



# PERRIS UNION

## HIGH SCHOOL DISTRICT

### MINUTES

#### SPECIAL MEETING OF THE BOARD OF TRUSTEES

June 4, 2018

### ROLL CALL

#### **Present:**

Trustee Jose Luis Araux, President  
Trustee Edward Garcia, Jr., Vice President  
Trustee David Nelissen, Clerk  
Trustee Anthony T. Stafford, Sr., Member  
Trustee Carolyn Twyman, Member

#### **Administrative Staff Present:**

Grant Bennett, Superintendent; Candace Reines, Deputy Superintendent – Business Services; Kirk Skorpanich, Assistant Superintendent – Human Resources; Dr. Marilyn Saucedo, Assistant Superintendent – Educational Services; Joseph Williams, Executive Director – Technology; Alisha Fogerty, Director – Fiscal Services; Judy Miller, Director – Risk Management and Environmental Safety; Hector Gonzalez, Director – Facilities; Nick Newkirk, Director – Purchasing; Art Fritz, Director – Facilities Services; Audrey Mitchell, Director – Nutrition Services; James Heckman, Assistant Director – Technology; Julie Zierold, Director – Curriculum and Instruction; Pete Herman, Director – Pupil Services; Dian Martin, Director – Learning Support Services; Charles Tippie, Director – Learning Support Services; Mark Synnott, Coordinator – Educational Services (Career Technical Education); Kerry Bobbitt, Coordinator – Student Information Systems; Dr. Rebecca Gehlke, Coordinator – Special Education (Mental Health Services); Nick Hilton, Director – Human Resources; Juan Santos, Principal – Perris High School; Jennifer Thomasian, Principal – Paloma Valley High School; Frank Arce, Principal – Heritage High School; Michael Rhodes, Commandant – California Military School; and Tate Burns, Executive Officer - California Military Institute

#### **Others Attending:**

Vickey Mueller, Helen Stimach, Robbin Campbell, Veronica Rangel, Holly Santisteven; Tara Hefner, Stephanie Karjala, Louise Lopez, Eily Trapp, Dana Brisco, Wesley Stimach, Maria Padilla, Cristina Macias, Juanita Nava, Josh Rushing, John Phillips, Cindy Paul, Sanjuana Gomez, Joanna Dorado, Lori Thornton, Silvia Rodriguez, Ashton Gobert, Lois Cunningham, Lilia Tomayo, Rosa Machado, Matt Schmidt, Lillian Coffey, Gabriela Lopez, Herminia Gaxiola, Xavier Padilla, Julia Peacock, Sarah Rico, Lori Ortell, and others

## **PUBLIC NOTICE**

**1.1 PUBLIC NOTICE: The writings, documents, or public records described in SB No. 343 are available at the District Office, currently located at 155 East Fourth Street, Perris, CA 92570**

## **CALL TO ORDER**

**2.1 CALL TO ORDER: The President of the Board of Trustees Will Call the Perris Union High School District Special Meeting to Order**

The President of the Board of Trustees called the meeting to order at 3:32 p.m.

## **INVITATION TO ADDRESS THE BOARD OF TRUSTEES ON CLOSED SESSION ITEMS ONLY**

**3.1 INVITATION TO ADDRESS THE BOARD OF TRUSTEES: Closed Session Items Only**

There were no requests to address the Board regarding Closed Session items.

## **ADJOURN TO CLOSED SESSION**

**4.1 ADJOURN TO CLOSED SESSION: The Board of Trustees Will Discuss Items Listed in this Section**

- **4.2 PUPIL MATTERS - Pursuant to Education Code §48912 and §48918**
- **4.3 PUBLIC EMPLOYEE EMPLOYMENT/APPOINTMENT – Pursuant to Government Code § 54957**
- **4.4 PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE - Pursuant to Government Code §54957**
- **4.5 CONFERENCE WITH LABOR NEGOTIATORS - Pursuant to Government Code §54957.6**
  - **Employee Group: Perris Secondary Educators Association (PSEA), Agency Representative: Kirk Skorpanich, Assistant Superintendent - Human Resources;**
  - **Employee Group: California School Employees Association (CSEA), Agency Representative: Kirk Skorpanich, Assistant Superintendent – Human Resources**

### **ORIGINAL - Motion**

Member (**Edward Garcia, Jr.**) moved, Member (**David Nelissen**) seconded to approve the **ORIGINAL** motion, “It is recommended that the Board of Trustees adjourn into Closed Session to discuss the items listed in this section:

- 4.2 PUPIL MATTERS - Pursuant to Education Code §48912 and §48918
- 4.3 PUBLIC EMPLOYEE EMPLOYMENT/APPOINTMENT – Pursuant to Government Code § 54957
- 4.4 PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE - Pursuant to Government Code §54957
- 4.5 CONFERENCE WITH LABOR NEGOTIATORS - Pursuant to Government Code §54957.6

### **ADJOURN TO CLOSED SESSION (cont.)**

- Employee Group: Perris Secondary Educators Association (PSEA), Agency Representative: Kirk Skorpanich, Assistant Superintendent - Human Resources;
- Employee Group: California School Employees Association (CSEA), Agency Representative: Kirk Skorpanich, Assistant Superintendent – Human Resources.”

Upon a roll call vote being taken, the vote was: Aye: **4**, Nay: **0**, Absent: **1 (Carolyn Twyman)**. The motion **PASSED 4 - 0 - 1**.

Dr. Jose Luis Araux	Yes
Edward Garcia, Jr.	Yes
David Nelissen	Yes
Anthony T. Stafford, Sr.	Yes
Carolyn Twyman	Absent

*Trustee Twyman joined the meeting at this time.*

### **RECONVENE IN PUBLIC SESSION/PLEDGE OF ALLEGIANCE**

#### **5.1 RECONVENE IN PUBLIC SESSION/PLEDGE OF ALLEGIANCE: The Board Meeting Will Reconvene at Approximately 5:00 p.m.**

The President of the Board of Trustees reconvened the meeting at 5:46 p.m. and led the audience in the Pledge of Allegiance.

### **INVOCATION**

#### **6.1 INVOCATION: Trustee Araux**

Trustee Araux requested a moment of silence.

### **REVISION/ADOPTION/ORDERING OF AGENDA**

#### **7.1 REVISION/ADOPTION/ORDERING OF AGENDA: June 4, 2018**

##### **ORIGINAL - Motion**

Member (**David Nelissen**) moved, Member (**Edward Garcia, Jr.**) seconded to approve the **ORIGINAL** motion, “It is recommended that the Board of Trustees approve any revision/adoption/ordering of the Agenda of the Special Meeting of the Perris Union High School District Board of Trustees for June 4, 2018” with the following additions:

### **REVISION/ADOPTION/ORDERING OF AGENDA (cont.)**

- Closed Session (if necessary)
- Reconvene in Public Session (if necessary)

Upon a roll call vote being taken, the vote was: Aye: **5**, Nay: **0**. The motion **PASSED 5 – 0**.

Dr. Jose Luis Araux	Yes
Edward Garcia, Jr.	Yes
David Nelissen	Yes
Anthony T. Stafford, Sr.	Yes
Carolyn Twyman	Yes

### **ORAL REPORTS**

#### **8.1 Nutrition Services Report**

Ms. Candace Reines, Deputy Superintendent and Audrey Mitchell, Director of Nutrition Services provided an update for the Board regarding Nutrition Services. Areas highlighted during the presentation were: history of the department, rebranding of the department, new uniforms, digital menu boards, environmental graphics, meal preparation, meal participation, increased food costs, food waste, etc.

### **INVITATION TO ADDRESS THE BOARD OF TRUSTEES**

#### **9.1 INVITATION TO ADDRESS THE BOARD OF TRUSTEES: Agendized and Non-Agendized Items**

Helen Stimach, CSEA President addressed the Board expressing her concern over the possible layoff of several nutrition services workers. She mentioned that these unit members cost the District so little money that their jobs could be saved by thoughtful and responsible fiscal planning. One of the issues that she felt needed to be studied was why sales were so low. She believed that part of the answer could be found in the rampant competing sales on campus; i.e, teachers selling food to students, ASB having lunch items for sale, students bringing items on campus to sell, etc. She requested the Board use the resources they have to address this, and other problems, and to keep these workers on staff for another year while the issues are ironed out by administration.

Vickey Mueller, PSEA President commented that it was not only staff members and clubs selling food items on campus but other students. She stated that when this is reported to administration, nothing is done. She also reminded the Board that the school year will be ending and there is no contract for 2018-19. It has become apparent that the District does not want to make teachers a priority. With a guaranteed COLA (cost of living allowance) and increase in ADA (average daily attendance), teachers feel they at least deserve COLA.

**INVITATION TO ADDRESS THE BOARD OF TRUSTEES (cont.)**

Dr. Joanna Dorado, Gabriela Lopez, Herminia Gaxiola, Xavier Padilla, Julia Peacock, and Lillian Coffey expressed their concern over the vacant counselor position at Perris High School not being filled. They felt that by not filling the position, their workloads would increase to the point where they were not able to effectively help the students, especially those students with mental health issues. They requested that the Board look into the matter and hire a counselor at Perris High School.

**PUBLIC HEARING**

**10.1 CURRICULUM: Public Hearing for Local Control Accountability Plan and Annual Update for 2018-19**

A presentation was provided to the Board regarding the Local Control Accountability Plan and Annual Update for 2018-19.

The Board of Trustees held a Public Hearing at 7:08 p.m. to receive comments regarding the Local Control and Accountability Plan (LCAP) and annual update for the 2018-19 school year. There were no public comments received. The Public Hearing was closed at 7:09 p.m.

**ORIGINAL - Motion**

Member **(David Nelissen)** moved, Member **(Edward Garcia, Jr.)** seconded to approve the **ORIGINAL** motion, "It is recommended that the Board of Trustees receive for review and consideration, as part of the first reading, the Local Control and Accountability Plan (LCAP) and Annual Update for the 2018-2019 school year.

Upon a roll call vote being taken, the vote was: Aye: **5**, Nay: **0**. The motion **PASSED 5 – 0**.

Dr. Jose Luis Araux	Yes
Edward Garcia, Jr.	Yes
David Nelissen	Yes
Anthony T. Stafford, Sr.	Yes
Carolyn Twyman	Yes

**10.2 BUSINESS: Public Hearing Regarding Adoption of the 2018-19 District Budget**

A presentation was provided to the Board regarding the 2018-19 District Budget.

The Board of Trustees opened the Public Hearing at 7:34 p.m. to receive comments regarding the 2018-19 District Budget.

Vickey Mueller, PSEA President stated that in the past she was given a heads-up when there was going to be a budget presentation; she was not told about this. She stated that the Board was asking for input on something that she just now saw. She wanted to know when the Board would be voting on this

### **PUBLIC HEARING (cont.)**

item? She did not feel that some of the numbers were right. She asked where the one-time money was being used? She felt that she needed more time to review.

The Superintendent stated that the way these items are agendized has been the same since the LCAP process began about 4-5 years ago. The first Monday in June are the public hearings and then at the next regularly scheduled meeting, in this case June 20, 2018, the LCAP and Budget are adopted by the Board.

Josh Rushing, Chief Union Steward for CSEA, commented that on one of the slides in the presentation it showed that the cafeteria funding had \$800,000 left in it. He wondered since there was money in that account why was the District laying off nutrition services workers. He asked staff if he could receive clarification. Ms. Reines stated that the cafeteria projected ending balance for 2018-19 is \$569,072. She clarified that multi-year projections need to also be considered, such as increased food costs, staff costs, etc.

Trustee Araux commented that the budget was revealing some projected negative numbers and stated that the Board would like to be part of the solution. Discussion this evening has been about laying off employees that make approximately \$800 to \$900 per month. In the interest of how money being spent directly affects the students in the classroom; Trustee Araux asked if the Board of Trustees could support him in asking the Superintendent to provide a report to them regarding:

- How much money has been spent during the 2017-18 school year on out-of-state and in-state professional development, travel, conferences, presentations, recognitions, etc. by all administration including meals, registration fees, airfare, etc.
- What is the ratio of certificated administrators to certificated staff as well as classified administrators to classified staff.
- How much money has been spent during the 2017-18 school year on consultants. Moving forward, beginning with the next Board meeting ( June 20, 2018) all consultant agreements will be placed on the Action portion of the agenda.
- Comprehensive plan developed with strategies focusing on increasing ADA (average daily attendance) from 92 percent to at least 95 percent.
- Staff will provide this information to the Board at the August 15, 2018 meeting.

Trustee Garcia supported the items mentioned by Dr. Araux, especially having the consultant agreements placed on the Action portion of the agenda.

Trustee Stafford supported the items mentioned by Dr. Araux. He commented that by tightening the belt on the budget perhaps jobs could be saved. He felt that taking some extra time on agenda items that relate to the budget is important. He expressed concern that 79 percent of the District's budget is spent on salaries. He felt that was too high and should be around 74 percent for him to feel more comfortable.

**PUBLIC HEARING (cont.)**

He requested that the salaries be separated out by category when listing them in the budget, i.e. classified, certificated and administration. Listing them this way would be better for others to understand.

The Board of Trustees gave direction to staff to provide the information listed above by the August 15, 2018 Board meeting.

The Public Hearing was closed at 7:52 p.m.

**ORIGINAL - Motion**

Member **(David Nelissen)** moved, Member **(Edward Garcia, Jr.)** seconded to approve the **ORIGINAL** motion, "It is recommended that the Board of Trustees hold a Public Hearing on the consideration of the 2018-19 District Budget."

Upon a roll call vote being taken, the vote was: Aye: **4**, Nay: **0**, Abstain: **1 (Carolyn Twyman)**. The motion **PASSED 4 - 0 - 1**.

Dr. Jose Luis Araux	Yes
Edward Garcia, Jr.	Yes
David Nelissen	Yes
Anthony T. Stafford, Sr.	Yes
Carolyn Twyman	Abstain

**ACTION ITEMS**

**11.1 PERSONNEL: Resolution No. 38:17-18 - Notice of Reduction of Workday/Layoff of Classified Unit Members for the 2018-19 School Year**

**ORIGINAL - Motion**

Member **(Carolyn Twyman)** moved, Member **(David Nelissen)** seconded to approve the **ORIGINAL** motion, "It is recommended that the Board of Trustees approve Resolution No. 38:17-18 - Notice of Reduction of Workday/Layoff of Classified Employees for the 2018-19 school year."

This item had been pulled from the May 16, 2018 Board agenda in order for staff to bring back some options for the Board of Trustees to consider other than laying off and/or reducing the work day for some nutrition assistants.

Candace Reines, Deputy Superintendent stated that the original recommendation for the layoff of 39 labor hours, 13 of which were made up of current vacant hours; those hours over the last few weeks have increased to 19 due to a couple resignations. These hours are expected to grow to at least 25 hours by the end of the school year. The budget and multi-year projections were adjusted to reflect the decrease of the 25 hours, as well as to project that these hours could be reduced by 9 hours in each

### **ACTION ITEMS (cont.)**

school year of 2019-20 and 2020-21. With those factors, the fund balance for nutrition services in 2020-21 would be just over \$60,000 or 1.12 percent which is a dangerously low ending balance. Ms. Reines cautioned that even with the labor hour reductions, other factors such as further increased food costs or a loss in participation could reduce the ending fund balance even further. However, the Board could consider providing a general fund contribution to nutrition services if they were to have a negative ending fund balance.

Based on the information provided, the District is amending its recommendation to state the following:

- All existing positions will be maintained, only laying off vacant positions.
- Existing employees would have the same number of hours per day but staffing would be balanced to ensure proper coverage in each cafe.
- Start/End times and site assignments may change as a result.
- Additional one-time dollars would be reserved for use if Nutrition Services does not maintain a positive ending balance while labor hours are being reduced through attrition.

Trustee Araux asked if part of the money that was going to be spent on the Special Educational administrator that the Board did not approve, could be applied to salaries in Nutrition Services? Ms. Reines stated that was not part of staff's recommendation but the Board could certainly do that if they chose too. She explained that the amended motion provided that if the ending balance falls below zero, then the District would use the general fund one-time monies to bring nutrition services back to self-sustaining. The Superintendent clarified that general fund monies are not necessarily tied to one specific position or program; all the money is in same account.

Trustee Nelissen commented that nutrition services is suppose to be a self-sustaining program and that providing general fund monies on an annual basis is not good practice. He was in support of a "one-time" contribution for one year, but not for years further out. He stated that due to the increase in cost of food prices, budgets have to be adjusted and sometimes that means a layoff or reduction in work hours in order to keep the department self-sustaining.

Trustee Garcia requested that staff review the options again for the Board. Ms. Reines clarified that there was the original recommendation to go forward with the layoff/reduction in work hours and the amended recommendation as outline earlier.

Trustee Nelissen proposed to **AMEND** the **ORIGINAL MOTION** and Trustee Twyman accepted the amendment to include the following:

- All existing positions will be maintained, only laying off vacant positions.
- Existing employees would have the same number of hours per day but staffing would be balanced to ensure proper coverage in each cafe.
- Start/End times and site assignments may change as a result.
- Additional one-time dollars would be reserved for use if Nutrition Services does not maintain a positive ending balance while labor hours are being reduced through attrition.



**ACTION ITEMS (cont.)**

Kirk Skorpanich, Assistant Superintendent of Human Resources clarified that whether a person is in a position or not, or the position is lost through attrition, legally it has to be done via a resolution that the Board signs and is considered a layoff. He suggested that if the Board wanted to proceed with the new staff recommendation, the easiest way would be vote on the original motion as it stands and then come back with a revised resolution at the next Board meeting to identify the specific vacant positions. This way, both the Board and the public know specifically what they are voting on. The next Board meeting would be June 20, 2018.

Trustee Nelissen agreed with Mr. Skorpanich's recommendation that the item be brought back with a revised resolution so that the vacant positions could be identified.

Trustees Twyman and Nelissen **WITHDREW** the **AMENDED** motion. The Board will vote on the original motion.

Trustee Stafford thanked the employees for speaking up. He commented that sometimes the Board does not see everything in regards to an item and he appreciated them standing up for themselves. He wanted to clarify that there would not be any change in the work hours for the employees. Ms. Reines clarified that start/end times as well as location could be changed in the revised recommendations.

Trustee Araux encouraged the employees to please share their issues with the Board members, Superintendent and Cabinet. He stated that communication is the key.

**ORIGINAL - Motion**

Member (**David Nelissen**) moved, Member (**Edward Garcia, Jr.**) seconded to approve the **ORIGINAL** motion, "It is recommended that the Board of Trustees approve Resolution No. 38:17-18 - Notice of Reduction of Workday/Layoff of Classified Employees for the 2018-19 school year."

Upon a roll call vote being taken, the vote was: Aye: **0**, Nay: **4**, Abstain: **1 (Carolyn Twyman)**. The motion **FAILED 0 - 4 - 1**.

Dr. Jose Luis Araux	No
Edward Garcia, Jr.	No
David Nelissen	No
Anthony T. Stafford, Sr.	No
Carolyn Twyman	Abstain

Trustee Garcia asked the staff to be mindful of the employees work hours.

## **INFORMATION ITEMS**

### **12.1 BOARD POLICIES: Security Updates - Series 0000; Series 1000; Series 3000 and Series 4000**

The Board of Trustees received for its review and consideration, as part of the first reading: BP 0400 - Comprehensive Plans, BP 1112 - Media Relations, BP/AR 1250 - Visitors/Outsiders, BP 3515 - Campus Security, BP 3515.3 - District Police/Security Department, AR 3516.2 - Bomb Threats, AR 3517 - Facilities Inspection and BP/AR 4158, 4258 and 4358 - Employee Security.

*At this time, the Board requested that a recess be taken in order to conduct the Special California Military Institute meeting. They will then adjourn into closed session following the completion of that meeting.*

## **RECESS**

### **13.1 RECESS: The Board President Will Recess the Meeting to Conduct the Special Board Meeting of the California Military Institute Charter School**

The President of the Board of Trustees called for a recess of the meeting at 8:22 p.m. to conduct the Special Board Meeting of the California Military Institute charter school. The Special Board Meeting was called to order again at 8:38 p.m.

## **CLOSED SESSION (IF NECESSARY)**

### **14.1 CLOSED SESSION (IF NECESSARY)**

#### **ORIGINAL - Motion**

Member **(David Nelissen)** moved, Member **(Edward Garcia, Jr.)** seconded to approve the **ORIGINAL** motion, "It is recommended that the Board of Trustees adjourn to the continuation of Closed Session, if necessary" at 8:39 p.m.

Upon a roll call vote being taken, the vote was: Aye: **5**, Nay: **0**. The motion **PASSED 5 – 0**.

Dr. Jose Luis Araux	Yes
Edward Garcia, Jr.	Yes
David Nelissen	Yes
Anthony T. Stafford, Sr.	Yes
Carolyn Twyman	Yes

**RECONVENE IN PUBLIC SESSION (IF NECESSARY)**

**15.1 RECONVENE IN PUBLIC SESSION (IF NECESSARY)**

The meeting reconvened at 9:54 p.m.

**ADJOURNMENT**

**16.1 ADJOURNMENT: Special Meeting of the Board of Trustees for June 4, 2018**

**ORIGINAL - Motion**

Member **(David Nelissen)** moved, Member **(Carolyn Twyman)** seconded to approve the **ORIGINAL** motion, "It is recommended that the Board of Trustees adjourn the June 4, 2018, Special Meeting of the Board of Trustees" at 9:55 p.m.

Upon a roll call vote being taken, the vote was: Aye: **5**, Nay: **0**. The motion **PASSED 5 – 0**.

Dr. Jose Luis Araux	Yes
Edward Garcia, Jr.	Yes
David Nelissen	Yes
Anthony T. Stafford, Sr.	Yes
Carolyn Twyman	Yes

---

Grant Bennett, Superintendent

---

Dr. Jose Luis Araux, President

---

David G. Nelissen, Clerk