo County Office of Education and Coast Unified School District regarding payment Procedures for County Probation Officer Services, Behavioral Health Services and Transportation Services to students enrolled in the SLOCOE Community School Program.
Motion: Shalhoub/Second: McFarland, [Roll Call Votes: Rightmer = Aye, McFarland = Aye, Shalhoub = Aye, Mettier = Aye, (4/1= absent, Tiffany Silva) - Motion Passed
- F. The Board approved the Agreement for Professional Services between Nancy Thompson (contractor) and Coast Unified School District for Teacher Induction Program Coordinator and Teacher Mentor for 2019/20 SY.
Motion: Shalhoub/Second: Mettier, [Roll Call Votes: Rightmer = Aye, McFarland = Aye, Shalhoub = Aye, Mettier = Aye, (4/1= absent, Tiffany Silva) - Motion Passed
- G. The Board approved the Transportation Agreement between San Luis Obispo County YMCA and Coast Unified School District for the 2019 Summer Program.
Motion: Shalhoub/Second: McFarland, [Roll Call Votes: Rightmer = Aye, McFarland = Aye, Shalhoub = Aye, Mettier = Aye, (4/1= absent, Tiffany Silva) - Motion Passed
- H. The Board approved the Transportation Agreement between San Luis Obispo County YMCA and Coast Unified School District for the 2019 Planet Y Summer Program.
Motion: Shalhoub/Second: McFarland, [Roll Call Votes: Rightmer = Aye, McFarland = Aye, Shalhoub = Aye, Mettier = Aye, (4/1= absent, Tiffany Silva) - Motion Passed
- I. The Board approved the contract for services between Coast Unified School District and Sylvia Ortega (contractor) to provide Food Service consulting for the 2018-19 and 2019-20 school years.
Motion: Shalhoub/Second: McFarland, [Roll Call Votes: Rightmer = Aye, McFarland = Aye, Shalhoub = Aye, Mettier = Aye, (4/1= absent, Tiffany Silva) - Motion Passed

9.4 The Board approved the Board policies/administrative regulations below during a second reading.
**Motion: Shalhoub/Second: McFarland, [Roll Call Votes: Rightmer = Aye, McFarland = Aye, Shalhoub = Aye,
Mettier = Aye, (4/1= absent, Tiffany Silva) - Motion Passed**

ADJOURNMENT

The board meeting adjourned at 8:50 p.m.

Respectfully submitted,



Lee McFarland, Clerk-Board of Trustees
Coast Unified School District

Date: May 16, 2019