

# BERRYESSA UNION SCHOOL DISTRICT

## SCHOOL CONSOLIDATION ADVISORY COMMITTEE

April 25, 2024 Meeting Minutes

### Committee Members Present

Angela Torres	Parent, Summerdale Elem.
Ashok Annamalai	Parent, Laneview Elem.
Betty Chen	Parent, Cherrywood Elem.
Chris Mosley	Principal, Piedmont Middle
Christy Boyd	Admin. Assist., Ed. Services
Connor Wilson	Teamsters
Dao (Denise) Pham	Parent, Northwood Elem.
Elizabeth Escobar-Ausman	Parent, Vinci Park Elem.
Geetanjali Chakraborty	Parent, Sierramont Middle
Giang Ngo	Parent, Ruskin Elem.
Ginger Jenzen	CTAB
Heather Moreali	CTAB
Jannet Odom	Principal, Majestic Way Elem.
Kate Waters	CSEA
Marie Skepple	Parent, Summerdale Elem.
Martin Michaels	Retiree, Landowner, CBOC Mem.
Parul Manglik	CSEA
Preetham Nayak	Parent, Brooktree Elem.
Shanna Brewer	Parent, Piedmont Middle

Thomas Carroll	Coord. Student Services
Thu Dang-Gounalakis	Parent, Noble Elem.
Will Arroyo	Parent, Toyon Elem.
Yanet Segura-Herrera	Parent, Morrill Middle

### Committee Members Absent

Michelle Corpuz	Parent, Majestic Way Elem.
Ann Grabowski	Business Community Mem.

### Staff and Guest

Brianna García	School Services of California
Harold Freiman	Attorney, Lozano Smith
Josh Quitoriano	Dir. of Fiscal Services
Kevin Franklin	Assist. Supt., Bus. Serv.
Linette Hodson	School Services of California
Margot Sandoval	Admin. Assist., Bus. Serv.
Roxane Fuentes	Superintendent
Tony Kanastab	District Representative

- A. Call to Order:** Brianna García welcomed everyone and called the meeting to order at 6:04. Brianna García and Linette Hodson from School Services of California provided a quick introduction of themselves.
- B. Roll Call:**
- Introductions: Brianna then began roll call by asking members to state their name and how they were representing the committee. Every member present introduced themselves.
  - Establishment of Quorum: Brianna explained to members how important it is that everyone attend the meetings, and in order to meet a quorum, a minimum of 13 members must be present.
- C. Introduction and Role of School Services of California Inc.:** Brianna Garcia and Linette Hodson gave a more detailed introduction and explained their roles to the committee. At this meeting, Brianna will review the roles, responsibilities and the group norms of the committee members. Linette will be monitoring and assist in calling members who have questions. They will also be providing the information needed to by the committee to assist them in determining if any schools should be consolidated or not.

The Superintendent greeted the committee and thanked everyone for commitment to be part of the committee. She mentioned the following to be considered with the task at hand:

- Declining enrollment
- Multiple combo classes
- Limited alternative classes for middle schoolers
- What other opportunities do we want to provide?
- Changes/challenges to bring opportunities
- Encouraged questions
- Continue to provide more communication

Brianna addressed the committee and reminded them that they were all appointed by the Board of Trustees at the April 17, 2024 meeting. She then asked Berryessa staff members to introduce themselves: Kevin Franklin, Assistant Superintendent of Business Services, Josh Quitariano, Director of Fiscal Services, Tony Kanastab, Director of Bond Facilities and Modernization, and Margot Sandoval, Administrative Assistant for Business Services.

She explained to the committee that although they will make a recommendation to the Board of Trustees, the Board may not approve it. Ultimately, the board makes the final decision.

School Services is there to assist in the process.

**D. Overview of Committee Responsibilities and Establishment of Committee Norms:**

- Brianna shared information about the different categories members of the committee represent, what the committee is to consider when reviewing each school, and the committee's code of conduct.
- A sample of groups norms were reviewed by the committee. Linette Hodson directed to members to make groups of three (3) and discuss amongst themselves what other norms they would like to add to the committee's group norms. Each group shared their new norms and the committee decided whether to add to the group norms. These are the additional norms the group added to the sample list provided to them:
  - End on time
  - Okay to disagree
  - Notify Kevin Franklin and Margot Sandoval if a member will not be in attendance or will be late
  - Be respectful
  - Give the committee the full time, from the time keeper

**E. Brown Act Presentation:** The Brown Act was explained to the committee. Brianna explained that the School Consolidation Advisory Committee meeting is a public meeting and it is open to all.

Harold Freiman, attorney from Lozano Smith Law Firm introduced himself, and went over the Brown Act law.

- The agenda must be posted so the public is informed and has an opportunity to attend the committee meeting and has an opportunity to make public comments at the meeting.
- The committee will take one action at the end and that is to make a recommendation to the board. He also explained the importance of all attending the meetings. In order to take action for any decisions, the committee must have a quorum and that means 13 members must be present.
- To ensure compliance with the Brown Act, committee members should not communicate with each other about the topics being addressed by the committee outside of agendaized committee meetings.
- If any member wants to share information, they can contact Kevin Franklin.
- Public Records Act – All copies are public record and may include texts or emails. Be careful and mindful when sending them.

A committee member asked if information can be shared with others, and the answer is YES. Brianna mentioned to the members that the District has a website, and the website can be shared with others to find more information. Superintendent, Roxane Fuentes, stated that the community was also updated regarding where and when this meeting was held, and where to find additional information.

- F. **Selection of Chairperson and Vice Chairperson of Committee:** It was noted that the committee was running out of time and in order to keep with one of the new norms that was added earlier (to end the meeting on time), this item will be brought back to the May 9<sup>th</sup> meeting.
- G. **Overview of School Sites:** Brianna shared with the committee that some classes may be provided at one school but not the other. Some schools have special programs. The enrollment data is provided to the state in October of each year. The State then releases the data in December. It was explained that the District contracts with a Demographer which provided the District with projections. The District also has records of previous projections.

Each school's capacity, current enrollment, number of classrooms and portables were reviewed. Brianna explained that portables can be removed from school grounds or moved to another school. At Noble and Ruskin Elementary Schools, there are several portables that are owned by the Berryessa Education Foundation (BEF) and those portables are leased to the District for one dollar (\$1.00). However, the portables have conditions as to what they can be used for.

Toyon Elementary School also has a Special Education Pre-K program and these students were not included with the District's Pre-K Student count.

A committee member requested the following be shared: How many classrooms for each school? How many students per classroom? How are classrooms used? Brianna explained that this information will be provided in at a subsequent meeting.

- H. **Presentation of Proposed Criteria/Scoring Methodology:** Brianna began the discussion with how the demographics and capacity criteria of each school will be reviewed. The criteria, while objective, the committee must agree upon the criteria. The committee will also have the opportunity to add .

Brianna explained how the ranking of schools will be scored and the following:

- Most is dual scoring (Y/N).
- She also explained what is an duplicated pupil
- Explained diverse population
- Permanent vs Portables – A school building vs portables
- Priority – if school A closes, can students go to school B
- If a school is near another district, and it closes, students might request to transfer to the other district
- Look at the distance of other schools
- Metrics for scoring will be the same for all schools

Committee member questions:

- Pre-School at Toyon – will it be added? Not for the evening’s presentation as the district is presenting the big picture. It will be presented at a subsequent meeting.
- For Criteria – can special programs like the Mandarin Classes be added?
- Has it been determined if one Elementary School and one Middle School be closed? No determination has been made
- What is the impact of district finances?
  - Budget Stabilization Committee has met for the past two years and one of the recommendations made to the board was to consider school consolidation and closure
  - Board accepted recommendations
  - Savings from reconfiguration has been built in the budget
  - Board approved \$2M savings based on consolidation beginning 2025-2026 and on going

Linette Hodson took a quick survey to see where the committee was regarding the criteria. Options were Okay, Not Sure, No. The majority were at okay.

Brianna reviewed the facilities criteria with the committee and explained how the committee should consider the differences of each school. Examples: what upgrades does each school have compared to one that is still in need of repair. The amount of funds invested in a school building compared to another school building.

Committee member suggested school dynamics and metrics data be provided regarding #12 on slide 35.

Linette took another quick survey to see where the committee was regarding the criteria. Options were Okay, Not Sure, No. All were at okay.

Brianna continued with Fiscal and Other Impacts criteria.

Committee members had the following questions:

- Would transportation be a criteria? Yes
- Would staff be a criteria? It was not looked at because the District is responsible for assigning staff depending on needs
- What will the weight be for different criteria? Y/N
- The cost to move staff from one school to the other considered? No
- For parents who walk to school, will the district provide transportation? The District will look at the impact on families

I. **Visitor/Public Comments:** There were no comments from the public.

J. **Next Steps:** Today’s meeting was an organizational meeting. There are seven (7) meetings left. The last meeting, meeting eight (8), is schedule if needed.

One item will be carried over to the next meeting. The committee will choose a Chair, and Vice-Chair who will be representing to the board. Volunteers will be solicited at the next meeting.

It was requested the meeting be changed to begin at 5:30 p.m. and end at 7:30 p.m. It was also requested that certain meeting dates be reconsidered. This will be discussed at a subsequent meeting.

K. **Adjournment:** Meeting adjourned at 8:08 p.m.