



Santa Barbara Unified School District  
720 Santa Barbara Street,  
Santa Barbara, CA 93101  
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www.sbunified.org

Kate Parker, President  
Jacqueline Reid, Vice President  
Wendy Sims-Moten, Clerk  
Laura Capps, Member  
Ismael Paredes Ulloa, Member

**Board of Education/District Administration Office**  
**January 9, 2018**  
**Regular Meeting Agenda**  
**Closed Session: 5:30 pm / Regular Session: 6:30 pm**

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**A. Regular Session**

**1. Call To Order**

President Parker called the meeting to order at 5:30 p.m.

Members present:

Kate Parker, President

Jackie Reid, Vice President

Wendy Sims-Moten, Clerk

Laura Capps

Ismael Paredes Ulloa

Others present:

Mr. Cary Matsuoka, Superintendent and Secretary of the Board; Ms. Shawn Carey, Assistant Superintendent of Secondary Education; Dr. Frann Wageneck, Assistant Superintendent of Student Services & Special Education; Ms. Meg Jette, Assistant Superintendent of Business Services; Mr. Todd Ryckman, Chief Educational Technology Officer; Mr. Brian Rowse, Director of Educational Technology Services; Ms. Sandra Trujillo, Executive Assistant.

**2. Opening of Meeting**

**3. Public Comments On Closed Session Items Only**

**4. Administration of Oath**

**B. Closed Session**

**1. Conference with Real Property Negotiators (Government Code §54956.8) (Matsuoka)**

**2. Public Employee Discipline/Dismissal/Release (Government Code §54957)(Matsuoka)**

**3. Public Employee Performance Evaluation (Government Code §54957) (Parker)**

4. **Conference with Labor Negotiator (Government Code §54957.6)**
  5. **Conference with Labor Negotiator (Government Code §54957.6)**
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### **C. Return to Regular Session**

1. **Opening of Meeting**

President Parker reconvened the meeting to open session at 6:32 p.m. She took a moment to acknowledge the tragedy that our community is going through. She said that Superintendent Matsuoka will give more details during his report. Ms. Parker announced that Action item G.4 has been pulled out of the agenda.

2. **Pledge of Allegiance**

Superintendent Matsuoka led the pledge.

3. **Spanish translation of today's meeting is available to the public. Please indicate if you wish translation. Para la reunión de esta noche hay intérprete disponible para traducción al español. Por favor, indique si desea los servicios de interpretación.**

Mr. Rafael Santana was present to provide Spanish interpretation.

4. **Headsets for the hearing impaired are available. Please indicate if you need a headset.**

President Parker indicated that headsets were available for the hearing impaired.

5. **Introductions, Proclamations, Presentations, or Recognitions**

6. **Announcement of Closed Session Action**

Motion to Motion made by seconded by . The Motion Passed by a vote of Ayes - 0, Nays - 0, Abstain - 0, Absent - 0.

No action taken

7. **Superintendent's Report - The superintendent and/or his designee may report about various matters involving the districts. There will be no board discussion except to ask questions, refer matters to staff, or make brief announcement or brief report. No action will be taken unless listed on the subsequent agenda.**

Superintendent Matsuoka said that we missed the December meeting due to the Thomas fire. He said that he learned a lot about the Santa Barbara Community, how much people care about each other. He also said that the collaboration of all the different partners like County, Public Safety, County Office of Education, and our partner districts. He went on to say that all Superintendents debriefed and there was constant communication also with our Charter Schools, Westmont College and Santa Barbara City College. It was nice to see everyone on the same page.

Mr. Matsuoka said that the last 24 hours have been extraordinary, there is fatalities. He

asked for a moment of silence. He said that part of the response as a School District was to focus on Santa Barbara High School and Santa Barbara Junior High as those schools serve most of the Montecito area. He also said that schools were open and had 75% attendance. They will do the best they can to be thoughtful about how they support students.

Mr. Matsuoka introduced Anna Scharfeld, Interim Principal at Santa Barbara Community Academy. Ms. Scharfeld said she is very appreciative of this opportunity and thank everyone for the opportunity.

Mr. Matsuoka also introduced Dr. Maria Larios-Horton, the new Director of English Learner and Parent Engagement. Dr. Larios-Horton thanked the district for this opportunity and said that she is very excited to work in our district.

## **8. Board Comments and Correspondence**

Board member Sims-Moten said that it has been a year since she joined the board. She expressed her appreciation for being part of this board, this district, and this community

## **9. Public Comments, Non-agenda Matters within Jurisdiction of the Board of Education**

- Karen McBride addressed the board to express gratitude to Superintendent Matsuoka, to the Santa Barbara Teacher Association members on the way they handled the fire, and also for our classified staff for all their hard work.
- Lanny Ebenstein addressed the board regarding the Leasehold Properties.

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## **D. Annual Organization**

### **a. Election of Officers - President, Vice President and Clerk**

The Superintendent will solicit nominations for Board President.  
The new President will solicit nominations for Vice President and Clerk from board members and conduct the election.

Motion to Nominate Dr. Jacqueline Reid for President of the School Board made by Wendy Sims-Moten seconded by Ismael Paredes Ulloa. The Motion Passed by a vote of Ayes - 5, Nays - 0, Abstain - 0, Absent - 0.

Ayes: Capps, Paredes Ulloa, Parker, Reid, Sims-Moten

President Reid said she was excited to take on her new role. She thanked Ms. Parker for her leadership and seamless presidency. She went on to say that they appreciate her historical perspective that she provides to many of the agenda items.

President Reid asked for nominations for a Vice President of the School Board.

Motion to Nominate Ms. Wendy Sims-Moten as the Vice President of the School Board made by Ismael Paredes Ulloa seconded by Laura Capps. The Motion Passed by a vote of Ayes - 5, Nays - 0, Abstain - 0, Absent - 0.

Ayes: Capps, Paredes Ulloa, Parker, Reid, Sims-Moten

President Reid asked for nominations for Clerk of the School Board.

Motion to Nominate Laura Capps as the Clerk of the School Board made by Wendy Sims-Moten seconded by Ismael Paredes Ulloa. The Motion Passed by a vote of Ayes - 5, Nays - 0, Abstain - 0, Absent - 0.

Ayes: Capps, Paredes Ulloa, Parker, Reid, Sims-Moten

- b.** Approval of Dates and Times of Regularly Scheduled Board Meetings through June 30, 2019. The second and fourth Tuesday of each month, commencing at 6:30 p.m., have been designated as the regularly scheduled meeting of the board of education, with the following exceptions:

- July 24, 2018 - One meeting only
- November 13, 2018 - One meeting only
- December 11, 2018 - One meeting only
- January 15, 2019 - 3rd Tuesday
- January 29, 2019 - 5th Tuesday
- March 12, 2019 - One meeting only
- April 2, 2019 - 1st Tuesday

Note: These dates and times may be set at the discretion of the board and should be reaffirmed or redesignated at this time.

Motion to Approve the Dates and Times of Regularly Scheduled Board Meetings through June 30, 2019. The Second and Fourth Tuesday of Each Month, Commencing at 6:30 p.m., with the Noted Exceptions made by Wendy Sims-Moten seconded by Laura Capps. The Motion Passed by a vote of Ayes - 5, Nays - 0, Abstain - 0, Absent - 0.

Ayes: Capps, Paredes Ulloa, Parker, Reid, Sims-Moten

- c.** Appointment of a Representative and an Alternate to Elect Members of the Santa Barbara County Committee on School District Organization.  
The board of education must select one of its members to serve as district representative for the purpose of electing members(s) (as required) to the County Committee of School District Organization. An alternate also needs to be chosen.

Motion to Appoint Laura Capps as the Representative and Kate Parker as the Alternate to Elect Members of the Santa Barbara County Committee on School District Organization made by Jackie Reid seconded by Laura Capps. The Motion Passed by a vote of Ayes - 5, Nays - 0, Abstain - 0, Absent - 0.

Ayes: Capps, Paredes Ulloa, Parker, Reid, Sims-Moten

- d.** Board Member Committee Appointments

There are a number of committees to which board members are

appointed. At the Annual Organizational meeting, the board appoints board members to the following committees.

County Committee:

- Santa Barbara County Education Office

District Committees:

- Audit Committee
- Graduation Requirements Committee
- Staff/Special Education Parent Advisory Committee
- Sustainability Committee
- Wellness Committee

Community Groups:

- Santa Barbara County School Boards Association
- Santa Barbara Education Foundation
- South Coast Task Force on Youth Safety

Charter School Liaison:

- Adelante Charter School
- Santa Barbara Charter School

Motion to Approve the Board Member Committee as Follows made by seconded by .

The Motion Passed by a vote of Ayes - 0, Nays - 0, Abstain - 0, Absent - 0.

President Reid announced that at this time, board members will be appointed to different committees. This does not require a vote.

District Committees:

- Audit - Wendy Sims-Moten
- Graduation Requirements - Jackie Reid (Alt: Ismael Paredes Ulloa)
- Staff/Special Education Parent Advisory - Wendy Sims-Moten
- Sustainability - Laura Capps
- Wellness - Laura Capps

Community Groups:

- Santa Barbara County School Board Association - Kate Parker (Alt: Laura Capps)
- Santa Barbara Education Foundation - Ismael Paredes Ulloa
- South Coast Task Force on Youth Safety - Ismael Paredes Ulloa (Alt: Wendy Sims-Moten)

Charter School Liaison:

- Adelante Charter School - Laura Capps
- Santa Barbara Charter School - Kate Parker

## **E. Consent Agenda**

Motion to Approve the Consent Agenda Minus Items E.7 and E.8 made by Kate Parker seconded by Ismael Paredes Ulloa. The Motion Passed by a vote of Ayes - 5, Nays - 0, Abstain - 0, Absent - 0.

The board pulled items E.7 and E.8 for clarification. These items will be reviewed at the end of the meeting.

At this time the board will act on the items listed below. These items are considered to be routine and are normally approved by a single vote of the board without separate discussion in order to conserve time and permit focus on

other matters on this agenda. Individual consent items may be removed and considered separately at the request of a board member or staff. The superintendent and staff recommend approval of all Consent Agenda items.

### **General Consent Items**

1. Approval of Student Field Trips: Out-of-state, Out-of-country, and/or Overnight (Ramirez/Carey)
2. Approval of Staff Travel: Out-of-State and/or in Excess of \$3,000 (Ramirez/Carey)
3. Ratification of Special Education Contracts for January 9, 2018 (Schettler)
4. Approval of the General Child Care Contract –CCTR-7262-Amendment 02 Between the Santa Barbara Unified School District After School Expanded Learning Program and the California Department of Education for the 2017/18 School Year (Ramirez)
5. Approval of Catering Sales Event Agreement with The Fess Parker Double Tree Hilton Resort and Santa Barbara High School for 2018 Senior Prom (Carey)
6. Approval of Minutes for the October 24, November 6 and November 14 2017, Board of Education Meetings (Matsuoka)

### **Personnel**

7. Approval of Human Resources Recommendations (Torina)

Motion to Approve the Human Resources Recommendations made by Wendy Sims-Moten seconded by Kate Parker. The Motion Passed by a vote of Ayes - 5, Nays - 0, Abstain - 0, Absent - 0.

Vice President Sims-Moten commented that there is a few staff members retiring with long service to the district.

Mr. Matsuoka explained that this is the time when the district gets notices. This gives the district the opportunity to plan for the next year. He also said that the district will incorporate an exit interview process with each staff member.

### **Business and Finance**

8. Approval of a One Year Consulting and Advocacy Agreement with Capitol Advisors Group, LLC (Jette)

Motion to Approve the One Year Consulting and Advocacy Agreement with Capitol Advisors Group, LLC made by Laura Capps seconded by Ismael Paredes Ulloa. The Motion Passed by a vote of Ayes - 5, Nays - 0, Abstain - 0, Absent - 0.

Board Member Capps pulled this item to give a little more background information and to

give them her support.

9. Approval of Purchase Order Report for December 6, 2017 through January 2, 2018 (Jetté)
10. Acceptance of Paid Commercial Warrant Registers for November 1 through December 31, 2017 – Jetté

## **Facilities**

11. Approval of Lease-leaseback Resolution and Contract Documents for Santa Barbara High School Heating System Replacement Project (Hetyonk)

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## **F. Public Hearing**

1. Hearing #1  
Public Hearing on Olive Grove Charter School Petition (Matsuoka)  
[Time Approximate: 7:15 p.m.]

President Reid closed the regular meeting and opened the public hearing #1 at 7:07 p.m.

No public comment.

President Reid closed the public hearing #1 and opened public hearing #2 at 7:08 p.m.

2. Hearing #2  
Public Hearing on Trivium Charter School Petition (Matsuoka)  
[Time Approximate: 7:30 p.m.]

Trisha Vais from Trivium Charter addressed the board to ask them to consider all of the elements of the case that were presented to approve the Charter Petition.

President Reid closed public hearing #2 and re-opened the regular meeting at 7:17 p.m.

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## **G. Action Agenda**

1. Olive Grove Charter School Petition for the Establishment of a Charter School in the Santa Barbara Unified School District (Attachment \_\_\_\_). (Matsuoka) 15 Minutes

Motion to Approve the Recommended Findings of the Santa Barbara Unified School District Charter Petition Report and Move to Reject the Charter Petition for Olive Grove made by Kate Parker seconded by Ismael Paredes Ulloa. The Motion Passed by a vote of Ayes - 5, Nays - 0, Abstain - 0, Absent - 0.

Ayes: Capps, Paredes Ulloa, Parker, Reid, Sims-Moten

Superintendent Matsuoka said that the data the district presented in the review is the same as last years. He said that Olive Grove does not have a comprehensive program, their a-g completion rate is very low and the inconsistency of the data around accountability has been a hide and miss over their history.

Board member Parker commented that the Santa Barbara Unified School District has three existing Charter Schools and when they have come forward for their renewal, this district have held them accountable for the same data that they are accountable for. She also said that it is very important that they are consistent in what they do and that is the same for any new petition that comes to them.

2. Trivium Charter School Petition for the Establishment of a Charter School 15 Minutes in the Santa Barbara Unified School District (Attachment \_\_\_\_). (Matsuoka)

Motion to Move that the Six Proposed Findings of Fact in the Staff Report be Adopted and that the Charter Petition of Trivium Charter School: Voyage be Denied for the Six Reasons Stated in the Staff Report made by Wendy Sims-Moten seconded by Kate Parker. The Motion Passed by a vote of Ayes - 5, Nays - 0, Abstain - 0, Absent - 0.

Ayes: Capps, Paredes Ulloa, Parker, Reid, Sims-Moten

Superintendent Matsuoka said that he applauds the efforts around personalized learning, however, he found that the petition is lacking in some significant ways. He said that when the district approves a Charter, it's about how they are authorizing the expenditure of taxpayer dollars and they have a huge responsibility to make sure they serve all students. He went on to say that our County is one of the highest English Language populations in the entire State and Trivium has only at .2%, it is a limited choice. He concluded by saying that the district's responsibility is to serve all students.

The board had a discussion.

3. Approval of Positive Certification of First Interim Financial Report for Fiscal Year 2017-18 (Jetté) 20 Minutes

Motion to Approve the Positive Certification of First Interim Financial Report for Fiscal Year 2017-18 made by Kate Parker seconded by Ismael Paredes Ulloa. The Motion Passed by a vote of Ayes - 5, Nays - 0, Abstain - 0, Absent - 0.

Ayes: Capps, Paredes Ulloa, Parker, Reid, Sims-Moten

Ms. Jette gave a brief presentation on the first interim report.



The board had some questions in regards to donations, and requested to have the dollar amount the district receives per year.

4. Approval of Exchange of Leasehold Properties between Santa Barbara Unified School District and the City of Santa Barbara (Matsuoka) 5 Minutes

Motion to Motion made by seconded by . The Motion Passed by a vote of Ayes - 0, Nays - 0, Abstain - 0, Absent - 0.

President Parker pulled this item off the agenda to come back at a later time.

5. Approval to Submit Form J-13A Request for Allowance of Attendance Due to Emergency Conditions and its Accompanying Affidavit (Jetté) 3 Minutes

Motion to Approve to Submit Form J-13A Request for Allowance of Attendance Due to Emergency Conditions and its Accompanying Affidavit made by Ismael Paredes Ulloa seconded by Wendy Sims-Moten. The Motion Passed by a vote of Ayes - 5, Nays - 0, Abstain - 0, Absent - 0.

Ayes: Capps, Paredes Ulloa, Parker, Reid, Sims-Moten

Ms. Jette explained that once the County announced that the Thomas fire was a catastrophe and it was recognized by the State, the schools do not have to make up the instructional minutes lost due to the fire. This is a waiver for the 7 days missed.

Board member Parker had concerns about the loss of instructional minutes and time in the classroom. She asked if there is any funding to offer a Saturday morning class. Ms. Capps also asked that the district notify families that school will not be extended at the end of the year.

6. Approval of New Management Job Description - Safety Coordinator (Wageneck) 10 Minutes

Motion to Approve the New Management Job Description - Safety Coordinator with suggested language changes made by Kate Parker seconded by Ismael Paredes Ulloa. The Motion Passed by a vote of Ayes - 5, Nays - 0, Abstain - 0, Absent - 0.

Ayes: Capps, Paredes Ulloa, Parker, Reid, Sims-Moten

Dr. Wageneck presented this item. She said that the purpose of this position is to bring

into alignment safety practices and also to have someone who is skilled in the area of safety and is able to work in the district's heat plan or organizing trainings for EpiPens, making sure that the groundskeepers are up to date on how to use their equipment properly, as an example.

The board had a discussion. Board member Parker had the following language change on paragraph 2 of the essential functions: plan and lead quarterly meetings of District safety committee and train personnel in digital, physical, and mental health safety practices and protocols; liaison as needed with city, county, and other public agency staff and neighboring school districts in development or refinement of disaster and emergency response plans.

## **H. Report/Discussion Agenda**

1. Presentation of the Santa Barbara Unified School District's Annual Financial Report (Audit) for the Period Ending June 30, 2017 and the Required Communication Letter (Jetté) 20 Minutes

Ms. Jette introduced Ms. Shilo Gorospe who joined the meeting via phone conference due to the road closures caused by the mudslides. Ms. Gorospe presented the 2016-17 financial audit.

The board had a discussion and asked some questions regarding our ASB accounts at the school sites. They suggested more trainings, put in place unannounced check-in visits.

2. Report of the Santa Barbara Unified School District's Measures, Q and R 2010 and I and J 2016 Financial and Performance Audit Reports for the Period Ending June 30, 2017 and the Required Communication Letters (Jetté) 10 Minutes

Ms. Jette presented Ms. Shilo Gorospe who gave a brief summary of the report.

No comments from the board.

3. Annual Williams Legislation Report, 2016-17 (Matsuoka) 3 Minutes

Superintendent Matsuoka presented this item. He explained that this is a quarterly report that facilities and instructional materials are in good condition across the district.

No comments from the board.

4. Council on Alcoholism & Drug Abuse Youth Services Specialist Internal Evaluation (Wageneck) 20 minutes

Dr. Wageneck presented this report. The board had a discussion.

5. Mental Health - Request for Proposals (Wageneck) 20 minutes

Ms. Wageneck presented this proposal. The board had a discussion.

This item will come back as an action agenda item.

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**I. (If Needed) return to consent items designated for Discussion**

The board returned to the Consent Agenda to Review Items E. 7 - Approval of Human Resources Recommendations and E.8 - Approval of a One Year Consulting and Advocacy Agreement with Capitol Advisors Group, LLC

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**J. Coming Events**

Schools open house  
Intradistrict transfer deadline is January 19, 2018

**K Future Agenda items**

Ms. Parker will give the future agenda items to Dr. Reid.

Ms. Capps, Groundbreaking at Las Flores to invite the community to see the solar panels that have been put in place.

**L. Next Meeting**

Tuesday, January 23, 2018  
Regular Board Meeting - 6:30 pm  
District Administration Office  
720 Santa Barbara Street  
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Tuesday, February 13, 2018  
Regular Board Meeting - 6:30 pm  
District Administration Office  
720 Santa Barbara Street

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**M. Adjournment**

President Reid adjourned the meeting at 9:51 p.m.