



**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.

**DECEMBER 3, 2003
ANNUAL ORGANIZATIONAL BOARD MEETING
ADOPTED MINUTES**

**District Office Boardroom
292 Green Valley Road
Watsonville, CA 95076**

1.0 OPENING CEREMONY - MEETING OF THE BOARD IN PUBLIC –5:00PM

1.1 Call to Order

President Nichols called the meeting to order at 5:06 pm at the District Office at 292 Green Valley Road, Watsonville.

1.2 Public comments on closed session agenda.

None.

2.0 CLOSED SESSION

2.1

Public Employee Appointment: Certificated, Classified

New Hires

- 3 Secondary Teachers
- 1 Special Services Specialist
- 16 Substitutes

Rehires

- 2 Preschool Teachers
- 1 Special Services Specialist

Administrators

- 1 Elementary Administrator (Interim)

Transfers

- 1 Elementary Teacher

Promotions

- 1 Attendance Specialist
- 1 Groundskeeper II
- 1 Office Manager

Extra Period Assignments

- 2 Secondary Teachers

Permanent Appointments

- 1 Administrative Secretary IV – Confidential
- 1 Bus Driver
- 1 Instructional Support Aide

Additional Assignments

None

Return to Work

None

Extra Pay Assignment

- 45 Secondary Teachers

Leaves of Absences

- 1 Adult Education Teachers
- 1 Migrant Education Teacher
- 2 Special Services Specialists
- 1 Bus Driver
- 1 Campus Safety Coordinator
- 1 Guidance Assistant
- 1 Instructional Support Specialist II

Denied Leaves of Absence

None

Resignations/Retirements

- 1 Special Services Specialist

Supplemental Service Agreements

- 66 Teachers

Miscellaneous Action

- 1 Administrative Secretary II
- 1 Cafeteria Assistant
- 5 Instructional Support Specialist II
- 2 Instructional Support Specialist III

Limited Term – Project

- 1 Attendance Specialist
- 1 Computer Laboratory Assistant
- 2 Custodian I
- 1 District Attendance Specialist
- 9 Enrichment Specialist
- 8 Instructional Support Aide
- 1 Instructional Support Specialist IV

2 Office Assistant II

1 Translator

Limited Term - Substitute

1 Cafeteria Assistant

3 Campus Safety Coordinators

2 Instructional Support Specialist I

3 Instructional Support Specialist II

1 Office Assistant

Provisional

1 Instructional Support Specialist II

1 Office Assistant II

Exempt

1 Lead School Crossing Guard

17 School Crossing Guard

1 Special Project – MEES

4 Special Project – PUPILS

3 Yard Duty Supervisor

Students

4 Migrant OWE Student

7 Student Helper

4 Workability Student

Separations from Service

1 Campus Safety Coordinator

Tenures

None

Rescinds

None

2.2 Public Employee Discipline/Dismissal/Release/Leaves

2.3 Negotiations Update

a. CSEA

b. PVFT

c. Unrepresented Units: Management and Confidential

d. SCAST

2.4 Claims for Damages

2.5 Existing Litigation

a. Reeder/Hernandez vs. PVUSD

2.6 Pending Litigation

2.7 9 Expulsions

3.0 OPENING CEREMONY – MEETING OF THE BOARD IN PUBLIC – 6:00PM

President Nichols called the meeting of the Board in public to order at 6:02 pm.

3.1 Pledge of Allegiance

Trustees Roberts and Volpa led the Board in the Pledge of Allegiance.

3.2 Welcome by Board President

Trustees Rhea De Hart, Sharon Gray, Dan Hankemeier, Carol Roberts, Evelyn Volpa, Willie Yahiro, and President Sandra Nichols were present.

4.0 ACTION ON CLOSED SESSION

Action on Expulsions:

03-04-25 Trustee Gray moved to approve the disciplinary action as recommended by the panel. Trustee Hankemeier seconded the motion. The motion passed unanimously.

03-04-28 Trustee Gray moved to approve the disciplinary action as recommended by the panel. Trustee Hankemeier seconded the motion. The motion passed unanimously.

03-04-29 Trustee Gray moved to approve the disciplinary action as recommended by the panel. Trustee Hankemeier seconded the motion. The motion passed unanimously.

03-04-30 Trustee Gray moved to approve the disciplinary action as recommended by the panel. Trustee Hankemeier seconded the motion. The motion passed unanimously.

03-04-33 Trustee Gray moved to approve the disciplinary action as recommended by the panel. Trustee Hankemeier seconded the motion. The motion passed unanimously.

03-04-34 Trustee Gray moved to approve the disciplinary action as recommended by the panel. Trustee Hankemeier seconded the motion. The motion passed unanimously.

03-04-35 Trustee Gray moved to approve the disciplinary action as recommended by the panel. Trustee Hankemeier seconded the motion. The motion passed unanimously.

03-04-36 Trustee Gray moved to approve the disciplinary action as recommended by the panel. Trustee Hankemeier seconded the motion. The motion passed unanimously.

03-04-39 Trustee Gray moved to approve the disciplinary action as recommended by the panel. Trustee Hankemeier seconded the motion. The motion passed unanimously.

5.0 APPROVAL OF THE AGENDA

Trustee Hankemeier moved to approve the agenda. Trustee DeHart seconded the motion. The motion passed unanimously.

6.0 APPROVAL OF MINUTES

President Nichols requested that minutes for November 12, 2003 be pulled. Trustee Volpa moved to pull minutes. Trustee Roberts seconded the motion. The motion passed 6/1/0:

Ayes: 6

Nays: 1 (Hankemeier)

Abstentions: 0

Absent: 0

7.0 ANNUAL ORGANIZATIONAL MEETING

Public comment:

Dan Hernandez, community member, spoke in favor of having Trustee DeHart head the board.

7.1 *Election of Officers of the Board and Appointment of Representative to the Board Agenda Review Committee*

1. President

Trustee Gray moved to elect Trustee DeHart as president. Trustee Roberts seconded the motion. A roll call vote was taken and the motion passed unanimously.

President DeHart took seat as elected president and acknowledged the dedication that Trustee Nichols showed through her tenure as president. She commented on the work that still lays ahead for the Board.

2. Vice President/Clerk

Trustee Nichols moved to elect Trustee Gray as Vice President/Clerk. Trustee Roberts seconded the motion. The motion passed 4/3/0:

Ayes: 4

Nays: 3 (Yahiro, Volpa, Hankemeier)

Abstentions: 0

Absent: 0

3. Board Agenda Review Committee

Trustee Yahiro nominated Trustee Hankemeier to be the third member of the Board Agenda Review Committee. Trustee Roberts seconded the motion. The motion passed unanimously.

7.2 *Appointments to the Board Committees and Organizations*

The following Trustees were appointed by President DeHart to these committees:

1. Community Advisory Committee – SELPA

Trustees Hankemeier and Nichols.

2. District English Learners Advisory Committee (DELAC)

Trustee Nichols.

3. Fringe Benefits

Trustees Gray, Volpa and President DeHart.

4. Governmental Relations

Members for this committee will be selected in January or February of 2004.

5. Mello Center JPA

Trustees Roberts and Gray.

6. Pajaro Valley Prevention and Student Assistance (PVPSA)

President DeHart and Trustees Gray and Roberts as alternates.

7. Safety Committee

Trustees Gray and Volpa.

8. SPECTRA

Trustee Gray.

9. Migrant Head Start Policy Advisory

Trustee Hankemeier and President DeHart.

10. GATE Advisory Committee
Trustees Volpa and Hankemeier.

7.3 Approval of Meeting Dates for 2004

Trustee Nichols moved to approve schedule of meetings for 2004. Trustee Roberts seconded the motion. The motion passed unanimously.

The board briefly deliberated about the dates approved. Trustee Roberts moved to have Trustees with conflicts notify President DeHart. Trustee Volpa seconded the motion. The motion passed unanimously.

8.0 SUGGESTIONS, COMMENTS, AND CONCERNS

8.1 Employee Organizations - PVFT, CSEA, PVAM and SCAST

PVFT - Carolyn Savino, president, commented that this would be a difficult night for everyone today due to budget proposals. She said that on a positive note, there may not be a calendar controversy this year. She concluded by stating that teachers have given over and over again and they may not be willing to give again.

CSEA - Mary Ann Gomez, president, commented that union members have given more than their fair share. She added that it is difficult for students when the classroom is affected with budget cuts.

SCAST - Miriam Taylor, secretary, reported that works slow-downs by substitute teachers would continue until an acceptable pay rate is negotiated.

PVAM - Bob Rasmussen, member, welcomed President DeHart to her position and thanked Trustee Nichols for her work as president. He spoke of the difficult decision that faces the board in terms of budget. He spoke of the importance of keeping students on mind and of working together to overcome these challenges.

8.2 Student(s) Trustee Report

Trustee Roberts introduced Lupe Quintero, student trustee representing Renaissance High School. Student Quintero did not make a report.

8.3 Governing Board Comments

None.

8.4 President's Report

President DeHart spoke about procedures for public comment.

8.5 Superintendent's Report

Dr. Mays thanked Trustee Nichols for her devotion to duty, thanked President DeHart for her willingness to take the challenge, and thanked all Trustees for their dedication to the district. She concluded by stating that respect for one another is critical.

9.0 VISITOR NON-AGENDA ITEMS

Chayanne Marani and Jasmine Marani presented President DeHart with flowers.

Sylvia Previtali, retired teacher, commented on the good quality of leaders on the Board and thanked Trustee Nichols for her work as Board President by singing a song to her.

Nancy Orosco, president of Parents United, commended the work of Trustee Nichols.

Dan Hernandez, community member, spoke about the relinquishment of levee maintenance, possible parcel tax, and invited everyone to attend a Pajaro River Control Discussion group.

Bernard Feldman, unaffiliated member of the community, thanked the board for their time and spoke of his relationship with Trustee Nichols as well as of his effort to control potential noise problems at the new High School.

Tom Alejo, member of the Latino Oversight Committee, commended Trustee Nichols for her work as Board president.

Luis A. Alejo, attorney and director of the student empowerment project, thanked Trustee Nichols for the exemplary work with the community as Board president.

Ramon Gomez, city council member and parent, thanked Trustee Nichols for the work she did as Board president.

10.0 CONSENT AGENDA

10.1 Purchase Orders – 11/7/03 to 11/24/03

10.2 Warrants – 11/7/03 to 11/24/03

10.3 Approve Animal Hospital of Soquel donation of computer equipment, an estimated value of \$400.00.

10.4 Approve HP Computers, Julie Holliday, donation of computer equipment, an estimated value of \$1,950.00.

10.5 Approve Carl D. Perkins Vocational Education Application.

10.6 Approve Contract with Jim Booth for Use of Duncan Holbert Swimming Pool.
This item was deferred.

10.7 Certificated/Classified Approval (See Closed Session Agenda).

Trustee Volpa moved to approve the consent agenda deferring item 10.6 for clarification. Trustee Nichols seconded the motion. The motion passed unanimously.

11.0 DEFERRED CONSENT ITEMS

10.6 Approve Contract with Jim Booth for Use of Duncan Holbert Swimming Pool.

Trustee Volpa asked for clarification on the cost to the district with this agreement. Mr. McHenry confirmed that Jim Booth would be responsible for all maintenance and that there should be no additional cost to the district.

Trustee Hankemeier moved to approve this item. Trustee Volpa seconded the motion. The motion passed unanimously.

12.0 ITEMS FOR REPORT AND DISCUSSION

None.

13.0 ITEMS SCHEDULED FOR POSSIBLE ACTION

13.1 Report, discussion and possible action to Approve Fiscal Stability Plan for 04-05 and 05-06; The four Budget Committee Subgroups (Parents, Classified Staff, Certificated Staff, and Management) will each present their recommendation to the Board. Report by Terry McHenry, Associate Superintendent and Mary Hart, Director of Finance.

Dr. Mays commented on the role of the administration of advising the board on recommendations for the budget. She said that the information is a projection for two and three years ahead and that the numbers could change.

Terry McHenry explained that the motion requested would allow for a plan to be presented to the County to approve a budget for the next two years. He added that the results of not presenting a fiscal stability plan for 04-05 and 05-06 could be the State taking over the fiscal responsibility of the District. He gave the Board an update on the first interim budget report for 2003-04 fiscal year stating that, including the addition of new revenues, expenditures, and savings in transportation, there is a deficit of about 3 million. For 04-05 the deficit increases to about 7.5 million and to 8.3 million in 05-06. He spoke of the process the Budget Committee followed to arrive to the recommended list of reductions, stating that the list of items was developed and prioritized by four committee subgroups: parents, classified employees, certificated employees, and administration. He reported on specifics on transportation, noting that the district separates special education and regular transportation and that any consideration to reduce services would only be for regular education. He added that transportation encroachment to the general fund is of \$1,035,763. He said that there are four options to reduce this encroachment: 1) eliminate all secondary (middle and high schools) for a savings of \$1,000,000; 2) increase secondary walking distance to 5 miles for a savings of \$500,000; 3) increase secondary walking distances for middle schools to 2 miles and high schools to 3 miles for a savings of \$300,000; and 4) eliminate all non-special education transportation for savings of \$1,035,763. He commented that the easiest option would be to eliminate all secondary education. He spoke of options for retirement savings for all staff. He gave an overview of district management positions and how they are funded; there are 44.6 total and out of those, 22.5 are paid out of restricted funds and 22.1 are paid out of general funds. He reported on management positions that have been eliminated or are being proposed for elimination. He commented that the a budget subcommittee is developing a management audit which should be brought to the board by March of 2004. He reported on District Office rental and space utilization and the options for the District Office to leave its current location and be housed elsewhere, adding that the latter option would be more costly than current lease. Mr. McHenry concluded his presentation by speaking about health benefits, stating that benefits cannot increase more than 5% in the next two years to make budget. He said that the Benefit Committee is looking at plan changes and contributions to seek a favorable solution.

After Mr. McHenry's presentation, each one of the subgroups presented their recommendations to the Board. Mary Ann Gomez, president of CSEA, presented Classified subgroup recommendations. Carolyn Savino, president of PVFT, presented Certificated subgroup recommendations. Michael Jones, principal of Alianza, and Carol Evans, director of purchasing, presented Management subgroup recommendations. Peter Stoll, Mark Kirby, Nicole Benford and Aurelio Gonzalez presented recommendations on behalf of the Parents subgroup.

Public comment:

Michael Jones, principal, spoke of his concerns for the possible loss of leadership and control if the elimination of the Assistant Superintendent for Charter Schools and Alternative Education takes place. He added that the needs and interests of these schools should be represented in the District Office.

Mary Balzer, SPIN Director, spoke in support of all special education services.

Debbie Walsh, teacher, spoke in favor of protecting release time for teachers and presented a petition to board from other teachers supporting keeping release time.

Pat Burnet, teacher, spoke against salary reductions for teachers.

Terry Medina, chief of police and spokesperson for PVPSA, commented on services offered to district students who require preventative assistance and spoke in favor of keeping those services.

Sarah Leonard, teacher, spoke in favor of keeping reductions as far away from the classroom as possible.

Kim Ople, Media Technician, spoke about the job of media technicians of the benefits libraries offers to students.

Steven Martinez, classified employee, spoke of the history of lost positions for classified employees and asked for equal consideration for all staff.

Donna Schipper, teacher, spoke against cuts close to the classrooms.

Bill Callahan, teacher, spoke of the good work that Dr. Nancy Bilicich does for the District.

After public comments, Dr. Mays presented the following list of proposed reductions for 04-05 and 05-06 to the Board as a starting point for deliberation:

Item Number	Description of Item	\$ Amount
#3	Reduce Board Expenditures	\$10,000
#5	Elementary Assistant Principals	\$426,448
#8	All Admin: 5 Day Salary Reduction	\$143,660
#20	Reduce one Assistant Sup	\$130,000
#22	Extra Pay Working Out of Class (results in and additional cost to the district of \$150,000)	\$24,000
#26	DO Support	\$103,000
#29	Benefits Cap	\$1,000,000
#33	Freeze Step & Column	\$2,000,000
#45	Custodial Work Year	\$200,000
#53	Consultants	\$50,000
#62	Transportation	\$1,035,763
#80	Savings on Vacancies	\$97,292
# none	Retirement Savings	\$300,000
#92	Deferred Maintenance	\$597,500
#25	Coordinators	\$112,000
#none	DO Rent Savings	\$100,000

Trustee Volpa moved to delete item #22 from the list. Trustee Roberts seconded the motion. The motion passed 5/2/0:

Ayes: 5

Nays: 2 (Nichols, DeHart)

Abstentions: 0

Absent: 0

Trustee Nichols moved to change list item on retirement to be for teacher incentives only as it would represent an additional savings of approximately \$200,000. Trustee Volpa seconded the motion.

The motion passed 5/2/0:

Ayes: 5

Nays: 2 (Yahiro, DeHart)

Abstentions: 0

Absent: 0

Trustee Hankemeier moved to add to the list a 2% across the board salary reduction. Trustee Nichols seconded the motion. The motion was amended to include the deletion of numbers 8 and 33 from the list. A roll call vote was taken and the motion passed unanimously.

Trustee Volpa moved to eliminate transportation encroachment of \$1,035,763 in the general fund and to have the specifics on how that should be done come to the Board at a later date. Trustee

Roberts seconded the motion and amended it to clarify that whatever reduction recommendation the committee presents has to show that no general funds are lost. Trustee Volpa accepted the amendment to the motion. A roll call vote was taken and the motion passed unanimously.

Trustee Volpa moved to add department chair stipends to the list, with the understanding that this is a negotiable item. Trustee Roberts seconded the motion. A roll call vote was taken and the motion passed 6/0/1:

Ayes: 6
 Nays: 1 (DeHart)
 Abstentions: 0
 Absent: 0

A savings of \$100,000 on maintenance supplies was added to the list.

After discussion on the additions, deletions and changes to the proposed list for Year One, 04-05, Trustee Volpa moved to approve this item. Trustee Nichols seconded the motion. A roll call was taken and the motion passed unanimously, resulting in the following list of recommended reductions for 04-05:

Item Number	Description of Item	\$ Amount
#3	Reduce Board Expenditures	\$10,000
#5	Elementary Assistant Principals	\$426,448
#20	Reduce one Assistant Sup	\$130,000
#26	DO Support	\$103,000
#29	Benefits Cap	\$1,000,000
#45	Custodial Work Year	\$200,000
#53	Consultants	\$50,000
#62	Transportation	\$1,035,763
#80	Savings on Vacancies	\$97,292
# none	Retirement Savings (Teacher Only)	\$526,578
#92	Deferred Maintenance	\$597,500
#25	Coordinators	\$112,000
#none	DO Rent Savings	\$100,000
#42	Department Chair Stipends	\$61,000
#none	2% Salary Reduction for All	\$1,500,000
#57	Maintenance Supplies	\$100,000

For Year Two, 05-06, the Board agreed that items numbers 3, 5, 20, 26, 29, 45, 53, 62, 80, 92, 25, 42, 57, in addition to item 2% Salary Reduction for All, would remain the same as Year One. DO Rent Savings for Year Two would be \$50,000.

Trustee Gray moved to consider a reduction of two Directors out of eight that exist. Trustee Hankemeier seconded the motion. A roll call vote was taken and the motion passed 6/1/0:

Ayes: 6
 Nays: 1 (Yahiro)
 Abstentions: 0
 Absent: 0

Trustee Gray moved to add to the list a reduction of \$100,000 from Special Education. Trustee Roberts seconded the motion. The motion passed 5/2/0:

Ayes: 5
 Nays: 2 (Yahiro, DeHart)
 Abstentions: 0
 Absent: 0

Trustee Gray moved to approve Year Two list. Trustee Volpa seconded the motion. A roll call was taken and the motion passed unanimously, resulting in the following list of recommended reductions for 05-06:

Item Number	Description of Item	\$ Amount
#3	Reduce Board Expenditures	\$10,000
#5	Elementary Assistant Principals	\$426,448
#20	Reduce one Assistant Sup	\$130,000
#26	DO Support	\$103,000
#29	Benefits Cap	\$1,000,000
#45	Custodial Work Year	\$200,000
#53	Consultants	\$50,000
#62	Transportation	\$1,035,763
#80	Savings on Vacancies	\$97,292
#92	Deferred Maintenance	\$597,500
#25	Coordinators	\$112,000
#none	DO Rent Savings	\$50,000
#42	Department Chair Stipends	\$61,000
#none	2% Salary Reduction for All	\$1,500,000
#57	Maintenance Supplies	\$100,000
#none	Directors (2)	\$250,000
#63	Special Ed	\$100,000

Trustee Gray left the meeting at 11:05 pm.

- 13.2 Report, discussion and possible action to Approve Contract with Santa Cruz County Office of Education, California Educational Computer Consortium, for the Human Resources Financial System. Report by Terry McHenry, Associate Superintendent.**
Trustee Roberts moved to approve this item. Trustee Volpa seconded the motion. The motion passed unanimously.

Trustee Volpa moved to continue the meeting past 11:00 pm. Trustee Roberts seconded the motion. The motion passed 6/0/1:

Ayes: 6
Nays: 0
Abstentions: 0
Absent: 1 (Gray)

- 13.3 Report, discussion and possible action to Approve Resolution #03-04-11, Appointment of Teachers Out of Their Normal Subject Areas. Report by Dorma Baker, Assistant Superintendent, Human Resources.**

Trustee Roberts moved to approve this item. Trustee Volpa seconded the motion. The motion passed 6/0/1:

Ayes: 6
Nays: 0
Abstentions: 0
Absent: 1 (Gray)

14.0 UPCOMING BOARD MEETINGS

- 14.1 December 15, Special Board Meeting, Approve 1st Interim Report and Fiscal Stability Plan, District Office, Boardroom, 292 Green Valley Road, Watsonville, CA. Session begins at 6:00 pm.**

- 14.2 Items for Subsequent Board Meeting Agendas.**

15.0 ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 11:15 pm.

Secretary