

ANAHEIM UNION HIGH SCHOOL DISTRICT

501 N. Crescent Way, P.O. Box 3520, Anaheim, California 92803-3520, www.auhsd.us

BOARD OF TRUSTEES Minutes Tuesday November 5, 2019

1. CALL TO ORDER–ROLL CALL

Board President O’Neal called the regular meeting of the Anaheim Union High School District Board of Trustees to order at 2:03 p.m.

Present: Brian O’Neal, president; Katherine H. Smith, assistant clerk; Anna L. Piercy, member; Michael B. Matsuda, superintendent; Jaron Fried, Ed.D., and Jennifer Root, Ed.D., assistant superintendents; and Karl H. Widell, District counsel.

Absent: Al Jabbar, member; Annemarie Randle-Trejo, clerk; and Brad Jackson, assistant superintendent.

2. ADOPTION OF AGENDA

Staff requested the following amendments to the agenda:

- Add the following student names to item 8.3:
 - My Nguyen
 - Tasha Nguyen
- Exhibit VV, pull the following SDC English books on page 2 of the exhibit:
 - Treasure Island
 - The Red Badge of Courage
- Exhibit BBB, replace page 7 to include Brooke Montgomery.

Trustee Randle-Trejo entered at 2:04 p.m.

Trustee Jabbar entered at 2:06 p.m.

On the motion of Trustee Jabbar, duly seconded and unanimously carried, following discussion, the Board of Trustees adopted the amended agenda.

3. EDUCATIONAL SERVICES STUDY SESSION

A study session regarding the District’s eLearning program was held.

4. PUBLIC COMMENTS, CLOSED SESSION ITEMS

There were no requests to speak.

5. CLOSED SESSION

The Board of Trustees entered closed session at 3:07 p.m.

Brad Jackson entered closed session at 4:45 p.m.

6. **RECONVENE MEETING, PLEDGE OF ALLEGIANCE, AND CLOSED SESSION REPORT OUT**

6.1 **Reconvene Meeting**

The Board of Trustees reconvened into open session at 6:14 p.m.

6.2 **Pledge of Allegiance and Moment of Silence**

Student Representative to the Board of Trustees Lara Elkatat led the Pledge of Allegiance to the Flag of the United States of America and provided a moment of silence.

9.2 **Student Representative's Report**

Lara Elkatat, student representative to the Board of Trustees, reported on student activities throughout the District.

6.3 **Closed Session Report**

Board Clerk Randle-Trejo reported the following actions taken during closed session.

- 6.3.1 No reportable action taken regarding public employee performance evaluation, superintendent.
- 6.3.2 No reportable action taken regarding anticipated litigation.
- 6.3.3 No reportable action taken regarding negotiations.
- 6.3.4 No reportable action taken regarding personnel.
- 6.3.5 No reportable action taken regarding personnel.
- 6.3.6 No reportable action taken regarding negotiations.
- 6.3.7 No reportable action taken regarding negotiations.

7. **INTRODUCTION OF GUESTS**

The Board of Trustees recognized our community stakeholders for their interest in the Anaheim Union High School District and for attending our Board meeting. Thank you for your participation and contribution as we create an educational environment that graduates socially aware, civic-minded students who are college and career ready with unlimited opportunities for the 21st century.

In addition, Board of Trustees' President O'Neal introduced Senator Ling Ling Chang; Mayor Stacy Berry, City of Cypress; Tish Patel, City of La Palma councilmember; Chef Bruno, Anaheim White House Restaurant; Larry Chung, Director of Corporate Social Responsibility and Strategic Initiatives, Disneyland Resort; Corey Kretz, APGA co-president; and Christopher Aguilera, representative for Assemblywoman Sharon Quirk-Silva.

8. **BOARD OF TRUSTEES' RECOGNITION**

8.1 **Donations**

The Board of Trustees recognized the following individuals for their generous donation to the District.

Disneyland	\$350,000	AIME Summer Internship Program
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8.2 **Contributions to Magnolia High School Football Team**

The Board of Trustees recognized the following for the generous contribution to the Magnolia High School Football Team.

Anaheim City Council	Fleetlines Car Club
Anaheim Police Department	Long Beach Poly Football Program
Anaheim White House Restaurant	Mater Dei High School Football Program
Bernardo Concrete	Orange Coast College Football Program
Charger Football Organization	Portola Football Program
Esperanza High School Football Program	Shock Doctor, Cutters Sports and McDavid USA

8.3 **Oxford Academy Key Club**

The Board of Trustees recognized Tulsı Patel, Oxford Academy student, and the following members of the Oxford Academy Key Club for raising money to provide teddy bears for children at the Feed LA event, which took place on August 10, 2019, in partnership with Each One Teach One.

Timmy Bui	Giang Nguyen
Ryan Dang	Grace Nguyen
Sofia Gange	Jacquelyn Nguyen
Brandon Hughes	James Nguyen
Justin Johnson	Tiffany Ong
Kenny Le	Lance Sahagun
Claire Lee	Lynne Ta
Lydia Lee	Helen Tran
Joyce Li	Victoria Truong
Brandon Luu	Leann Vo
Natalie Melendez	Jennifer Vo
Christina Nguyen	Tobi Yao

8.4 **Perfect Attendance Awards**

The Anaheim Union High School District values and appreciates perfect attendance of employees. It has become the District's tradition to recognize and applaud, on an annual basis, staff members who have perfect attendance.

Consequently, a Red Apple Award was presented to each employee of the District with perfect attendance for the 2018-19 year. A Gold Apple Award was presented to each employee with three consecutive years of perfect attendance.

Congratulations to staff who have earned this coveted recognition as indicated on the exhibit.

9. **REPORTS**

9.1 **Principals' Report**

Daphne Hammer, Magnolia High School principal, and Lorena Moreno, Dale Junior High School principal, presented how Unlimited You opportunities are being created at their school sites.

9.2 This item was taken out of order and placed after item 6.2.

9.3 **Reports of Associations**

Grant Schuster, ASTA president, stated he was glad to see those in attendance at the OCDE Teacher of the Year event. In addition, he reported that ASTA is dedicating one third of its budget to teacher trainings, so that they have the opportunity to grow and learn.

Cory Kretz, APGA co-president, introduced Alex Dortch, Dale Junior High School counselor.

Ms. Dortch, spoke about core curriculum, GPA calculations, and the types of assistance available to students.

9.4 **Parent Teacher Student Association (PTSA) Reports**

There was no report.

10. **PUBLIC COMMENTS, OPEN SESSION ITEMS**

10.1 Cat Pham, Dale Junior High School student, spoke about the Gay Straight Alliance (GSA) club at Dale Junior High School. She stated that the club is a safe place for herself and other students, as well as asked for the Board's support of the club.

10.2 Nayely Aguilar, Dale Junior High School student, shared how the GSA club has helped her be more confident and asked that more clubs like this be established at schools.

10.3 Juvy Gomez, Katella High School booster president, relayed her concerns regarding the show choir program and its leadership.

10.4 Jordan Reeves, Katella High School student, expressed his frustration with the choir teacher.

10.5 Angelica Ramos, Katella High School student, spoke of the teacher's conduct and interactions between the teacher and students.

10.6 Emily Ambrose, Katella High School student, expressed her disappointment in the direction that the choir program has taken.

10.7 Gena Ambrose, Katella High School Booster vice present, requested that the Board look into the choir program.

11. **ITEMS OF BUSINESS**

RESOLUTIONS

11.1 **Resolution No. 2019/20-F-01, Approval of Notice of Exemption for the Cypress High School Relocatable Buildings Project**

Background Information:

On July 10, 2014, the Board of Trustees approved the District's Facilities Master Plan (FMP), which provides a roadmap for the future improvement and development of the District's facilities over the next ten years. Capital improvements at Cypress High School are identified in the approved FMP. The Cypress High School Relocatable Buildings Project (Project) is consistent with the intent of the approved FMP.

The scope of work of the Project consists of the installation of four relocatable classrooms to accommodate increased enrollment.

Current Consideration:

The District is required, pursuant to the California Environmental Quality Act (CEQA), Public Resources Code Sections 21000 et seq., to evaluate each potential public works project to determine whether that project might have a significant effect on the environment. CEQA and the guidelines promulgated thereunder (California Code of Regulations, Title 14, Division 6, Chapter 3, Article 19) provide for categorical and statutory exemptions from the provisions of CEQA. Where an approved project is determined to be exempt from CEQA, the District may file a notice of exemption (NOE) with the Orange County Clerk-Recorder, who must then post the NOE for a period of 30 days.

The District has evaluated the Project and has determined that the Project is categorically and statutorily exempt from CEQA.

Budget Implication:

There is no impact to the budget.

Action:

On the motion of Trustee Jabbar and duly seconded, following discussion, the Board of Trustees adopted Resolution No. 2019/20-F-01, approving the NOE for the Project and directed that the NOE be filed with the Orange County Clerk-Recorder. The roll call vote follows.

Ayes: Trustees Jabbar, Piercy, Smith, Randle-Trejo, and O'Neal

11.2 **Resolution No. 2019/20-F-02, Approval of Notice of Exemption for the Kennedy High School Relocatable Buildings Project**

Background Information:

On July 10, 2014, the Board of Trustees approved the District's Facilities Master Plan (FMP), which provides a roadmap for the future improvement and development of the District's facilities over the next ten years. Capital improvements at Kennedy High School are identified in the approved FMP. The Kennedy High School Relocatable Buildings Project (Project) is consistent with the intent of the approved FMP.

The scope of work of the Project consists of the installation of three relocatable classrooms to accommodate enrollment and programs.

Current Consideration:

The District is required, pursuant to the California Environmental Quality Act (CEQA), Public Resources Code Sections 21000 et seq., to evaluate each potential public works project to

determine whether that project might have a significant effect on the environment. CEQA and the guidelines promulgated thereunder (California Code of Regulations, Title 14, Division 6, Chapter 3, Article 19) provide for categorical and statutory exemptions from the provisions of CEQA. Where an approved project is determined to be exempt from CEQA, the District may file a notice of exemption (NOE) with the Orange County Clerk-Recorder, who must then post the NOE for a period of 30 days.

The District has evaluated the Project and has determined that the Project is categorically and statutorily exempt from CEQA.

Budget Implication:

There is no impact to the budget.

Action:

On the motion of Trustee Randle-Trejo and duly seconded, following discussion, the Board of Trustees adopted Resolution No. 2019/20-F-02, approving the NOE for the Project and directed that the NOE be filed with the Orange County Clerk-Recorder. The roll call vote follows.

Ayes: Trustees Jabbar, Piercy, Smith, Randle-Trejo, and O'Neal

11.3 **Resolution No. 2019/20-E-07, Day of the Special Educator**

Background Information:

Day of the Special Educator is a day observed throughout the nation to recognize the anniversary of the signing of the nation's first federal special education law by Gerald R. Ford on December 2, 1975. National Special Education Day was first celebrated in 2005, and that year marked the 30th anniversary of the Individuals with Disabilities Education Act (IDEA).

Current Consideration:

The District will acknowledge Day of the Special Educator, December 2, 2019, and will encourage all staff to celebrate the students, families, and educators who ensure that students with disabilities have equal access to a free and appropriate public education.

Budget Implication:

There is no impact to the budget.

Action:

On the motion of Trustee Randle-Trejo and duly seconded, the Board of Trustees adopted the Resolution No. 2019/20-E-07. The roll call vote follows.

Ayes: Trustees Jabbar, Piercy, Smith, Randle-Trejo, and O'Neal

BUSINESS SERVICES

11.4 **Rejection of Liability Claim**

Background Information:

The District received a liability claim that was filed on September 1, 2019, and identified as AUHSD 20-04 (No Tort Form).

Current Consideration:

After review, staff determined that a portion of the claim was not presented within six months after the event or occurrence as required by law. In addition, staff determined that the timely portion of the claim is not a proper charge.

Budget Implication:

There is no impact to the budget.

Action:

1. On the motion of Trustee Randle-Trejo, duly seconded and unanimously carried, the Board of Trustees returned the portion of the claim that was not presented within six months after the event or occurrence as required by law as untimely.
2. In addition, the Board of Trustees rejected the timely portion of the claim as not a proper charge.
3. Finally, the Board of Trustees authorized staff to send the notice of return/rejection for liability claim AUHSD 20-04 (No Tort Form).

11.5 **Board Policy, First Reading, Multiple Policies**

Background Information:

In 2018-19, the Business Services Division began the process of revising and updating many of the board policies due to the requirements of Universal Grant Guidance. Policies were updated using the policies developed by the California School Boards Association (CSBA). Since these initial revisions, the Division has begun reviewing all of the policies completed by CSBA to serve as revisions, replacements, or additions to current AUHSD policies.

Current Consideration:

The Business Division submitted the following policies for review:

- 11.5.1 New Board Policy 9203.01 (1400) Relationships Between Other Governmental Agencies and the Schools
- 11.5.2 New Board Policy 3515.2 Disruption
- 11.5.3 New Board Policy 3515.21 Unmanned Aircraft Systems (Drones)
- 11.5.4 New Board Policy 3530 Risk Management/Insurance
- 11.5.5 New Board Policy 91102 (1240) Volunteer Assistance
- 11.5.6 Revised Board Policy 8201.02 (5131.5) Vandalism and Graffiti
- 11.5.7 Revised Board Policy 91100 (1250) Visitors/Outsiders

Budget Implication:

There is no impact to the budget.

Action:

Although this was an information item only, requiring no formal action by the Board of Trustees, the Board reviewed the policies listed above.

11.6 **Revised Board Policy, 41008 (3312) Contracts, Second Reading**

Background Information:

Board Policy 41008 (3312) provides information regarding contracts as it pertains to business and noninstructional operations. The policy was last revised February 7, 2019.

Current Consideration:

The revised policy changes the need for the Board of Trustees to hold an annual public hearing to review and discuss all existing contracts for the sale of foods and beverages on campus.

Budget Implication:

There is no impact to the budget.

Action:

On the motion of Trustee Jabbar, duly seconded and unanimously carried, the Board of Trustees reviewed and approved revised Board Policy 41008 (3312).

11.7 **Agreement, City of Anaheim**

Background Information:

The Anaheim Police Department provides traffic and pedestrian control for all District events scheduled at Handel and Glover stadiums (football, band, and graduation ceremonies) to ensure the safety of event participants and attendees.

Current Consideration:

The Anaheim Union High School District requests the Anaheim Police Department to provide traffic and pedestrian services for the Band Spectacular scheduled at Glover Stadium on November 6, 2019. The agreement will be signed following Board approval.

Budget Implication:

The total cost for these services is not to exceed \$1,000. (Band Spectacular Funds)

Action:

On the motion of Trustee Piercy, duly seconded and unanimously carried, the Board of Trustees approved the agreement.

EDUCATIONAL SERVICES

11.8 **New Board Policy, 91303 Community Schools and Community Collaboration, Second Reading**

Background Information:

Board Policy 91303, Community Schools and Community Collaboration, cements an understanding of the importance of parent, family, and community engagement in the education of their children, contributing greatly to student achievement and a positive school environment. It highlights that the District shall work with staff and parents to develop meaningful opportunities at all grade levels, for parents and families to be involved in District and school activities, advisory, decision-making, advocacy roles, and activities to support learning at home. Currently, intentional efforts are being made to collaborate with community-based organizations, as well as local governments, and businesses, to increase the resources and services available to our students, our families, and the broader community. Much has been accomplished through our current systems and structures for family and community engagement.

Current Consideration:

The District is preparing both Sycamore Junior High School and Anaheim High School to pilot the community schools model. The schools will serve as a hub for students, parents, and families within our school community to access basic services such as health, dental,

legal, social services, and other needed services as identified. These community resources would allow providers to offer much needed services on these campuses. This board policy will help guide the implementation and possible expansion efforts to achieve our outcomes.

Budget Implication:

There is no impact to the budget.

Action:

On the motion of Trustee Jabbar, duly seconded and unanimously carried, the Board reviewed and approved the second reading of new Board Policy 91303.

11.9 **Revised Board Policy 8535.5R, Transfers-Intradistrict, First Reading**

Background Information:

Board Policy 8535.5R, Transfers-Intradistrict, desires to provide options that meet the diverse needs, potential, and interest of District students. This policy was last updated in 2016. Since the last update, the Every Student Succeeds Act (ESSA) (P.L. 114-95) repealed 20 USC 6316, which required districts to offer Intradistrict Transfers to all students in Title I schools identified for program improvement in the first year or beyond. In addition, the public school of choice program under No Child Left Behind (NCLB) was phased out in the 2017-18 year, due to the implementation of the ESSA. This updated policy will remove the current School of Choice/Open Enrollment criteria with the revised Intradistrict Transfer process.

Current Consideration:

Revised Board Policy 8535.5R reflects the District's intended practice regarding intradistrict transfers. District staff has reviewed and updated Board Policy 8535.5R to reflect our effort to maintain student enrollment, promote curriculum pathways, and to highlight the unlimited opportunities available to District students.

Budget Implication:

There is no impact to the budget.

Action:

Although this was an information item only, requiring no formal action by the Board of Trustees, the Board reviewed revised Board Policy 8535.5R, as amended prior to the adoption of the agenda.

11.10 **Educational Consulting Agreement, California Association of Director of Activities**

Background Information:

The California Association of Directors of Activities (CADA) began when a few student council advisors got together to share common problems and solutions. Since that weekend in 1957, CADA has grown into the largest statewide support network for Activity Directors in the nation. National Student Council (NatStuCo) promotes student voice on high school and middle level campuses as an essential responsibility of student council leaders. Student voice is the sharing of suggestions, ideas, and opinions of the student body, and the Raising Student Voice and Participation (RSVP) program provides the opportunity to take that collective voice and effect real change in schools and the community.

Current Consideration:

The District will provide a Raising Student Voice workshop through the assistance of CADA to 100 District students. The workshop will be for 100 District students to be held at the District office. Services will be provided on November 14, 2019.

Budget Implication:

Total cost for these services is not to exceed \$2,500. (Grant Funds)

Action:

On the motion of Trustee Randle-Trejo, duly seconded and unanimously carried, the Board approved the educational consulting agreement.

11.11 **Memorandum of Understanding (MOU), Laura's House**

Background Information:

Laura's House is a state-approved comprehensive domestic violence agency. They provide residential shelter services, transitional housing, counseling, workshops, legal services, and educational presentations.

Laura's House Healthy Emotions and Attitudes in Relationships Today (H.E.A.R.T) program targets at-risk youth and teens. By educating children on healthy relationships and appropriate conflict resolution skills, they hope to prevent violence before it starts. Interactive presentations on healthy relationships have been provided at numerous school sites in the District for nine years. Laura's House now offers supplemental presentations on topics including bullying, bystander intervention, healthy communication, conflict resolution, self-esteem, and media literacy.

In order to evaluate the success of the H.E.A.R.T program, beginning in spring 2020, Chapman University will be collaborating with Laura's House to collect data. Pre-and post-tests are included in the presentations including demographic information, knowledge acquisition, and comments. Chapman University will collect data from schools who are not participating in H.E.A.R.T. in order to conduct an analysis of healthy relationships outcomes with students receiving and not receiving the H.E.A.R.T. workshop. Services will be provided November 7, 2019, through May 31, 2022.

Current Consideration:

Laura's House will continue to provide presentations at no cost to our students, faculty, staff, and parents. Laura's House is funded through various grants and donations, and can provide presentations, as well as events for our students, faculty and parents, and the community that are at no cost to the District. Chapman University will provide payment to school-based research coordinators who assist with parental consent for surveys and data collection efforts.

Budget Implication:

There is no impact to the budget.

Action:

On the motion of Trustee Smith, duly seconded and unanimously carried, the Board approved the MOU.

11.12 **Memorandum of Understanding (MOU), National Alliance on Mental Illness**

Background Information:

National Alliance on Mental Illness (NAMI) is the nation's largest grassroots organization for people with mental illness and their families. Founded in 1979, NAMI has affiliates in every state and in more than 1,100 local communities across the country. NAMI is dedicated to the eradication of mental illnesses and to the improvement of the quality of life for persons of all ages affected by mental illnesses.

Current Consideration:

NAMI can support the District's effort in raising awareness about mental illness and suicide prevention through several school-based programs. The purpose of this MOU is to establish a partnership so that NAMI can offer these services at all school sites and to support the implementation of NAMI school clubs. Services are being provided April 1, 2019, through June 30, 2024.

Budget Implication:

There is no impact to the budget.

Action:

On the motion of Trustee Randle-Trejo, duly seconded and unanimously carried, the Board of Trustees ratified the MOU.

Paulette Chaffe commended the District for working with NAMI to serve students.

11.13 **Memorandum of Understanding (MOU), Casa Youth Shelter**

Background Information:

Casa Youth Shelter (CYS) is a 501(c)(3) nonprofit emergency youth shelter. CYS serves the needs of youth and families, in-crisis, both on-site through a Residential Shelter Care Program and in the community through their extensive Community Outreach Program. Their programs work in concert with each other to offer individuals and families the tools they need in order to mitigate crises and work together as a cohesive unit.

Current Consideration:

CYS and the District are committed to collaborating and networking to ensure that emergency shelter is provided for unaccompanied, homeless and/or youth in crisis, as well as providing critical supportive and mental health services. CYS will provide youth-focused workshop presentations to staff, parents, and/or students of the District. Services will be provided November 6, 2019, through July 1, 2023.

Budget Implication:

There is no impact to the budget.

Action:

On the motion of Trustee Smith, duly seconded and unanimously carried, the Board of Trustees approved the MOU.

11.14 **School-Sponsored Student Organizations**

Background Information:

The Board of Trustees shall give approval for the establishment of all student organizations. The proposed organizations shall not engage in any activities, other than those that are organizational in nature, until the Board of Trustees has approved its application.

Current Consideration:

The following schools submitted school-sponsored student organization applications:

- 11.14.1 Film Club, Western High School
- 11.14.2 Puente Club, South Junior High School
- 11.14.3 Science Club, South Junior High School

Budget Implication:

Each school-sponsored student organization offsets operational costs through donations and fundraising efforts.

Action:

On the motion of Trustee Piercy, duly seconded and unanimously carried, the Board of Trustees approved the school-sponsored organization applications.

HUMAN RESOURCES

11.15 **Revised Board Policy 8708, Sexual Harassment, Students, Second Reading**

Background Information:

Board Policy 8708, Sexual Harassment, Students, provides the procedure for students to make complaints alleging sexual harassment. The policy was last revised in 2003.

Current Consideration:

The Board of Trustees was requested to review and/or approve the second reading of revised Board Policy 8708, Sexual Harassment, Students. The revised policy includes new language to ensure compliance.

Budget Implication:

There is no impact to the budget.

Action:

On the motion of Trustee Randle-Trejo, duly seconded and unanimously carried, the Board of Trustees reviewed and approved revised Board Policy 8708, Sexual Harassment, Students.

11.16 **Revised Board Policy 8701.1, Anti-Bullying, Second Reading**

Background Information:

Board Policy 8701.1, Anti-Bullying, provides the procedure for students to make complaints alleging bullying or discrimination. The policy was last revised in 2012.

Current Consideration:

The Board of Trustees was requested to review and/or approve the second reading of revised Board Policy 8701.1, Anti-Bullying. The revised policy includes new language to ensure compliance.

Budget Implication:

There is no impact to the budget.

Action:

On the motion of Trustee Piercy, duly seconded and unanimously carried, the Board of Trustees reviewed and approved revised Board Policy 8701.1, Anti-Bullying.

11.17 **New Board Policy 6219, Code of Ethics–All Employees, Second Reading**

Background Information:

New Board Policy 6219, Code of Ethics–All Employees, provides information regarding District expectations of all employees to exercise good judgment and maintain professional standards and boundaries when interacting with students both on and off school property.

Current Consideration:

The Board of Trustees was requested to review and/or approve the second reading of new Board Policy 6219, Code of Ethics–All Employees. The new policy contains information regarding inappropriate employee conduct, the reporting of misconduct and notification of this policy to parents/guardians.

Budget Implication:

There is no impact to the budget.

Action:

On the motion of Trustee Randle-Trejo, duly seconded and unanimously carried, the Board of Trustees reviewed and approved new Board Policy 6219, Code of Ethics–All Employees.

11.18 **Agreement, California Baptist University**

Background Information:

The District has traditionally entered into agreements with university programs to provide opportunities for university students to meet their field work requirements and to gain valuable professional experiences. This agreement provides the opportunity for California Baptist University speech language pathology students to provide supervised support services to District students and staff.

Current Consideration:

The agreement with California Baptist University will provide for clinical training in the area of speech pathology and speech pathology assistant. The agreement will be effective December 1, 2019, through November 30, 2020. University students will meet with District clinical supervisors (speech language pathologists) at the student's assigned school site to be involved in the student's preparation for speech language pathology. This agreement provides opportunities for the student to observe, participate, and assist in the District's speech language pathology program. Clinical supervisors will model to the student effective planning, instruction, and management strategies, as well as discuss these strategies with the student teacher. Additionally, professional attire, development, and conduct will be reviewed. Due to the university's policy for executing agreements, this agreement will be signed following approval by the Board of Trustees.

Budget Implication:

There is no impact to the budget.

Action:

On the motion of Trustee Piercy, duly seconded and unanimously carried, the Board of Trustees ratified the agreement.

13. **CONSENT CALENDAR**

On the motion of Trustee Randle-Trejo, duly seconded and unanimously carried, following discussion, the Board of Trustees approved all consent calendar items, with the exception of items 12.2, Exhibit HH, and 12.13 pulled by Trustee O'Neal.

BUSINESS SERVICES

12.1 **Agreement, Stradling, Yocca, Carlson, and Rauth**

Background Information:

On October 10, 2019, the Board of Trustees voted to place a bond measure on the March 2020 ballot for consideration by the voters.

Current Consideration:

The District desires to retain bond counsel in connection with the proposed ballot proposition for the purpose of conducting the necessary legal work as it relates to the bonds as outlined in the agreement.

Budget Implication:

Bond counsel will receive \$50,000 for each series of bonds. In addition, bond counsel will be reimbursed for any out-of-pocket expenses reasonably incurred in the course of this agreement, at a cost not to exceed \$2,000 for each series of bonds. All fees shall be payable only from proceeds of the bonds.

Additionally, bond counsel will provide legal services in connection with the placement of a proposition on the March 2020 ballot, at a cost not to exceed \$7,500. (General Funds)

Action:

The Board of Trustees approved the agreement with Stradling, Yocca, Carlson, and Rauth.

12.2 **Assignment of Agreement, Eide Bailly LLP**

Background Information:

On December 12, 2018, the Board of Trustees approved contracts with Vavrinek, Trine, Day, & Co., LLP for 1) Auditing services that included audits of financial statements, categorical programs, and various financial procedures; 2) Auditing services-G.O. Bond, which includes audit of the financial statements of the Building (Measure H) Fund; and 3) Consulting agreement for ASB professional development.

Current Consideration:

The District received a notice from Vavrinek, Trine, Day, & Co., LLP, which explained they were joining Eide Bailly LLP, one of the top twenty-five business advisory and Certified Public Accountant (CPA) firms in the nation. The notice also explained that the District's service team will not change nor will the level of service. This merger includes the assignment of all contractual agreements, including the contracts with Anaheim Union High School District. An assignment of the contracts from Vavrinek, Trine, Day, & Co., LLP to Eide Bailly LLP, by written consent of both parties, will allow Eide Bailly LLP to fulfil the contractual obligation.

Budget Implication:

The costs remain unchanged for the remainder of the terms as originally approved by the Board of Trustees on December 12, 2018. (General Funds)

Action:

The Board of Trustees approved the assignment of the contracts dated December 13, 2018, from Vavrinek, Trine, Day, & Co., LLP to Eide Bailly LLP.

12.3 **Assignment of Agreement, Truman Arnold Companies**

Background Information:

On January 17, 2019, the Board of Trustees approved the award of Bid 2019-16 Renewable Diesel Fuel with IPC USA, Inc. for the purchase of renewable diesel fuel.

Current Consideration:

The District received a notice from IPC USA, Inc., that explained their assets were being acquired by Truman Arnold Companies, which has been serving the fuel industry for over 55 years. The notice also explained that the service team assigned to the District will not change nor will the level of service. This acquisition includes the assignment of all contractual agreements, including the contract with Anaheim Union High School District. An assignment of the contract from IPC USA, Inc. to Truman Arnold Companies by written consent of both parties, will allow Truman Arnold Companies to fulfil the contractual obligation.

Budget Implication:

The cost remains unchanged for the remainder of the term as originally approved by the Board of Trustees on January 17, 2019. (General Funds)

Action:

The Board of Trustees approved the assignment of the contract dated December 13, 2018, from IPC USA, Inc. to Truman Arnold Companies.

12.4 **Award of Request for Proposal (RFP) 2020-06, Content Filter Districtwide**

Background Information:

The District is required to filter Internet content through the Children's Internet Protection Act (CIPA) and the E-Rate program. On June 20, 2019, the Board of Trustees approved the use of a competitive request for proposal, pursuant to Public Contract Code (PCC) 20118.2, for a content filter system used Districtwide and made the requisite finding that procurement of the content filter system qualified under PCC 20118.2 (b).

Current Consideration:

The District convened a committee of three Network Analysts, the Network Manager, and the Chief Technology Officer, who participated in a comprehensive evaluation of content filter systems to determine the best fit for the District. The evaluation was based on a point value by category. Categories evaluated included technical proposal, service, maintenance and training, system performance, reporting engine, management interface, integration, implementation plan, future flexibility and scalability, functionality, usability, integration with existing appliances, serviceability, versatility, and also price.

The District hereby makes a finding that BorderLAN, Inc. has the highest point total overall utilizing the evaluation criteria described herein, is the lowest most responsive and responsible bidder, and is being recommended for award.

Budget Implication:

The total cost is not to exceed \$134,275, which includes licensing, hardware, installation, and five years of software maintenance. (General Funds)

Action:

The Board of Trustees awarded RFP 2020-06 to BorderLAN, Inc.

12.5 **Revised Proposal, Arch Pac, Aquatics, LLC**

Background Information:

In 2018, the District determined that major pool renovations at Cypress High School and Loara High School were required resulting in the closure of the pools the same year. In August 2018, the Board of Trustees approved the hiring of Arch Pac, Aquatics, LLC (Arch Pac) to provide specialized architectural and engineering pool design services for Loara High School only, as Arch Pac was already involved in the design of the Cypress High School pool project under separate contract.

Current Consideration:

During the planning phase, items requested by the Division of the State Architect and the Orange County Health Care Agency, along with the pool equipment replacement requested by the District, required additional scope beyond what was anticipated thus exhausting projected design hours carried in the original fee.

Arch Pac has submitted a revised proposal for additional services, dated October 14, 2019, for the District's consideration. Staff has reviewed the revised proposal and is recommending its approval to the Board of Trustees.

Budget Implication:

Arch Pac will provide additional architectural and engineering pool design services for the pools at Cypress High School and Loara High School, for a cost not to exceed \$30,000. The revised total cost for services is \$88,500, which includes \$58,500 previously approved by the Board of Trustees in August 2018. Services will be provided through June 30, 2020. (General Funds)

Action:

The Board of Trustees approved the revised proposal.

12.6 **Authorization to Negotiate Services for a Design-Build Solar Photovoltaic (PV) System, RFP 2020-07**

Background Information:

The District is interested in energy conservation efforts. The Board of Trustees authorized staff to seek a solution to develop alternative energy sources to maximize energy savings and efficiency through the use of solar technology. Staff issued a Request for Proposals (RFP) for a Design-Build Solar Photovoltaic (PV) System to procure a contract for energy conservation services pursuant to Government Code Section 4217.10 et seq.

Current Consideration:

The District issued RFP #2020-07 inviting firms to submit qualifications and proposals to perform the work associated with a Districtwide solar solution. The request was advertised and mandatory site visits were conducted. On October 23, 2019, eight proposal packages were submitted to the District, which were later confirmed for completeness and scored based on qualifications and experience. The shortlisted firms will be interviewed and ranked

in order of overall best value. Staff is seeking authorization to begin the negotiation process with one or more selected firms. The process will include either entering into a power purchase agreement, lease, or purchase of the solar photovoltaic (PV) system.

Budget Implication:

There is no budget impact for the identification of the shortlisted firms for the negotiation process. The Board of Trustees will be presented with the selected firm and will be asked to approve an agreement at a future Board meeting.

Action:

The Board of Trustees approved the commencement of the negotiation process for the shortlisted firms and authorized staff to finalize contract terms.

12.7 **Award of Bid**

The Board of Trustees was requested to award the following bid:

<u>Bid #</u>	<u>Service</u>	<u>Award</u>	<u>Amount</u>
2020-08	Cypress High School Relocatable Buildings Project (Developer Fees)	IVL Contractors, Inc.	\$555,500

Action:

The Board of Trustees awarded Bid #2020-08.

12.8 **Ratification of Change Order**

The Board of Trustees was requested to ratify the change order as listed.

Bid #2019-34, District Office Roofing Project (Measure H Funds) Letner Roofing Co.	P.O. #M64A0341
Original Contract	\$2,375,000
Change Order #1	(\$19,822)
New Contract Value	\$2,355,178

Action:

The Board of Trustees ratified the change order as listed.

12.9 **Notices of Completion**

The Board of Trustees was requested to approve the notices of completion as listed.

Bid #2019-34, District Office Roofing Project (Measure H Funds) Letner Roofing Co.	P.O. #M64A0341
Original Contract	\$2,375,000
Contract Changes	(\$19,822)
Total Amount Paid	\$2,355,178

Action:

The Board of Trustees authorized the assistant superintendent, Business to accept Bid 2019-34 as complete, and authorized the filing of the notices of completion with the Office of the County Recorder.

12.10 **Declaring Certain Furniture and Equipment as Unusable, Obsolete, and/or Out-of-Date, and Ready for Sale or Destruction**

Action:

The Board of Trustees approved the list of District furniture and equipment as unusable, obsolete, and/or out-of-date, and ready for sale or destruction, as well as authorized proper disposal in accordance with Education Code Section 17545 et al.

12.11 **Declaring Certain Textbooks and Instructional Materials as Unusable, Obsolete, and/or Out-of-Date, Damaged, and Ready for Sale or Destruction**

Action:

The Board of Trustees approved the list of District textbooks and instructional materials as unusable, obsolete, and/or out-of-date, damaged, and ready for sale or destruction as surplus, as well as authorized staff to dispose of the textbooks and instructional materials in accordance with Education Code Section 60510 et al.

On the motion of Trustee Randle-Trejo and duly seconded, following discussion, the Board of Trustees ratified items 12.12, Exhibit HH, and 12.13 with the following roll call vote.

Ayes: Trustees Jabbar, Piercy, Smith, and Randle-Trejo

Abstain: Trustee O'Neal

12.12 **Purchase Order Detail Report and Change Orders**

Action:

The Board of Trustees ratified the reports October 1, 2019 through October 27, 2019.

12.13 **Check Register/Warrants Report**

Action:

The Board of Trustees ratified the report October 1, 2019, through October 27, 2019.

12.14 **SUPPLEMENTAL INFORMATION**

12.14.1 Cafeteria Fund, August 2019

12.14.2 Enrollment, Month 3

EDUCATIONAL SERVICES

12.15 **Memorandum of Understanding (MOU), West-Ed California Healthy Kids Survey (CHKS)**

Background Information:

The District became the lead fiscal agency for a Tobacco Use Prevention Education (TUPE) consortium grant between Anaheim Elementary School District and the District, in the amount of \$1,732,590 for a three-year term from 2017-20 that was approved by the Board

on July 13, 2017. TUPE grantees are required to conduct the California Healthy Kids Survey (CHKS) Core and Tobacco Module biennially in grades seven, nine, and eleven. The CHKS is a companion tool to the California School Climate Survey (CSCS) and the California School Parent Survey (CSPS). Together they form the California School Climate, Health, and Learning Survey (Cal-SCHLS) system, a comprehensive set of integrated surveys designed to help schools meet the mandates and goals of the Every Student Succeeds Act.

Current Consideration:

The CHKS is a comprehensive and customizable student self-reported, data-collection system that provides essential and reliable data on school climate, youth resilience, health and well-being, as well as learning barriers and supports. CHKS survey implementation costs include, grades seven, nine, and eleven. In addition to the survey, the District will provide CHKS with information on current student enrollment figures for all school sites by grade level, and provide accurate staff counts by school. Services are being provided September 1, 2019, through August 31, 2020.

Budget Implication:

Total costs for these services are not to exceed \$10,000. (TUPE Funds)

Action:

The Board of Trustees ratified the MOU.

12.16 **Memorandum of Understanding (MOU), North Orange County Community College District (NOCCCD), Reimbursement for Costs Associated with Travel Expenses for non NOCCCD Employees for CAEP Related Conferences and Professional Development**

Background Information:

Since 2013-14, the District has been a member of the North Orange County Regional Consortium (NOCRC). The purpose of the consortium is to evaluate existing adult education programs, identify needs, and develop plans to address those needs. Within the consortium, five workgroups were created to develop strategies for implementation to improve educational outcomes for adult learners. One of the approved strategies, submitted by the Supporting Adults for Student Success (SASS) workgroup is to reimburse participating school districts for the cost of babysitting for the Love and Logic parenting classes.

Current Consideration:

Currently, the district is planning and coordinating the initial phase of implementation for the community schools model, and will need additional training to learn more about the processes needed to move forward. The MOU is needed to facilitate the reimbursement of the costs associated with travel to conferences and workshops related to the community schools model. Services are being provided July 1, 2019, through June 30, 2020. The MOU will be signed following board approval.

Budget Implication:

There is no impact to the budget. NOCRC/CAEP reimbursement may not exceed the approved amount of \$7,000 for the duration of this memorandum of understanding.

Action:

The Board of Trustees ratified the MOU.

12.17 **Agreement, Healthy Smiles for Kids of Orange County, Inc.**

Background Information:

Healthy Smiles for Kids (HSK) is a nonprofit organization dedicated to improving the oral health of children in Orange County. Through different collaborative programs, they focus on prevention, outreach, education, access to treatment, and advocacy. HSK has developed a system of dental care designed to provide on-site care to patients through relationships with community-based registered dental hygienists who will provide care and collaborate with dentists using teledentistry technology. This system of care is referred to as the Virtual Dental Home (VDH). They provide dental care directly to underserved communities in Orange County.

Current Consideration:

The purpose of this agreement is to approve Healthy Smiles for Kids of Orange County, Inc. to work at the District's school sites to provide health promotion education, varnish, and dental prophylaxis. If the patient requires sealants or restorative services, they will be referred to the Mobile Dental Clinic. The dental team and Care Coordinators will be tracking and supporting the patient in obtaining additional care and following the recommendations for additional services. Services will be provided November 6, 2019, through November 6, 2020, and will automatically renew for an additional one-year period on each successive November 6th unless either party notifies the other party in writing before November 6th of its intent to non-renew.

Budget Implication:

There is no impact to the budget.

Action:

The Board of Trustees approved the agreement.

12.18 **Memorandum of Understanding (MOU), University of California, Irvine (UCI) School of Law**

Background Information:

In 2016, the Board approved the MOU with the University of California, Irvine (UCI) School of Law. The UCI School of Law partnered with Anaheim High School and the District to enroll 50 students in the Saturday Academy of Law (SAL) held at the UCI School of Law for six consecutive Saturdays. A District teacher, hired by UCI to teach the curriculum, was assisted by UCI Law students. Interspersed with the academic content were guest speakers, including Superior Court judges, law firm attorneys, government and public interest advocates, as well as law enforcement professionals.

Current Consideration:

For the 2019-20 school year, the UCI School of Law will once again partner with the District to enroll 50 students. The UCI Saturday Law Academy (SAL) will extend invitations to students at Anaheim High School, Savanna High School, and Western High School. The SAL will consist of six Saturday morning classes for 9th grade students, from 8 a.m. to 12 p.m. Students will receive class books and additional instructional materials. Students will submit an application in accordance with the program requirements. Services are being provided September 1, 2019, through June 30, 2020. The MOU will be signed following Board approval.

Budget Implication:

The total cost is not to exceed \$38,000. (General Funds)

Action:

The Board of Trustees ratified the MOU.

12.19 **Memorandum of Understanding (MOU), Inter-Special Education Local Plan Area (SELPA), Capistrano Unified School District (CUSD)**

Background Information:

The District operates several unique special education programs that are not available in some local school districts. School districts may enter agreements to provide services to special education students that are living in other districts. At times, the District admits special education students from other school districts into some of the District's unique special education programs.

Current Consideration:

Capistrano Unified School District (CUSD) has requested to enter into an MOU with the District permitting students from CUSD to be enrolled in specialized programs operated by the District. The MOU for placing special education students from CUSD in the District programs was presented to the Board of Trustees for consideration of approval.

Budget Implication:

CUSD will fund these services per billing agreement between CUSD and AUHSD/Greater Anaheim SELPA. Services are being provided August 7, 2019, through June 30, 2020.

Action:

The Board of Trustees ratified the MOU between the District and CUSD.

12.20 **Memorandum of Understanding (MOU), Inter-Special Education Local Plan Area (SELPA), with Los Alamitos Unified School District**

Background Information:

The District operates several unique special education programs that are not available in some local school districts. School districts may enter agreements to provide services to special education students that are living in other districts. At times, the District admits special education students from other school districts into some of the District's unique special education programs.

Current Consideration:

Los Alamitos Unified School District (LAUSD) has requested to enter into an MOU with the District permitting students from LAUSD to be enrolled in specialized programs operated by the District. The MOU for placing special education students from LAUSD in the District programs was presented to the Board of Trustees for consideration of approval. Services are being provided August 7, 2019, through June 30, 2020.

Budget Implication:

LAUSD will fund these services per billing agreement between LAUSD and AUHSD/Greater Anaheim SELPA.

Action:

The Board of Trustees ratified the MOU between the District and LAUSD.

12.21 **Memorandum of Understanding (MOU), Inter-Special Education Local Plan Area (SELPA), Fullerton Joint Union High School District**

Background Information:

The District operates several unique special education programs that are not available in some local school districts. School districts may enter agreements to provide services to special education students that are living in other districts. At times, the District admits special education students from other school districts into some of the District's unique special education programs.

Current Consideration:

Fullerton Joint Union High School District (FJUHSD) has requested to enter into an MOU with the District permitting students from FJUHSD to be enrolled in specialized programs operated by the District. The MOU for placing special education students from FJUHSD in the District programs was presented to the Board of Trustees for consideration of approval. Services are being provided August 7, 2019, through June 30, 2020.

Budget Implication:

FJUHSD will fund these services per billing agreement between FJUHSD and AUHSD/Greater Anaheim SELPA.

Action:

The Board of Trustees ratified the MOU between the District and FJUHSD.

12.22 **Transportation Agreement, Switzer Learning Center**

Background Information:

Under the Individuals with Disability Education Act, the District is obligated to provide transportation services to special education students that require transportation to receive a free and appropriate public education. Our transportation department safely and effectively transports approximately 700 special education students on any given school day. In rare circumstances, a student's needs are such that our transportation department is not able to safely or efficiently transport the student. In those circumstances, alternative forms of transportation are provided through contracted services or through reimbursing parents the cost incurred in transporting their child. These alternative forms of transportation are permitted under the Education Code and federal law. Due to student confidentiality, the transportation agreements are redacted with limited information is provided regarding the student or family.

Current Consideration:

The Board of Trustees was requested to ratify the regular school year transportation agreement to reimburse the parent of a special education student attending Switzer Learning Center, located at 2201 Amapola Court, Torrance, CA 90501, for providing round trip daily transportation. Services are being provided August 26, 2019, through June 18, 2020.

Budget Implication:

The total cost for these services is not to exceed \$11,066.40. (Special Education Funds)

Action:

The Board of Trustees ratified the transportation agreement.

12.23 **Individual Service Contracts**

Action:

The Board of Trustees approved/ratified the individual service contracts as submitted. (Special Education Funds)

12.24 **Instructional Materials Submitted for Display**

The Instructional Materials Review Committee recommended the selected material for display, for courses in dual enrollment, English, and world languages. Before the materials can be approved for adoption, they must be made available for public review. The Board of Trustees was requested to consider adoption of the materials following the end of the period of public display, November 8, 2019, through December 12, 2019.

Action:

The Board of Trustees approved the display, as amended prior to the adoption of the agenda.

12.25 **Instructional Materials Submitted for Adoption**

The Instructional Materials Review Committee recommended the selected books for English courses. The books have been made available for public view.

Action:

The Board of Trustees adopted the selected materials.

12.26 **Field Trip Report**

Action:

The Board of Trustees approved/ratified the report as submitted.

HUMAN RESOURCES

12.27 **Agreement Addendum, Loma Linda University**

Background Information:

The District has traditionally entered into agreements with university programs to provide opportunities for university students to meet their field work requirements and to gain valuable professional experiences. This agreement provides the opportunity for Loma Linda University speech pathology interns and speech pathology assistant interns to provide supervised support services to District students and staff. The District has had an agreement in place with Loma Linda University since 2014.

Current Consideration:

The agreement addendum with Loma Linda University extends the term of the original agreement. The agreement addendum will be effective October 10, 2019, through October 9, 2024. University students will meet with District clinical supervisors (speech language pathologists) at the intern's assigned school site to be involved in the student's preparation for speech language pathology. This agreement provides opportunities for the student to observe, participate, and assist in the District's speech language pathology program. Clinical supervisors will model to the student effective planning, instruction, and management strategies, as well as discuss these strategies with the student teacher. Additionally, professional attire, development, and conduct will be reviewed. Due to the university's

policy for executing agreements, this agreement will be signed following approval by the Board of Trustees.

Budget Implication:

There is no impact to the budget.

Action:

The Board of Trustees ratified the agreement addendum.

12.28 **Memorandum of Understanding (MOU), Amendment, The Association of California School Administrators (ACSA), Foundation for Educational Administration (FEA)**

Background Information:

Obtaining a Clear Administrative Services credential is a requirement for all employees serving in an administrator position. To obtain the credential, individuals must enroll in a program authorized by the California Commission on Teacher Credentialing (CTC) complete coursework, and a minimum number of hours. Due to an increasing number of new administrators at the District in recent years, the District collaborated with the Association of California School Administrators (ACSA) to establish a cohort to complete a clear credential program. By serving as a host site, this ensures the program meets the District's high standards for leadership development. The Network of ACSA Clear Administrative Credential Local Programs (CACLP-Net) was created and is administered through a partnership with ACSA, the Foundation for Educational Administration (FEA), and Local Education Agencies. This partnership includes ACSA-FEA Affiliated Local Programs to provide ACSA's approved Commission on Teacher Credentialing Clear Administrative Credential Program outcomes. The MOU between ACSA-FEA and the District allows administrators to be trained as administrative coaches and/or mentors.

Current Consideration:

This amendment is to include an additional coach. The purpose of this agreement is to provide the District the ability to train administrators as coaches and/or mentors, as well as serve as the credentialing institution for administrators enrolled in the Clear Administrative Credential Program. Online and in-person training will be scheduled for specific dates during the 2019-20 year. Services are being provided July 1, 2019, through May 31, 2020. The MOU will be signed following Board approval.

Budget Implication:

The total cost is not to exceed \$3,415. (General Funds)

Action:

The Board of Trustees ratified the MOU amendment.

12.29 **2018-19 Williams Settlement Legislation Review Report**

Background Information:

The Orange County Department of Education (OCDE) conducts a semi-annual review of decile 1-3 schools based on the 2012 Academic Performance Index and school sites participating in the Quality Education Investment Act (QEIA) program to ensure compliance with Williams Settlement Legislation requirements. This process is conducted in addition to the District's submission of Williams Uniform Complaints reports, which summarize all complaints relative to the sufficiency of textbooks and instructional materials, maintenance of facilities, accuracy of data reported on School Accountability Report Cards (SARC), and compliance with teacher assignments.

Current Consideration:

According to Education Code Section 1240(2)(H), the findings of the review by OCDE must be publicly shared with the Board of Trustees. The reports, as provided, indicate any deficiencies during 2018-19, which were reported to school administrators for remediation.

Budget Implication:

There is no impact to the budget.

Action:

Although this was an information item only, requiring no formal action by the Board of Trustees, the Board officially received the report.

12.30 **Certificated Personnel Report**

Action:

The Board of Trustees approved/ratified the report as amended prior to the adoption of the agenda.

12.31 **Classified Personnel Report**

Action:

The Board of Trustees approved/ratified the report as submitted.

13. **SUPERINTENDENT AND STAFF REPORT**

There was no report.

14. **BOARD OF TRUSTEES' REPORT**

Trustee Jabbar indicated he attended the City of Anaheim Fall Festival Parade, City of Anaheim Council Meeting, Anaheim High School Volleyball game, OCDE Teacher of the Year Celebration, Dia De Los Muertos event at Anaheim High School, Parent Leadership Conference, and ROP Board meeting.

Trustee Piercy said she attended the City of Cypress Mayor's Prayer Breakfast, Mito Delegation Visit at Loara High School, visited Walker Junior High School, and OCDE Teacher of the Year Celebration.

Trustee Smith shared she attended the Student Discipline Taskforce meeting.

Trustee Randle-Trejo reported she attended OCSBA Dinner, ROP Board Meeting, OCDE Teacher of the Year Celebration, City of Anaheim council meeting, City of Anaheim Fall Festival Parade, Parent Leadership Conference, and GASELPA Board Meeting.

Trustee O'Neal stated he attended OCDE Teacher of the Year Celebration, Parent Leadership Conference, City of Cypress Mayor's Prayer Breakfast, Mito Delegation Visit at Loara High School, and Sister City Commission meeting.

15. **ADVANCE PLANNING**

15.1 **Future Meeting Dates**

The last meeting for 2019 will be held Thursday, December 12, 2019, at 6:00 p.m., which is also the annual organizational meeting.

15.2 **Suggested Agenda Items**

16. **ADJOURNMENT**

On the motion of Trustee Piercy, duly seconded and unanimously carried, the Board of Trustees adjourned the meeting at 9:13 p.m.

Approved  _____
Clerk, Board of Trustees