

## PAJARO VALLEY UNIFIED SCHOOL DISTRICT MISSION STATEMENT

The Mission of the Pajaro Valley Unified School District is to educate and to support learners in reaching their highest potential. We prepare students to pursue successful futures and to make positive contributions to the community and global society.

### March 28, 2012 REGULAR BOARD MEETING

*CLOSED SESSION – 5:30 p.m. – 7:00 p.m.*  
*PUBLIC SESSION – 7:00 p.m.*

**DISTRICT OFFICE  
BOARDROOM  
292 Green Valley Road, Watsonville, CA 95076**

**NOTICE TO THE PUBLIC: PURSUANT TO SB 343, BOARD PACKET DOCUMENTS ARE AVAILABLE FOR YOUR REVIEW AT THE FOLLOWING LOCATIONS:**

- Superintendent's Office: 294 Green Valley Road, Watsonville, CA (4<sup>th</sup> Floor)
- On our Webpage: [www.pvUSD.net](http://www.pvUSD.net)

#### **Notice to the Audience on Public Comment**

Members of the audience are welcome to address the Board on all items not listed on this agenda. Such comments are welcome at the "Visitor Non-Agenda Items".

Members of the audience will also have the opportunity to address the Board during the Board's consideration of each item on the agenda.

Individual speakers will be allowed three minutes (unless otherwise announced by the Board President) to address the Board on each agenda item. **You must submit this card prior to the discussion of the agenda item you wish to speak to; once an item has begun, cards will not be accepted for that item.** For the record, please state your name at the beginning of your statement. The Board shall limit the total time for public input on each agenda item to 20 minutes. With Board consent, the President may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. The President may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add.

Note: Time allotment for each item is for the report portion only; it is not an anticipation of the total time for the discussion of the item.

**We ask that you please turn off your cell phones and pagers when you are in the boardroom.**

**Please Note that Reporting out of Closed Session will Take Place AFTER Action Items.**

#### **1.0 CLOSED SESSION OPENING CEREMONY IN OPEN SESSION – 5:30 P.M.**

- 1.1 Call to Order
- 1.2 Public comments on closed session agenda.

Note: Start  
Time of 5:30!

- 2.0 CLOSED SESSION (AND AFTER REGULAR SESSION IF NECESSARY)**
- 2.1 Public Employee Appointment/Employment, Government Code Section 54957
    - a. Certificated Employees (see Attached)
    - b. Classified Employees (see attached)
  - 2.2 Public Employee Discipline/Dismissal/Release/Leaves
  - 2.3 Negotiations Update
    - a. CSEA
    - b. PVFT
    - c. Unrepresented Units: Management and Confidential
    - d. Substitutes – Communication Workers of America (CWA)
  - 2.4 Claims for Damages
  - 2.5 Pending Litigation
  - 2.6 Anticipated Litigation
  - 2.7 Real Property Negotiations
  - 2.8 10 Expulsions
- 3.0 OPENING CEREMONY – MEETING OF THE BOARD IN PUBLIC - 7:00 P.M.**
- 3.1 Pledge of Allegiance
  - 3.2 Welcome by Board President  
Trustees Kim De Serpa, Doug Keegan, Sandra Nichols, Karen Osmundson, Jeff Ursino, Willie Yahiro and President Leslie DeRose.
  - 3.3 Superintendent Comments
  - 3.4 Student Recognition
    - Marco Antonio (Tony) Cervantes Moreno - Amesti Elementary School
    - Jacqueline Magallon-Delgado - MacQuiddy Elementary School
    - Rosa Miranda - Ohlone Elementary School
    - Evelyn Diaz - Starlight Elementary School
    - Jorge Guerrero - Adult Education
  - 3.5 Tri County Real Estate – Administrator of the Month Award  
- Terry Eastman, Principal (Calabasas Elementary School) and PVAM President
- 4.0 APPROVAL OF THE AGENDA**
- 5.0 APPROVAL OF MINUTES**
- a) Minutes for March 14, 2012
  - b) Minutes for March 21, 2012, Study Session, Migrant Head Start
- 6.0 HIGH SCHOOL STUDENTS BOARD REPRESENTATIVES REPORT**

**7.0 VISITOR NON-AGENDA ITEMS**

Public comments on items that are not on the agenda can be addressed at this time. The Board President will recognize any member of the audience wishing to speak to an item not on the agenda on a matter directly related to school business. The President may allot time to those wishing to speak, but no action will be taken on matters presented (Ed. Code Section 36146.6). If appropriate, the President or any Member of the Board may direct that a matter be referred to the Superintendent's Office for placement on a future agenda. (Please complete a card if you wish to speak.)

**8.0 EMPLOYEE ORGANIZATIONS COMMENTS – PVFT, CSEA, PVAM, CWA 5 Min. Each**

**9.0 CONSENT AGENDA**

Information concerning the Consent items listed above has been forwarded to each Board Member prior to this meeting for his/her study. Unless some Board Member or member of the audience has a question about a particular item(s) and asks that it be withdrawn from the Consent list, the item(s) will be approved at one time by the Board of Trustees. The action taken in approving Consent items is set forth in the explanation of the individual item(s).

9.1 Purchase Orders March 8 - 21, 2012  
The PO's will be available in the Superintendent's Office.

9.2 Warrants March 8 - 21, 2012  
The warrants will be available in the Superintendent's Office.

The administration recommends approval of the Consent Agenda.

**10.0 DEFERRED CONSENT ITEMS**

**11.0 REPORT, DISCUSSION AND POSSIBLE ACTION ITEMS**

11.1 Report, discussion and possible action on Migrant & Seasonal Head Start Cost of Living (COLA) adjustment proposal; "One Time Only" Addition of 40 Family Child Care Home Children for 2012 Season & Special Community Assessment/Feasibility Study for 40 Children for Fiscal Year 2013-14.  
*Report by Carole Clarke, Director, Migrant & Seasonal HS. 5 min. pres. 5 min. discussion.*

11.2 Report, discussion and possible action to Approve the Student Calendar for 2012-13 School Year.  
*Report by Albert Roman, Assistant Superintendent, HR. 5 min. pres; 5 min. discussion.*

11.3 Report, discussion and possible action on PVUSD Board's Participation in the Santa Cruz County School Boards Association.  
*Report by Dorma Baker, Superintendent. 5 min. pres; 15 min. discussion.*

**12.0 REPORT AND DISCUSSION ITEMS**

12.1 Report and Discussion on the Use of Social Media in District Schools.  
*Report by Tim Landeck, Director, Technology. 5 min. pres; 10 min. discussion.*

**13.0 ACTION ON CLOSED SESSION**

**14.0 GOVERNING BOARD COMMENTS/REPORTS**

**15.0 UPCOMING BOARD MEETINGS/REMAINING BOARD MEETINGS FOR 2012**

All meetings, unless otherwise noted, take place at the District Office Boardroom, 292 Green Valley Road, Watsonville, CA. Closed Session begins at 6:00 pm; Open Session begins at 7:00 pm.

<b>April</b>	▪ 11 ▪ 25	
<b>May</b>	▪ 9 ▪ 23	▪ Approve 3 <sup>rd</sup> Interim Report
<b>June</b>	▪ 13 ▪ 27	▪ 10-11 Budget Adoption
<b>July</b>		▪ No Meetings Scheduled
<b>August</b>	▪ 8 ▪ 22	
<b>September</b>	▪ 12 ▪ 26	▪ Unaudited Actuals
<b>October</b>	▪ 10 ▪ 24	
<b>November</b>	▪ 14	
<b>December</b>	▪ 5 Annual Organization Mtg.	▪ Approve 1 <sup>st</sup> Interim Report

**16.0 ADJOURNMENT**

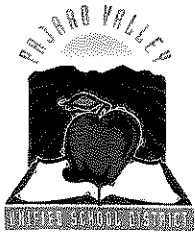
PAJARO VALLEY UNIFIED SCHOOL DISTRICT  
 CLOSED SESSION AGENDA  
 March 28, 2012

- 2.1 Public Employee Appointment/Employment, Government Code Section 54957  
 a. Certificated Employees  
 b. Classified Employees

<b>New Hires – Probationary</b>	
1	Language Support Specialist
<b>New Substitutes</b>	
10	Substitutes
<b>New Hires</b>	
2	Secondary Teacher
<b>Promotions</b>	
	None
<b>Rehires</b>	
	None
<b>Administrative Appointments</b>	
	None
<b>Transfers</b>	
	None
<b>Extra Pay Assignments</b>	
5	Coaches
<b>Extra Period Assignments</b>	
	None
<b>Leaves of Absence</b>	
15	Primary Teacher
5	Secondary Teacher
1	Benefits Coordinator
1	Cafeteria Assistant
2	Custodian II
3	Instructional Assistant II
1	Office Manager – High School
<b>Other</b>	
	None
<b>Retirements</b>	
1	Adult Education Teacher
1	Primary Education Teacher

<b>Resignations/Terminations</b>	
1	Primary Teacher
1	Secondary Teacher
1	ELA/ELD Coordinator
<b>Supplemental Service Agreements</b>	
16	Primary After School Teachers
8	Secondary After School Teachers
7	Secondary AP Teacher
1	Special Education Teacher
1	ELD Services Training
1	Migrant Education
12	Extended Learning Program
3	Migrant Education Teachers
4	Primary Education Teachers Science Camp
<b>Miscellaneous Actions</b>	
1	Office Manager – High School
<b>Separations From Service</b>	
	None
<b>Limited Term – Projects</b>	
1	Cafeteria Assistant
1	Custodian I
4	Enrichment Specialist
8	Instructional Assistant – General
2	Office Assistant III
15	Parent Education Specialist
1	Translator
<b>Exempt</b>	
1	Babysitter
7	Migrant OWE
2	Pupils
10	Student Helper
5	Yard Duty
<b>Provisional</b>	
2	Behavior Technician
1	Instructional Assistant – General Education
1	Instructional Assistant I

1	Instructional Assistant II
<b>Limited Term - Substitute</b>	
1	Campus Safety Coordinator
1	Custodian I
1	Delivery Driver
1	Health Services Assistant



**March 14, 2012**  
**REGULAR BOARD MEETING**  
**UNADOPTED MINUTES**  
*CLOSED SESSION – 6:00 p.m. – 7:00 p.m.*  
*PUBLIC SESSION – 7:00 p.m.*  
  
**DISTRICT OFFICE**  
**BOARDROOM**  
**292 Green Valley Road, Watsonville, CA 95076**

**1.0 CLOSED SESSION OPENING CEREMONY IN OPEN SESSION – 6:00 P.M.**

**1.1 Call to Order**

President DeRose called the meeting of the Board to order at 6:01 pm at 292 Green Valley Road, Watsonville, CA.

**1.2 Public comments on closed session agenda.**

None.

**2.0 CLOSED SESSION (AND AFTER REGULAR SESSION IF NECESSARY)**

**2.1 Public Employee Appointment/Employment, Government Code Section 54957**

- a. Certificated Employees
- b. Classified Employees

<b>New Hires – Probationary</b>	
	None
<b>New Substitutes</b>	
11	Substitutes
<b>New Hires</b>	
1	Primary Teacher
<b>Promotions</b>	
1	Heavy Equipment Mechanic II
<b>Rehires</b>	
	None
<b>Administrative Appointments</b>	
	None
<b>Transfers</b>	
	None
<b>Extra Pay Assignments</b>	
11	Coaches
<b>Extra Period Assignments</b>	
	None
<b>Leaves of Absence</b>	
4	Primary Teacher



1	Secondary Teacher
1	Behavior Technician
2	Cafeteria Assistant
1	Campus Safety Coordinator
1	Custodian II
1	Health Services Assistant
1	Instructional Assistant II
1	Lead Custodian I
<b>Other</b>	
9	Assistant Teacher
1	Pre School Teacher
<b>Retirements</b>	
7	<i>Secondary Teacher</i>
1	Migrant Education Teacher
<b>Resignations/Terminations</b>	
2	Primary Teachers
<b>Supplemental Service Agreements</b>	
4	Primary After School Teachers
24	Secondary After School Teachers
3	Transitional to Kinder Teacher
7	Education and English Language Services Teacher
22	English Language Development Services Teacher
5	Migrant Education
2	Extended Learning Program
<b>Miscellaneous Actions</b>	
2	Instructional Assistant I
2	Instructional Assistant II
<b>Separations From Service</b>	
1	Instructional Assistant II
<b>Limited Term – Projects</b>	
1	Administrative Secretary I
1	Campus Safety Coordinator
3	Community Services Liaison I
1	CWA Analyst
22	Enrichment Specialist
14	Instructional Assistant – General

1	Instructional Assistant II
2	Library Media Tech
1	Office Assistant I
5	Office Assistant II
3	Office Assistant III
1	Office Manager
1	Parent Education Specialist
1	Staff Accountant
<b>Exempt</b>	
3	Childcare
3	Migrant OWE
2	Safety Monitor
51	Student Helper
1	SPECTRA Artist
2	Yard Duty
<b>Provisional</b>	
1	Payroll Technician
1	Office Assistant III
<b>Limited Term - Substitute</b>	
2	Cafeteria Assistant
1	Instructional Assistant – Migrant/Childcare
1	Office Manager
1	Instructional Assistant – General Ed

**2.2 Public Employee Discipline/Dismissal/Release/Leaves**

**2.3 Negotiations Update**

- a. CSEA
- b. PVFT
- c. Unrepresented Units: Management and Confidential
- d. Substitutes – Communication Workers of America (CWA)

**2.4 Claims for Damages**

**2.5 Pending Litigation**

**2.6 Anticipated Litigation**

**2.7 Real Property Negotiations**

**2.8 5 Expulsions**

**3.0 OPENING CEREMONY – MEETING OF THE BOARD IN PUBLIC - 7:00 P.M.**

### **3.1 Pledge of Allegiance**

The Watsonville High School soccer team led the board in the Pledge of Allegiance.

### **3.2 Welcome by Board President**

Trustees Doug Keegan, Sandra Nichols, Karen Osmundson, Jeff Ursino, Willie Yahiro and President Leslie DeRose were present. Trustee Kim De Serpa was absent.

### **3.3 Superintendent Comments**

#### ***- Recognizing Watsonville High School Soccer Team's 9<sup>th</sup> Central Coast Section Division I Championship.***

Dorma Baker introduced the WHS soccer team and their head coach, Mr. Roland Hedgepeth.

Mr. Hedgepeth noted that the accomplishment of the WHS team is unprecedented. He added that the team worked very hard to win 18 out of 19 games. Mr. Murry Schekman stated that, in addition to the athletic accomplishments, the team's academic performance is also commendable; eight of the nine seniors on the team have been accepted to a California State University. He offered a certificate of appreciation to Mr. Hedgepeth.

Superintendent Baker noted that the agenda included a change that indicated a presentation time as well as total discussion time. This is an effort to ensure meetings do not run too long.

### **3.4 Jacob Young Financial - Teacher of the Month Award for February 2012**

#### ***- Gerardo Palafox, Radcliff Elementary School***

John Weaver of Jacob Young Financial commented a bit about the award and the process for selecting nominated educators and classified staff.

Ulli Kummerow, Radcliff principal, was present and commented on Mr. Palafox's work with the students and his valued teamwork with the rest of the staff.

Teacher Judite Dutra, who nominated Mr. Palafox, said a few words about the exemplary work he does as a teacher and his professionalism as a colleague.

Mr. Palafox commented on his arrival to this country at the age of 17, his love for his work, and the influence his mother, Mercedes Palafox, had in his career choice. He was honored with the recognition.

### **3.5 Jacob Young Financial – Classified Employee of the Month Award for February 2012**

#### ***- Vince Cendejas, Head Custodian, Watsonville High School***

Elaine Legorretta, WHS principal, spoke about the work of Mr. Cendejas, stating that he always managed to have a professional and positive attitude with staff and students alike. She noted that he would be retiring and that the award is a great way to acknowledge his work.

Mr. Cendejas was not at the meeting.

## **4.0 APPROVAL OF THE AGENDA**

Trustee Ursino moved to approve the agenda. Trustee Yahiro seconded the motion and requested that item #15.4 be placed after item #7.0. Trustee Ursino amended his motion to include this request. The motion passed 6/0/1 (De Serpa absent).

## **5.0 APPROVAL OF MINUTES**

### ***a) Minutes for February 22, 2012***

Trustee Keegan moved to approve the minutes for February 22, 2012. Trustee Nichols seconded the motion. The motion passed 6/0/1 (De Serpa absent).

## **6.0 HIGH SCHOOL STUDENTS BOARD REPRESENTATIVES REPORT**

Rachel Riddick and Karla Munoz of Aptos High, reported on March Madness and other events and activities to promote community spirit. They are participating in a campaign to catch Kony of *Invisible Children*. They noted that WASC has a scheduled visit to the school and invited board members to join in the visit.

Bianca Salgado of Watsonville High School, commented on the event to honor the accomplishment of the soccer team. She noted that Monterey Bay Academy would offer courses for students who wish to get ahead. She offered a sports update, noting that the boys' volleyball team is doing well.

Mayra Gonzalez and Anthony Barrios of Pajaro Valley High School, reported that WASC visited their campus. Spring sports are in session now. The Pennies for Patients fundraiser is going well. They noted that the Ivy League Project is doing many events and working hard to fundraise to visit schools in the east coast. Students are planning their prom and graduation night event.

Kimberly Ortiz and Fernando Crescencio of Renaissance High School, reported that 30 students will be graduating. Career day just took place and it was successful. The cafeteria has more food choices and sufficient water to serve students – they thanked the board for their involvement with this issue. They noted that their campus still needs improvements. Teachers are working hard on accreditation. They stated that the Rotary Club gifted the school \$1,500 to support athletics.

## **7.0 POSITIVE PROGRAM REPORT**

### **7.1 Report on Cultural Council of Santa Cruz County.**

#### ***Report by Sonia Deetz, Arts Education Manager.***

Sonia Deetz, of SPECTRA, presented a positive program report and was thrilled to see all student art work in the boardroom. She commented on two successful, high-quality education programs available for students: Arts Education/SPECTRA and Mariposa's Art Teach and Guitar Teach. Together, they serve about 5,000 students at PVUSD. The Cultural Council granted \$48,000 to PVUSD to bring in professional teaching artists. The organization's concern is that students work only fleetingly in the arts when long term and sequential education is the goal. She stated that Mintie White Elementary is in its 5<sup>th</sup> year with the program and art is in the school's culture every day.

Three students from the Guitar Teach program at Watsonville High and Pajaro Valley High presented a guitar piece to the board.

Sarah Brothers, arts education and outreach coordinator, commented on the importance of art in youth as it helps develops other qualities in students that are critical in education and as students go on to higher education and work. Art teaches skills, knowledge and expertise that are transferable.

Bertha Torres, Mintie White principal, commented about the benefits of having the program at the site. Third grade student, Jesse Cardenas Toledo, commented on what art means to him and how the program has benefited him.

Board participated with comments and thanked Ms. Deetz for the organization's continued support of students.

## **15.0 REPORT, DISCUSSION AND POSSIBLE ACTION ITEMS**

### **15.4 Report, discussion and possible action to approve Resolution # 11-12-12, Recognizing Adult Education Week, March 12-16, 2012.**

#### ***Report by Albert Roman, Assistant Superintendent, HR.***

Albert Roman noted that the state of California recognizes Adult Ed week. He noted some of the reasons that this is an important item, including teaching English to many members of our community.

Nancy Bilicich, Director of Adult Education, stated that English as a Second Language (ESL) classes are crowded. She commended Tila Guerrero of McDonalds's who was present at the meeting and who has been a long-time supporter of Adult Education in this community.

Trustee Osmundson moved to approve this item. Trustee Nichols seconded the motion. The motion passed 6/0/1 (De Serpa absent).

**President closed the regular Board meeting and opened the Public Hearings.**

**8.0 PUBLIC HEARING SELPA ANNUAL SERVICE AND BUDGET PLAN, 2011-2012**

**8.1 Report by Ray Houser, SELPA Director**

Ray Houser introduced the item stating the reports are to be approved by the governing board following a public hearing and would be submitted as part of the SELPA plan. He noted that the budget plan is an explanation of all of all expenses and costs for the program.

**8.2 Public Comment**

Kathleen Kilpatrick, school nurse, spoke about the loss of 15 nurses in the district since 2000, increasing the workload for each nurse. This causes retention problems and unreasonable expectations for nurses. She asked the board to closely consider salary to retain school nurses as the budget is reviewed.

**8.3 Board Comment**

Board participated with comments and questions.

**9.0 PUBLIC HEARING PAJARO VALLEY FEDERATION OF TEACHERS (PVFT) SUNSHINE PROPOSAL.**

**9.1 Report by Francisco Rodriguez, PVFT President**

Francisco Rodriguez noted that the sunshine proposal from PVFT indicates what will be negotiated for the contract for the next three years.

Jack Carroll presented a comparison with 43 like districts and PVUSD in the following categories: revenue per ADA, where is ranked 4th; expense of education per ADA, ranking 4th; teacher salaries, ranking 43<sup>rd</sup>; cost of employee benefits, it ranked 1<sup>st</sup>; and total teacher cost, ranked 42<sup>nd</sup>. He noted that students do not benefit from the current way of allocating funds. In API results, PVUSD ranked 40th. He stated that the following items were on the Sunshine proposal: 1) compensation to correct contract language; 2) preparation time, to make it more equitable across the district; 3) workload; 4) workplace bullying; and 5) early childhood education.

**9.2 Public Comment**

Kathleen Kilpatrick, school nurse, spoke of the futility of attempting to cap benefits because the United States has the highest cost health care system in the world.

Bill Beecher, community member, PVFT has negotiated the most expensive benefits package of any school district. Their members only pay 4% towards the premiums. Yearly increases will cost the district \$6 million each year; that's the deficit spending of the district. Given the changes, PVFT needs to give up and share more in the cots. The board cannot cut any more people. Wages and benefits is what is left, which is 94% of the budget. Board needs to renegotiate benefits and wages to balance the budget.

**9.3 Board Comment**

No comments or questions from the board.

**President closed the Public Hearings and resumed the regular Board meeting.**

**10.0 VISITOR NON-AGENDA ITEMS**

Kendra Stone-Hinds, parent, spoke about school lunches and how they are heated in plastics, which have toxic elements which are endocrine destructors and can cause many health issues.

Ramiro Medrano, community member, family coordinator for the Gear Up program of Watsonville High and Pajaro Valley High families, the Parent Academy. The program's charge is to inform parents how their students can attend college. He introduced members of the academy. He suggested that meetings start earlier so that community members who attend the meetings do not have to stay so late.

Sarah Henne, teacher, commented about her concern for the Breakfast in the Classroom program, noting that students starting their day chatting, getting food on the carpet and losing on instructional minutes. Regarding assessments, Ms. Henne asked to evaluate what is needed to evaluate and to have those evaluations be timely and valuable assessments to help teachers assess teaching.

**11.0 EMPLOYEE ORGANIZATIONS COMMENTS – PVFT, CSEA, PVAM, CWA 5 Min. Each**  
Francisco Rodriguez, PVFT president, noted that PVSUD has a long ways to go to catch up with other districts in the state. He mentioned that excessive number of meetings at the schools take time away from teaching. Breakfast in the classroom takes time away from instruction. Specialists are all over the recommended caseloads for their fields. Recommendations for changes to the contract will be made and it is the hope that there is support from the board.

Robyn Butterworth, CSEA representative, reported on a recent meeting with Assembly member Bill Monning about what can be done at the state level to support and protect students. Transportation was addressed and importance of this piece in our district was made very clear to him.

Guillermo Ramos of PVAM began by stating that CST testing will soon take place and administrators and teachers are working diligently to get students ready for this. We are promoting the importance of doing well on the tests. Great things are happening at all schools to prepare. He commented on layoffs and how notices affect morale at the site. It is the hope that the district rescinds notices as quickly as possible. Successful Student Improvement Grant (SIG) negotiations have taken place. He congratulated the adult education program as they celebrate their week.

## **12.0 CONSENT AGENDA**

Trustee Keegan moved to approve the consent agenda. President DeRose requested that item #12.9 be deferred. Trustee Nichols seconded the motion, requesting that items #12.10 – 12.13 be deferred as well. Trustee Keegan amended his motion to include deferring those items. The motion passed 6/0/1 (De Serpa absent).

- 12.1 Purchase Orders February 16 – March 7, 2012**
- 12.2 Warrants February 16 – March 7, 2012**
- 12.3 Approve CAHSEE Passage Waiver for Student #11-12-26, Math, Watsonville High School.**
- 12.4 Approve CAHSEE Passage Waiver for Student #11-12-27, Math, Pajaro Valley High School.**
- 12.5 Approve CAHSEE Passage Waiver for Student #11-12-28, Math, Pajaro Valley High School.**
- 12.6 Approve CAHSEE Passage Waiver for Student #11-12-29, Math, Pajaro Valley High School.**
- 12.7 Approve CAHSEE Passage Waiver for Student #11-12-30, English Language Arts, Pajaro Valley High School.**
- 12.8 Approve CAHSEE Passage Waiver for Student #11-12-31, English Language Arts, Pajaro Valley High School.**

- 12.9 Approve Travel to Costa Rica for 24 Aptos High School Students Beginning March 30, 2012 through April 7, 2012.**

This item was deferred.

- 12.10 Approve Removal of Wood Steps and Replacement with Concrete Stairs with Railings at Rio del Mar Elementary School.**

This item was deferred.

- 12.11 Approve Remodeling and Upgrade of Boys' and Girls' Bathrooms to Upgrade to DSA Standards at EA Hall Middle School.**

This item was deferred.

- 12.12 Approve Remodeling and Upgrade of Boys' and Girls' Bathrooms to Upgrade to DSA Standards at Hall District Elementary School.**

This item was deferred.

- 12.13 Approve Removal of Wood Steps and Replacement with Concrete Stairs with Railings and Chain Link Fencing at Aptos Jr. High School.**

This item was deferred.

### **13.0 DEFERRED CONSENT ITEMS**

- 12.9 Approve Travel to Costa Rica for 24 Aptos High School Students Beginning March 30, 2012 through April 7, 2012.**

President DeRose said that she was excited that students were going to Costa Rica and learn more about that country.

Trustee Yahiro moved to approve the item. Trustee Nichols seconded the motion. The motion passed 6/0/1 (De Serpa absent).

- 12.10 Approve Removal of Wood Steps and Replacement with Concrete Stairs with Railings at Rio del Mar Elementary School.**

- 12.11 Approve Remodeling and Upgrade of Boys' and Girls' Bathrooms to Upgrade to DSA Standards at EA Hall Middle School.**

- 12.12 Approve Remodeling and Upgrade of Boys' and Girls' Bathrooms to Upgrade to DSA Standards at Hall District Elementary School.**

- 12.13 Approve Removal of Wood Steps and Replacement with Concrete Stairs with Railings and Chain Link Fencing at Aptos Jr. High School.**

Trustee Nichols asked for clarification on whether these items were part of the Facilities Needs Analysis.

Brett McFadden, CBO and Rick Mullikin, Director of Maintenance and Operations, noted that some of those projects may be on the plan.

Trustee Nichols moved to approve items #12.10, #12.11, #12.12 and #12.13. Trustee Yahiro seconded the motion. The motion passed 5/0/2 (Keegan away from his seat; De Serpa absent).

### **14.0 REPORT AND DISCUSSION ITEMS**

- 14.1 Report and Discussion on Complaint Procedures.**

*Report by Albert Roman, Assistant Superintendent, HR.*

Albert Roman stated that each school district must have a compliance officer responsible for processing complaints; for PVUSD, he is the compliance officer. He noted that there are three types of complaints: grievances, which is related to contract violations; uniform complaint procedures, related to a violation

of a state or federal law or regulation with a categorical program; and discrimination complaints, related to equal employment opportunities at the federal level and related to fair employment and housing at the state level. He explained each of the complaints and their processes. In addition, there is a Williams Complaint, which is a type of uniform complaint, which is related to sufficiency of instructional materials, emergency or urgent facilities conditions and teacher vacancies or missassignments. Mr. Roman stated that the district has not had a significant number of complaints relating to Williams and it is doing well with compliance. Other complaints are related to complaints from students, parents or community members. Each type of complaint has its own process and any required forms are available on the internet or at the sites. He noted that recently the District had been audited by the State in its uniform complaint practices and no findings were noted.

Board participated with comments.

## **15.0 REPORT, DISCUSSION AND POSSIBLE ACTION ITEMS (continued)**

### **15.1 Possible action on SELPA Annual Service and Budget Plan, 2011-12.**

#### ***Report given under item 8.1.***

Trustee Nichols moved to approve this item. Trustee Osmundson seconded the motion. The motion passed 6/0/1 (De Serpa absent).

### **15.2 Possible action on PVFT's Sunshine Proposal to PVUSD.**

#### ***Report given under item 9.1.***

Trustee Nichols moved to accept PVFT's sunshine proposal. Trustee Keegan seconded the motion. The motion passed 6/0/1 (De Serpa absent).

### **15.3 Report, discussion and possible action to approve 2<sup>nd</sup> Interim Budget Report.**

#### ***Report by Brett McFadden, CBO.***

Brett McFadden reported that the assumptions continue the same as the in the prior report: possible failure or the governor's November initiative; loss of home-to-school transportation; increase of benefits; step and column increases per contract; elimination of furloughs; and the current tier 3 categorical fund shifts to the general fund. The multi-year projection includes a \$15.54 million dollars reserve to prepare for triggers. He reported that the variance report is for the first time included in the interim materials. The recommendation is to approve the 2<sup>nd</sup> Interim report as qualified.

Public comment:

Bill Beecher, community member, commented on how board cannot reduce personnel and on how State revenues will be short and will trigger cuts. The district's benefits and self-insurance policy is what is causing deficit spending. The district options in his opinion are to cut wages and benefits, or increase contribution rate for possible savings. He recommends renegotiating benefits and wages to reduce budget deficit by \$12 million.

Board participated with questions.

Trustee Keegan moved to extend the meeting until 10:45 pm. Trustee Nichols seconded the motion. The motion passed 6/0/1 (De Serpa absent).

Trustee Yahiro moved to approve the 2<sup>nd</sup> interim report as recommended. Trustee Keegan seconded the motion. The motion passed 6/0/1 (De Serpa absent).

### **15.5 Report and Discussion on Student Calendar for 2012-13 School Year, First Reading .**

#### ***Report by Albert Roman, Assistant Superintendent, HR.***

Albert Roman introduced the student calendar for the 2012-2013 school year. He reported that the union or district has 10 days for any contentions after the first reading of the calendar is accepted by the board. Regarding specific details, he noted that the calendar committee opted to have August 20, 2012 as the first day of school, winter break was left at 3 weeks to obtain highest attendance, and 2 additional



SBC days were placed after the winter break. It was also noted that spring break is short one day to ensure the year can end on Friday, June 7<sup>th</sup>.

Board participated with questions.

Trustee Keegan moved to approve this item. Trustee Nichols seconded the motion. The motion passed 6/0/1 (De Serpa absent).

## **16.0 ACTION ON CLOSED SESSION**

### **2.1 Public Employee Appointment/Employment, Government Code Section 54957**

#### **a. Certificated Employees**

Trustee Nichols moved to approve the certificated report with the addition of 1 secondary teacher under retirements. Trustee Keegan seconded the motion. The motion passed 6/0/1 (De Serpa absent).

#### **b. Classified Employees**

Trustee Nichols moved to approve the classified report as presented. Trustee Keegan seconded the motion. The motion passed 6/0/1 (De Serpa absent).

### **2.8 5 Expulsions**

#### ***Action on Expulsions:***

Trustee Osmundson moved to approve the recommendation of the District Administration for the following expulsion:

***11-12-050***

Trustee Keegan seconded the motion. The motion passed 6/0/1 (De Serpa absent).

Trustee Osmundson moved to approve the recommendation of the District Administration for the following expulsion:

***11-12-053***

Trustee Keegan seconded the motion. The motion passed 6/0/1 (De Serpa absent).

Trustee Osmundson moved to approve the recommendation of the District Administration for the following expulsion:

***11-12-055***

Trustee Keegan seconded the motion. The motion passed 6/0/1 (De Serpa absent).

Trustee Osmundson moved to approve the recommendation of the District Administration for the following expulsion:

***11-12-056***

Trustee Keegan seconded the motion. The motion passed 6/0/1 (De Serpa absent).

Trustee Osmundson moved to approve the recommendation of the District Administration for the following expulsion:

***11-12-057***

Trustee Keegan seconded the motion. The motion passed 6/0/1 (De Serpa absent).

## **17.0 GOVERNING BOARD COMMENTS/REPORTS**

Trustee Yahiro commented that the Central Coast Section is larger than the whole state of Oregon and it shows what a wonderful soccer program we have.

President DeRose noted that she volunteered for the Reading Across America Day at Landmark and was very impressed with the first grade class she read to.

## **18.0 UPCOMING BOARD MEETINGS/REMAINING BOARD MEETINGS FOR 2012**

All meetings, unless otherwise noted, take place at the District Office Boardroom, 292 Green Valley Road, Watsonville, CA. Closed Session begins at 6:00 pm; Open Session begins at 7:00 pm.

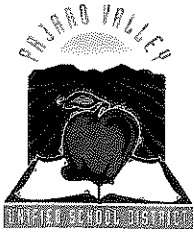
<b>March</b>	<ul style="list-style-type: none"> <li>▪ 21</li> <li>▪ 28</li> </ul>	<ul style="list-style-type: none"> <li>▪ Special Meeting: Migrant Head Start</li> </ul>
<b>April</b>	<ul style="list-style-type: none"> <li>▪ 11</li> <li>▪ 25</li> </ul>	
<b>May</b>	<ul style="list-style-type: none"> <li>▪ 9</li> <li>▪ 23</li> </ul>	<ul style="list-style-type: none"> <li>▪ Approve 3<sup>rd</sup> Interim Report</li> </ul>
<b>June</b>	<ul style="list-style-type: none"> <li>▪ 13</li> <li>▪ 27</li> </ul>	<ul style="list-style-type: none"> <li>▪ 10-11 Budget Adoption</li> </ul>
<b>July</b>	<ul style="list-style-type: none"> <li>▪</li> </ul>	<ul style="list-style-type: none"> <li>▪ No Meetings Scheduled</li> </ul>
<b>August</b>	<ul style="list-style-type: none"> <li>▪ 8</li> <li>▪ 22</li> </ul>	
<b>September</b>	<ul style="list-style-type: none"> <li>▪ 12</li> <li>▪ 26</li> </ul>	<ul style="list-style-type: none"> <li>▪ Unaudited Actuals</li> </ul>
<b>October</b>	<ul style="list-style-type: none"> <li>▪ 10</li> <li>▪ 24</li> </ul>	
<b>November</b>	<ul style="list-style-type: none"> <li>▪ 14</li> </ul>	<ul style="list-style-type: none"> <li>▪</li> </ul>
<b>December</b>	<ul style="list-style-type: none"> <li>▪ 5 Annual Organization Mtg.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Approve 1<sup>st</sup> Interim Report</li> </ul>

**19.0 ADJOURNMENT**

There being no further business to discuss, the meeting of the board was adjourned at 10:37 pm.

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Dorma Baker, Superintendent



**March 21, 2012**  
**BOARD STUDY SESSION**  
**MIGRANT AND SEASONAL HEAD START PROGRAM**  
**UNADOPTED MINUTES**  
**6:00 PM – 8:00 PM**  
**DISTRICT OFFICE**  
**BOARDROOM**  
292 Green Valley Road  
Watsonville, CA 95076

**1.0 OPENING CEREMONY – MEETING OF THE BOARD IN PUBLIC - 6:00 P.M.**  
President DeRose called the study session to order at 6:01 pm at 292 Green Valley Road, Watsonville, CA.

**1.1 Pledge of Allegiance**

Trustee Keegan led the Board in the Pledge of Allegiance.

**1.2 Welcome by Board President**

Trustees Kim De Serpa, Doug Keegan, Sandra Nichols, Karen Osmundson Jeff Ursino, Willie Yahiro and President Leslie DeRose were present.

**2.0 APPROVAL OF THE AGENDA**

Trustee Yahiro moved to approve the agenda. Trustee Keegan seconded the motion. The motion passed unanimously.

**3.0 STUDY SESSION: MIGRANT AND SEASONAL HEAD START PROGRAM**

Carole Clarke, Director of Migrant and Seasonal Head Start, began the session by providing background on the program, which is an effort to meet the needs of agricultural workers, both migrant and seasonal. The program focuses on the needs of migrant children, parents and community. Ms. Clarke reviewed the organization chart of the program, which begins with Stanislaus County Office of Education as the fiscal agent for the grantee, Central California Migrant Head Start. Ms. Clarke noted that the intent of the program is primarily to ensure parents have reliable childcare options so that they can participate in the State's workforce.

Ms. Clarke reported on the program and how it functions, including the distribution of Family Child Care Homes (FCCH) within the school district. She mentioned many of the benefits of having a Migrant and Seasonal Head Start program. Ms. Clarke presented the program's governance and its shared decision-making elements.

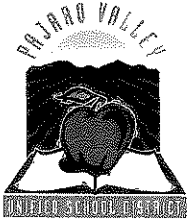
**4.0 ADJOURNMENT**

There being no further business to address, the Board adjourned the study session at 7:40 pm.

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Dorma Baker, Superintendent

**PAJARO VALLEY UNIFIED SCHOOL DISTRICT**



**Board Agenda Backup**

Item No: 11.1

**Date:** March 28, 2012

**Item:** Migrant & Seasonal Head Start Cost-of-Living Adjustment Proposal; "One Time Only" Addition of 40 Family Child Care Home Children for 2012 Season & Special Community Assessment/Feasibility Study for 40 Children for Fiscal Year 2013-14

**Overview:** 2012-2013 Cost-of-Living Adjustment: Entire amount to be allocated to cover a portion of annualized increase in employee health insurance costs. Increase health insurance costs anticipated to rise 10%. "One-Time-Only" ("OTO") Proposal to Serve 40 additional children in Family Child Care Homes for 2012 season and costs to conduct special community assessment/feasibility study for possible on-going services to 40 MSHS Children (March 1, 2013- February 28, 2014 fiscal year). Exploration of a braided/blended model of MSHS/C.D.D. funding will be carried out to determine feasibility and/or advisability of serving a cohort of migrant children at C.D.D. Buena Vista Camp for next funding cycle.

**Recommendation:** Recommend approval of Cost-of-Living Adjustment Proposal for 2013; Recommend approval of One-Time-Only Proposal to serve additional 40 children in Family Child Care Homes for 2012 season and to conduct special community assessment and feasibility study for migrant CDD/MSHS braided/blended funding model for 2013-14.

**Budget Considerations:**

**Funding Source:** U.S. Department of Health and Human Services via Grantee (Grantee is Central California Migrant Head Start; Stanislaus County Office of Education is grantee fiscal agent)

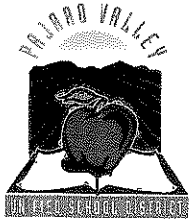
**Budgeted:** Yes:  No:

**Amount:** Cost-of-Living Adjustment \$45,243 Program Account 23; \$334,242 for Additional OTO Children/Assessment, Program Account 23; \$1,566 for Program Account 20 Training/Technical Assistance Funds

**Prepared By:** \_\_\_\_\_

**Superintendent's Signature:** Dorma Baker (ASJ)

**PAJARO VALLEY UNIFIED SCHOOL DISTRICT**



**Board Agenda Backup**

Item No: 11.2

**Date:** March 28, 2012

**Item:** Approval of the Student Calendar for the 2012-2013 School Year

**Overview:** The District developed its calendar committee comprised of parents, teachers, classified staff, principals, district personnel and union leadership in January of 2012. The calendar committee was charged with creating student calendars for the next three years: 2012-13, 2013-14, 2014-15.

Over the course of three meetings, the committee successfully completed a draft of the 2012-2013 school calendar. The committee felt it necessary to bring forward the first calendar as early as possible as there are pending professional development activities and summer school programs that need to be scheduled upon approval of the calendar. The committee will continue to work on the 2013-14 and 2014-15 calendars and plans to present these to the Governing Board in April.

As per the collective bargaining agreement between the Pajaro Valley Unified School District and the Pajaro Valley Federation of teachers, within ten (10) days after presentation to the Board either the District or the Union may provide written notice to the other party of intent to meet and negotiate on any and all of the recommendations of the calendar committee that are within the scope of negotiations.

If neither party notifies the other in writing, the calendar committee report shall be considered for adoption by the Governing Board at the next regular meeting following expiration of the ten (10) day notification period.

PVFT and the District do not foresee any issues from the recommended calendar. As such, it is being recommended for approval by the Board of Trustees. The calendar will not be official until it is ratified by the teachers. This process is scheduled to take place the week of March 26<sup>th</sup>. Upon ratification by the teachers and approval by the Board of Trustees, the calendar will be official and will be made public.

**Recommendation:** Approve the Student Calendar for the 2012-2013 School Year

**Prepared By:** Dr. Albert J. Roman, Assistant Superintendent

**Superintendent's Signature:**

*Dorinda Baker (Agf)*

**Pajaro Valley Unified School District**  
**2012-2013**  
**FINAL READING - DRAFT**



**JULY**

M	T	W	T	F
2	3	<del>4</del>	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

**AUGUST**

M	T	W	T	F
		1	2	3
6	7	8	9	10
<del>13</del>	14	15	<del>16</del>	<del>17</del>
<del>20</del>	21	22	23	24
27	28	29	30	31

**SEPTEMBER**

M	T	W	T	F
<del>3</del>	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

**OCTOBER**

M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	<del>17</del>	<del>18</del>	19
22	23	24	25	26
29	30	31		

**NOVEMBER**

M	T	W	T	F
			1	2
5	6	7	8	9
<del>12</del>	<del>13</del>	14	15	16
19	20	<del>21</del>	<del>22</del>	<del>23</del>
26	27	28	29	30

**DECEMBER**

M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	<del>20</del>	21
<del>24</del>	<del>25</del>	26	27	<del>28</del>
<del>31</del>				

CODE:

- Legal Holiday
- Stu/Tchr Recess
- Teacher Work Day
- Begin/End Qtr/Sem
- Trimesters
- SBC Days

16th SBC Day  
 17th Teacher Work Day  
 20th Begin/End Qtr/Sem

10 Student Days

3rd Labor Day

19 Student Days

17th End Qtr/Semester  
 18th Begin Qtr/Semester

23 Student Days

12th Veterans Day  
 13th Trimester Ends  
 21st-23rd Stu/Tchr Recess  
 22nd Thanksgiving  
 23rd Holiday

18 Student Days

20th End Qtr/Semester  
 12/21/12-1/11/13 Winter Brk  
 24th Holiday  
 25th Christmas  
 28th Classified Floater Holiday  
 31st Holiday  
 14 Student Days

1st Semester - 84 student days

**JANUARY**

M	T	W	T	F
	<del>1</del>	2	3	4
<del>7</del>	8	9	<del>10</del>	<del>11</del>
<del>14</del>	15	16	17	18
<del>21</del>	22	23	24	25
28	29	30	31	

**FEBRUARY**

M	T	W	T	F
				1
4	5	6	7	8
<del>11</del>	12	13	14	15
<del>18</del>	19	20	21	22
25	26	27	28	

1 Holiday  
 12/21/12-1/11/13 Wntr Brk  
 14th Begin Qtr/Semester  
 10-11 SBC Days  
 21 Martin Luther King Day  
 13 Student Days

11 Lincoln's Birthday  
 18 President's Holiday

18 Student Days

**MARCH**

M	T	W	T	F
				1
4	5	6	<del>7</del>	8
11	12	13	14	15
18	19	20	21	22
<del>25</del>	<del>26</del>	27	28	29

7th Trimester Ends  
 25th End Qtr/Semester  
 26th Begin Qtr/Semester  
 31 Easter Sunday

21 Student Days

**APRIL**

M	T	W	T	F
<del>1</del>	<del>2</del>	<del>3</del>	<del>4</del>	<del>5</del>
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

1-5 Spring Recess

17 Student Days

**MAY**

M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
<del>27</del>	28	29	30	31

27 Memorial Day

22 Student Days

**JUNE**

M	T	W	T	F
3	4	5	6	<del>7</del>
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

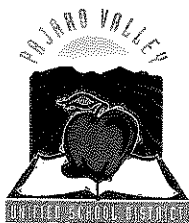
7th End Qtr/Semester  
 7th Trimester Ends

5 Student Days

**180 Instructional Days**

2nd Semester - 96 student days

**PAJARO VALLEY UNIFIED SCHOOL DISTRICT**



**Board Agenda Backup**

Item No: 11.3

**Date:** March 28, 2012

**Item:** Report, discussion and possible action on PVUSD Board's participation in the Santa Cruz County School Boards Association

**Overview:** The Board of Education of PVUSD has been invited again to be part of the Santa Cruz County School Boards Association.

The Association's intent remains to collaborate and support all county schools in legislative issues which affect our schools' ability to provide quality education. The ability of the boards' representatives to identify and voice education concerns to legislators is a critical task in these times of budget uncertainty.

Attached are the current bylaws for the Association as well as the list of current representatives. If you are interested in looking at past minutes, please visit their website: [www.sczcsba.wordpress.com](http://www.sczcsba.wordpress.com).

**Recommendation:** Report and discuss.

**Prepared By:** Dorma Baker, Superintendent

**Superintendent's Signature:**

*Dorma Baker (AB)*

## **Santa Cruz County School Boards Association**

Partners in Public Education

The Santa Cruz County School Boards Association (SCZCSBA) offers a professional and public forum for the elementary, high school and unified school district Boards of Trustees in Santa Cruz County. On behalf of all public school students in Santa Cruz County, the collaborative efforts of the Association will include a focus on education advocacy, professional governance, and policy recommendations. Working with the California School Boards Association (CSBA), the Association seeks to build partnerships with member school districts to support educational excellence for all children in our diverse communities.

Frequently Asked Questions about the SCZCSBA

2011 Welcome Letter

### **Santa Cruz County School Boards Association Officers**

President, George Wylie, San Lorenzo Valley Unified School District Trustee

Vice-President, Sue Roth, Scotts Valley Unified School District Trustee

Clerk to the Board, Allison Niday, former SVUSD Trustee

### **District Members and Board Representatives**

Bonny Doon Elementary School District- Julia Gaudinski

Happy Valley School District- Katie Freeman

Live Oak School District- Mike Pisenti

Mountain Elementary School District- Mark Szychowski

Pacific Elementary School District- Patty Auten

Santa Cruz City Schools-Cynthia Hawthorne

San Lorenzo Valley Unified School District — George Wylie

Scotts Valley Unified School District- Sue Roth

Soquel Union Elementary School District-Judy McGooden

County Association Adopted Bylaws (January 2011)



# Bylaws of the Santa Cruz County School Boards Association

*Approved January 20, 2011*

## ARTICLE I - NAME

The Association shall be known as the Santa Cruz County School Boards Association ("SCZCSBA").

## ARTICLE II - PURPOSE

The purpose of the Association shall be:

- 1) to promote and advance education in Santa Cruz County K-12 public schools;
- 2) to provide liaison and promote communications, cooperation and common interests among Santa Cruz County K-12 public school elected boards of trustees;
- 3) to advocate and/or lobby on behalf of the Association and Santa Cruz County School Boards to legislators at the local, state and federal levels to support public education; and
- 4) to support and cooperate with the California School Boards Association, as appropriate.

## ARTICLE III - MEMBERS

### Section 1 - Eligibility

All public K-12 school districts in Santa Cruz County and the County Office of Education are eligible for membership in the Association. Santa Cruz City Schools will be considered a single district for the purposes of membership in the Association. Any District that has voted to become a member of the Association is a member of the Association. Such membership shall continue unless the District terminates its membership. Members of the governing board of each district shall exercise the privileges of membership for their respective district. Administrative staff from individual districts are encouraged to attend any and all meetings of the Association, but will not have voting rights.

### Section 2 - Voting Rights.

All member district boards, and the County Office of Education, shall each be entitled to one vote for official administrative business of the Association. That vote will be cast by the respective board's District Member. All other decisions including political and legislative proposals, endorsements, and statements, shall be made by consensus.

### Section 3 - Membership Year

The Membership Year shall be from January 1- December 31. Districts can choose to opt-out of the Association with a written 30-day notice.

### Section 4 - Term of Office

District Members elected or appointed by their district boards shall serve for a term of one year. The number of terms which an individual may serve is not limited, provided the individual has been elected or appointed by his/her district board and continues to be a member of that district board.

### Section 5 - Meetings

The Association members (i.e., all board members of member districts) and any interested public shall meet on a bi-monthly basis. The time and place of regular meetings shall be determined by the membership. The President may call Special meetings, as needed.

### Section 6 - Quorum

A simple majority of the current membership shall constitute a quorum for the transaction of business.

### Section 7 - Attendance

Members shall notify the President if they are unable to attend a meeting of the Board. If a member is unable to attend a meeting, an alternate member selected by his/her district board, who shall have equivalent proxy rights to that of the District Member, may represent the district at the meeting.

Absence from a meeting due to illness or conflict with a district board meeting will be considered an excused absence.

If a member is absent and unexcused for three consecutive meetings, the President shall declare the position vacant and shall notify the member and his/her district board in writing.

## **ARTICLE V - OFFICERS/EXECUTIVE BOARD**

### Section 1 - Election of Officers

The officers of the Association shall consist of a President and a Vice President.

The President and Vice President shall be elected from among the membership at the January meeting.

### Section 2 - Officers' Term

Officers shall serve from January 1- January 31 of the next year. Officers shall serve for a term of one Membership year and may be re-elected.

### Section 3 - President's Duties

The President shall preside at all meetings, appoint all committees, and perform such other duties as the membership may specifically delegate to the President from time to time.

### Section 4 - Vice President's Duties

The Vice President shall assume the powers and duties of the President in his/her absence and perform such other duties as the membership or President may specifically delegate to the Vice President from time to time. The Vice President shall succeed to the Presidency when a vacancy occurs in that office.

## **ARTICLE VI - RECORDS AND REPORTS**

The Association shall keep at its principal office or other such place as the board determines: adequate and correct books; written minutes of the proceedings of its members, board and committees of the board; a record of each member's name, address and affiliation; and a copy of the bylaws, amended to date. Within 10 days of receipt of written demand, any member may inspect, copy minutes and bylaws, as amended to date, in person or by the members agent, at all reasonable times during office hours.

The clerk of the board shall be a non-voting member and will serve as the Secretary of the Association and in that capacity shall keep a record of minutes of all meetings, proceedings and actions of the Board, of committees of the Board and of member's meetings. The Clerk shall keep a copy of the articles of incorporation and bylaws, as amended to date and shall keep a record of the Association's members. The person performing said duties may be a board member of a member district, but is not required to be.

## **ARTICLE VII - AMENDMENTS AND REVISIONS**

These bylaws may be amended or revised through a majority vote of the districts. Suggested changes to the bylaws will be published and mailed to member districts from the Executive Board.

Proposed changes shall be published 30 days prior to a vote of members.

