

**Governing Board  
Regular Public Meeting Minutes  
January 12, 2017**

- I. **CALL TO ORDER:** The meeting was called to order by Mr. Sunn, Governing Board President at 5:07 p.m.

Roll Call: Delson Sunn, Nubia Briceno and Stacy Marchelli were in attendance.

Administration Present:

Lorah Neville, Superintendent  
Susan O’Rielly, Executive Director of Business  
Carrie Brandon, Director of Student Services  
Dr. Randy Watkins, Hurley Ranch Principal

Norma Pacheco, Human Resource Director  
Melanie Block, Academic Services Director  
Michael Welsh, Union Elementary Principal

II. **ADOPTION OF AGENDA**

Motion by Mrs. Briceno, seconded by Mrs. Marchelli to adopt the agenda. Vote was unanimous. Motion carried.

III. **PLEDGE OF ALLEGIANCE**

IV. **GOVERNING BOARD ORGANIZATION MEETING**

- A. Motion by Mrs. Briceno, seconded by Mrs. Marchelli to nominate and approve Mr. Delson Sunn as Governing Board President for 2017. Vote was unanimous. Motion carried.
- B. Motion by Mrs. Marchelli, seconded by Mr. Sunn to approve the meeting dates, time and location for 2017 Governing Board Meetings. Vote was unanimous. Motion carried.
- C. Motion by Mrs. Marchelli, seconded by Mr. Sunn to approve the agenda posting locations for the Governing Board agenda for 2017. Vote was unanimous. Motion carried.

V. **SUPERINTENDENT TOP HAPPENINGS**

Lorah Neville, Superintendent presented the governing board with the top happenings around the district.

- 1. Dos Rios Student Council will be doing a fundraiser with a company called *Baby Sav: Protecting Your Most Precious Possessions*. This company is dedicated to helping save the lives of children and pets being left in hot cars. Channel 5 will be visiting Dos Rios to do a story on the project in the near future. Kudos to Nicole Millanes, 5th grader, who won the spelling bee.
- 2. Hurley Ranch beginning the new year, will be focusing on Classroom Management by explicitly teaching or re-teaching routines, procedures and expectations. Teachers were asked to post, define and teach their positive classroom expectations. The following are common routines to reteach, model and practice with the students. 1. Breakfast procedures and expectations 2. Lunch and recess procedures and expectations 3. R-cards on every student’s desk 4. End of the day clean up procedures 5. Transitions 6. Attention signal with 100% compliance 7. Dress Code (in student agendas). We are also focused on how to use positive reinforcement to teach classroom expectations.

3. Union Elementary students participated in a cross-content thematic unit centered around the gingerbread man and gingerbread houses the week before Winter Break. Students were engaged in math, reading, writing, science and social studies lessons and activities around this theme. As a cumulative event, our kindergartners and their families created gingerbread houses for them to enjoy over the holidays. Fun was had by all!! On Thursday, December 22<sup>nd</sup>, Union second graders treated our Union families to a holiday sing-along. Our second graders helped spread the holiday cheer though singing familiar holiday songs with assistance from the audience.
  
4. Academic Services **Wednesday, January 11, 2017 Professional Development:** The professional development this week was calibrating and scoring our students' quarter 2 writing samples. Teams of teachers worked together to score students writing aligned with the writing standard that was taught in Unit 3 of our curriculum maps. We look forward to reviewing the teacher feedback and monitoring our writing program, some of the feedback so far is:  
 Teacher A – "Please continue to provide PD time to score and discuss writing samples at own grade level."  
 Teacher B – "The opportunity to work at grade level and own site is very nice."  
 Teacher C – "This was a perfect use of PD time."

**Galileo MOY K – 8<sup>th</sup> Grade Next Week:** We are preparing for Middle of the Year assessments this week. Students in K – 8 will take the assessments next week and our teachers and administrators will have time on Wednesday, January 25, 2017 to reflect on and monitor and adjust instructional practices based on the assessment results as we progress throughout the school year. We look forward to reviewing the data with you in our February board meeting.

**Wednesday, February 8 Full-Day Professional Development:** We are excited to bring Kagan Training to the district again and will be offering Day 1, 2, 3 and 5 for our teachers on the full day professional development (based on what each teacher needs). As we work with Kagan, we will continue to learn about active student engagement and provide tools to support our teachers.

**Touchstone Behavioral Parent Nights:** We held our parent nights at each school for the student programs in 6<sup>th</sup> – 8<sup>th</sup> grade. Touchstone has been a wonderful resource. We are lucky to be partnering with this organization as they have evidenced-based curriculum and many community resources that our families can benefit from. We look forward to starting our classes in February at Hurley Ranch and April at Dos Rios.

**Administrator Induction Creation:** Through work on our District Continuous Improvement Plan (CIP) we were able to identify a need for administrative induction similar to our teacher induction. We are working with our new administrator to complete induction and garner feedback about systems to ensure that we have aligned systems of support for any new administrator in our district. Once we have solidified this, I will attach it to the next weekly board report.

**District Spelling Bee:** On Thursday, January 26, 2017 at 9:00 a.m. we will hold our district spelling bee for the top 2 student spellers at each school. The student whom wins the district bee will move forward to the Westside Impact Regional Bee in February. We look forward to identifying our student and moving forward in the process. Please let us know if you would like to attend the district bee and we will be sure to have seating arranged

**VII. INFORMATION ONLY ITEMS**

- A. Presentation by Mrs. Susan O’Rielly, Executive Director of Business, regarding 2018-2019 preliminary budget projections.
- B. Presentation by Mrs. Norma Pacheco, Director of Human Resources, regarding bus changes for 2017-2018 school year.
- C. Governing Board Financial Report Budget & Expenditures as of January 9, 2017.

**VIII. ACTION ITEMS**

**1. Consent Agenda Items**

Motion by Mrs. Briceno, seconded by Mrs. Marchelli to approve consent items.

- A. Approval of Regular Public Meeting Minutes for December 8, 2016
- B. Approval of Personnel Items as presented.
- C. Approval of Accounts Payable Vouchers
- D. Approval of Payroll Vouchers
- E. Approval of Student Activity Accounts

Vote was unanimous. Motion carried.

**2. New Business**

- A. Motion by Mr. Sunn, seconded by Mrs. Briceno to approve the capacity of the Union Elementary School District No. 62 for the 2017-2018 school year. Vote was unanimous. Motion carried.
- B. Motion by Mrs. Briceno, seconded by Mrs. Marchelli to approve the field trip for Mrs. Vail’s 4<sup>th</sup> grade class to travel to the Grand Canyon on May 5, 2017. Vote was unanimous. Motion carried.
- C. Motion by Mrs. Briceno, seconded by Mr. Sunn to approve the Gift and Donations made to Union Elementary School District. Vote was unanimous. Motion carried.
- D. Motion by Mr. Sunn, seconded by Mrs. Briceno to approve the school calendars for 2017-2018 and 2018-2019 school years. Vote was unanimous. Motion carried.
- E. Motion by Mrs. Briceno, seconded by Mrs. Marchelli to approve the appointment of Dr. Randy Watkins to the position of Principal of Hurley Ranch Elementary. Vote was unanimous. Motion carried.
- F. Motion by Mrs. Briceno, seconded by Mr. Sunn to approve the 2017 Scope and Sequence for Gifted Services for Union Elementary School District #62. Vote was unanimous. Motion carried.
- G. Motion by Mrs. Briceno, seconded by Mrs. Marchelli to approve the revised Qualified Evaluators for the 2016-2017 school year. Vote was unanimous. Motion carried.

**IX. INFORMATION AND DISCUSSION ITEMS-None**

**X. INFORMATION ITEMS**

- A. Requests for future agenda items.  
A presentation on the teacher hiring process at February 09, 2017 Board meeting.

**XI. ADJOURNMENT**

Motion by Mr. Sunn, seconded by Mrs. Marchelli, to adjourn the Public Meeting at 6:08 p.m. Vote was unanimous. Motion carried.

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Mr. Delson Sunn, President of the Board

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Date