

**REGULAR MEETING OF THE BOARD OF TRUSTEES**  
**Thursday, March 12, 2020**

**Members present**

Jeff Conwell, Maria Haug, Jeannie Kerr, Lisa Pelosi, Julio Olguin

**1. CALL TO ORDER**

**A. WELCOME MESSAGE FROM THE BOARD PRESIDENT**

President Haug called the meeting to order at 6:00PM.

**2. APPROVAL OF AGENDA**

**A. APPROVAL OF THE AGENDA**

The board approved the meeting agenda, as presented.

Motion by Jeannie Kerr, second by Lisa Pelosi.

Final Resolution: Motion Carries

Aye: Jeff Conwell, Maria Haug, Jeannie Kerr, Lisa Pelosi, Julio Olguin

**3. FLAG SALUTE**

President Haug led the public in the Pledge of Allegiance.

**4. PUBLIC COMMENT ON OPEN SESSION ITEMS**

**A. PUBLIC COMMENTS AT SHUSD BOARD MEETINGS**

There were no comments made by the public on items not on the agenda.

**5. PRESENTATIONS**

**A. PRESENTATION BY THE STUDENT REPRESENTATIVE OF THE BOARD**

Mr. Joe Brawdy, Student Representative of the Board, provided the board with a presentation on activities at all four school sites.

**B. PRESENTATION ON THE NAPA VALLEY VINE TRAIL**

Philip Sales, Executive Director of the Napa Valley Vine Trail Coalition, provided the board with an update on the Napa Valley Vine Trail project and requested that the board consider granting an easement in front of the Vintage Hall parking lot and the Coop Nursery School.

Anna Chouteau provided public comment on the agenda item.

**C. PRESENTATION ON GIVE BIG!**

Anna Chouteau and Cecilia Raffo from the Give BIG! Steering Committee provided a presentation on the 6th annual Give BIG! social media fundraiser.

**6. COMMUNICATIONS**

**A. BOARD MEMBER REPORTS**

Trustee Pelosi provided a report on The St. Helena Primary School

**B. SUPERINTENDENT'S SUB-COMMITTEE REPORTS**

Board members reported on the Board Policy Committee Meeting held on Monday, February 24, 2020.

Board members reported on the Business Operations Committee Meeting held on Wednesday, March 4, 2020.

**C. ST. HELENA TEACHERS' ASSOCIATION (SHTA) REPORT TO THE BOARD**

St. Helena Teachers' Association (SHTA) President Brandon Farrell provided a report to the Board.

**D. CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) #287 REPORT TO THE BOARD**

The California School Employees Association (CSEA)#287 did not provide a report for the month of March.

**E. SUPERINTENDENT'S REPORT**

Superintendent, Dr. Marylou Wilson, provided the board with information on the current Coronavirus (COVID-19) epidemic and the impact on student events.

**F. ST. HELENA HIGH SCHOOL PRINCIPAL'S REPORT TO THE BOARD**

The St. Helena High School Principal's Report to the Board is attached to the meeting agenda.

**G. ROBERT LOUIS STEVENSON MIDDLE SCHOOL PRINCIPAL'S REPORT TO THE BOARD**

The Robert Louis Stevenson Middle School Principal's Report to the Board is attached to the meeting agenda.

**H. ST. HELENA ELEMENTARY SCHOOL PRINCIPAL'S REPORT TO THE BOARD**

The St. Helena Elementary School Principal's Report to the Board is attached to the meeting agenda.

**I. ST. HELENA PRIMARY SCHOOL PRINCIPAL'S REPORT TO THE BOARD**

The St. Helena Primary School Principal's Report to the Board is attached to the meeting agenda.

**7. CONSENT AGENDA**

**A. APPROVAL OF THE MINUTES OF THE REGULAR MEETING ON FEBRUARY 13, 2020**

**B. CONTRACTS UNDER \$25,000**

**C. APPROVAL/RATIFICATION OF FIELD TRIPS**

**D. APPROVAL OF THE REVISED 2020-2021 SCHOOL YEAR ACADEMIC CALENDAR**

**E. APPROVAL OF THE REVISED 2019-2020 DISTRICT SAFETY PLAN**

**F. APPROVAL OF SURPLUS PROPERTY - MARCH, 2020**

**G. APPROVAL OF PERSONNEL REGISTER #19-20 7**

**H. RATIFICATION OF ACCOUNTS PAYABLE WARRANT REGISTERS #30 THRU 33, FY 2019-20.**

The Board approved the Consent Agenda, as presented.

Motion by Jeannie Kerr, second by Julio Olguin.

Final Resolution: Motion Carries

Aye: Jeff Conwell, Maria Haug, Jeannie Kerr, Lisa Pelosi, Julio Olguin

**8. STUDENT LEARNING & ACHIEVEMENT**

**A. PRESENTATION ON THE 2019-2020 LOCAL CONTROL ACCOUNTABILITY PLAN (LCAP) MONTHLY UPDATE**

The Governing Board received a presentation by district staff on Parent/Community Engagement.

**B. PRESENTATION OF THE ROBERT LOUIS STEVENSON SPANISH PROGRAM**

Principal Karin Cox provided a presentation to the Governing detailing Spanish instruction at Robert Louis Stevenson Middle School.

**C. PRESENTATION ON THE DEVELOPMENT OF THE SHUSD/CJUSD TRANSITION PROGRAM**

The board received a presentation on the SHUSD/CJUSD Transition program including the progress to date and next steps moving forward.

**D. REPORT ON SHUSD 2020 SUMMER SCHOOL OFFERINGS**

The board reviewed the 2020 Summer School Report.

**9. BOARD-RELATED ITEMS**

**A. REVIEW AND CONSIDER APPROVAL OF GUIDELINES AND AN APPLICATION FORM FOR COMMEMORATIVE DONATED ADDITIONS TO FACILITIES OR GROUNDS**

The board approved the guidelines and an application form for commemorative donated additions to facilities or grounds.

Motion by Jeff Conwell, second by Jeannie Kerr.

Final Resolution: Motion Carries

Aye: Jeff Conwell, Maria Haug, Jeannie Kerr, Lisa Pelosi, Julio Olguin

**B. REQUEST FOR APPROVAL OF BOARD POLICY REVISIONS- MARCH 2020**

The board approved the Board Policy Revisions, March 2020, as presented.

Motion by Lisa Pelosi, second by Julio Olguin.

Final Resolution: Motion Carries

Aye: Jeff Conwell, Maria Haug, Jeannie Kerr, Lisa Pelosi, Julio Olguin

**C. REQUEST FOR ADOPTION OF RESOLUTION #19-17, WEEK OF THE VOLUNTEER**

Trustee Kerr read Resolution #19-17, Week of the Volunteer.

The board approved the adoption of Resolution #19-17, Week of the Volunteer.

Motion by Lisa Pelosi, second by Jeff Conwell.

Final Resolution: Motion Carries

Aye: Jeff Conwell, Maria Haug, Jeannie Kerr, Lisa Pelosi, Julio Olguin

**10. FACILITIES**

**A. MARCH, 2020 FACILITIES UPDATE -WRITTEN REPORT**

The board reviewed the Written Report, March 2020 Facilities Update.

**B. AWARD A CONTRACT TO C&J PAINTING FOR INTERIOR PAINTING AT SHHS, SHES, AND RLS**

The board awarded a contract to C&J Painting for interior painting at SHHS, SHES, and RLS.

Motion by Julio Olguin, second by Jeannie Kerr.

Final Resolution: Motion Carries

Aye: Jeff Conwell, Maria Haug, Jeannie Kerr, Lisa Pelosi, Julio Olguin

**11. HUMAN RESOURCES**

**A. REVIEW AND CONSIDER APPROVAL OF EXECUTIVE CABINET SALARY SCHEDULES**

The board approved the Executive Cabinet Salary Schedules as presented.

Motion by Jeannie Kerr, second by Julio Olguin.

Final Resolution: Motion Carries

Aye: Jeff Conwell, Maria Haug, Jeannie Kerr, Lisa Pelosi, Julio Olguin

**B. REVIEW AND CONSIDER APPROVAL OF CONTRACT AMENDMENT #7 FOR ANDREA STUBBS, CHIEF BUSINESS OFFICIAL**

The board approved Contract Amendment #7 for Andrea Stubbs, Chief Business Official.

Motion by Lisa Pelosi, second by Jeannie Kerr.

Final Resolution: Motion Carries

Aye: Jeff Conwell, Maria Haug, Jeannie Kerr, Lisa Pelosi, Julio Olguin

**C. REVIEW AND CONSIDER APPROVAL OF CONTRACT AMENDMENT #6 FOR CHRISTOPHER JAMES HELLER, CHIEF ACADEMIC/HUMAN RESOURCES OFFICER**

The board approved Contract Amendment #6 for Christopher James Heller, Chief Academic/Human Resources Officer.

Motion by Julio Olguin, second by Jeannie Kerr.

Final Resolution: Motion Carries

Aye: Jeff Conwell, Maria Haug, Jeannie Kerr, Lisa Pelosi, Julio Olguin

**12. BUSINESS & OPERATIONS**

**A. REVIEW AND CONSIDER APPROVAL OF THE 2019-20 SECOND INTERIM REPORT**

The board approved the 2019-20 Second Interim Report

Motion by Jeannie Kerr, second by Julio Olguin.

Final Resolution: Motion Carries

Aye: Jeff Conwell, Maria Haug, Jeannie Kerr, Lisa Pelosi, Julio Olguin

**B. UPDATE ON TRANSPORTATION SERVICES - PLANNING FOR 2020-21**

The board reviewed the written update on transportation services and the planning for 2020-2022.

**C. APPROVAL OF CONTRACTS OVER \$25,000**

The board approved all contracts over \$25,000.

Motion by Lisa Pelosi, second by Julio Olguin.

Final Resolution: Motion Carries

Aye: Jeff Conwell, Maria Haug, Jeannie Kerr, Lisa Pelosi, Julio Olguin

**D. SECOND BOARD REVIEW OF THE 2020-21 DRAFT BUDGET ASSUMPTIONS (WRITTEN REPORT)**

The board reviewed the Written Report on the 2020-2021 Draft Budget Assumptions.

**E. PUBLIC HEARING AND APPROVAL OF THE DEVELOPER FEE JUSTIFICATION STUDY AND RESOLUTION #19-15 IN THE MATTER OF INCREASING SCHOOL FACILITIES FEES AS AUTHORIZED BY GOVERNMENT CODE SECTION 65995(b)3**

President Haug opened the public hearing for the Developer Fee Justification Study and Resolution #19-15 at 7:54 PM.

President Haug closed the public hearing for the Developer Fee Justification Study and Resolution #19-15 at 7:56PM.

There were no comments made by members of the public.

The board approved the Developer Fee Justification Study and Resolution #19-15 in the Matter of Increasing School Facilities Fees.

Motion by Lisa Pelosi, second by Jeff Conwell.

Final Resolution: Motion Carries

Aye: Jeff Conwell, Maria Haug, Jeannie Kerr, Lisa Pelosi, Julio Olguin

### **13. FUTURE AGENDA ITEMS**

#### **A. FUTURE AGENDA ITEMS**

The board reviewed the list of future agenda items:

- Student Presentation
- Adopt a School Presentation - Trustee Kerr
- Citizen's Oversight Committee Annual Report
- Report on the Green Initiative
- Written Report on CASSPP Baseline Science Scores
- St. Helena Preschool for All Report
- Spanish Update – SHHS
- LCAP Monthly Report - Stakeholder Report
- Budget Assumptions
- Run BIG! Presentation
- Presentation on Energy Proposal
- Resolution - Staff Appreciation Month

### **14. PUBLIC COMMENT ON CLOSED SESSION ITEMS**

#### **A. COMMENTS FROM THE PUBLIC ON CLOSED SESSION ITEMS**

There were no comments made on the Closed Session item.

### **15. CLOSED SESSION**

#### **A. PERSONNEL (GOVERNMENT CODE 54957: PUBLIC EMPLOYEE PERFORMANCE EVALUATION: SUPERINTENDENT)**

### **16. RECONVENE TO OPEN SESSION**

#### **A. REPORT OF ACTIONS TAKEN IN CLOSED SESSION, IF ANY**

President Haug reported that in Connection with Item A., the Board conducted the Superintendent's Mid-Year Evaluation

### **17. ADJOURNMENT**

#### **A. ADJOURNMENT**

President Haug closed the meeting at 8:45PM.

Motion by Jeannie Kerr, second by Lisa Pelosi.

Final Resolution: Motion Carries

Aye: Jeff Conwell, Maria Haug, Jeannie Kerr, Lisa Pelosi, Julio Olguin

  
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Maria Haug, Board President      Date      4/2/2020