

**Regular Board Meeting Minutes  
Hollister School District  
November 16, 2021  
6:00PM**

**2690 Cienega Road  
Hollister, CA 95023**

**Via live Youtube stream at <https://boardmeeting.hesd.org>**

**Closed Session: 5:00 PM**

**Open Session: 6:00 PM**

**Closed Session: 8:30 PM**

1. Call Meeting to Order  
The meeting was called to order at 5:00 pm by President Jan Grist.
2. Roll Call  
Roll call was taken by President Grist. All five trustees were present.
3. Public Comments for Closed Session  
No public comment for closed session.
4. Convene to Closed Session  
Meeting convened to closed session.
5. Call Meeting Back to Order and Flag Salute  
Meeting was called back to order by President Grist. Superintendent Erika Sanchez led the flag salute.
6. Closed Session Announcements  
No announcements
7. Approve the Agenda  
Trustee Lisa Marks motioned to approve the agenda. Clerk Torres-DeLuna seconded the motion. 5-0
8. Public Comments  
Before public comments were read, Clerk Carla Torres-DeLuna read the parameters of public comment by community members, and the conditions and parameters when speaking to the Board. Clerk Torres DeLuna read a public comment from a community member who lives near Rancho San Justo School, who addressed the noise coming from people playing at the basketball courts at Rancho San Justo, and insisted that there should be a cut-off time for the public to use the basketball courts. Clerk Torres-DeLuna

read a comment from a Hollister School District teacher, who is also a parent, who expressed that the current COVID-19 protocol and safety measures are effective in the classroom and she is happy with the progress the district has made. She also expressed that she is confident that things will return to normal following the effective measures the district has made during the pandemic. Clerk Torres-DeLuna read a comment from a teacher who expressed frustration after potentially being exposed to COVID-19. The teacher expressed the extra workload that the teacher says comes when possible exposure happens. Clerk Torres-DeLuna read a comment from a current teacher who expressed her concern that public comments have run past the allotted three minute time. She asked that the Board ensure that the three-minute time limit be adhered to in future board meetings. Clerk Torres-DeLuna read a comment from a parent who thanked the Board and district for all the safety efforts made during the pandemic.

## 9. Reports

### 9.a. Report on Special Education Update

Special Education Director, Gwen Baquiran, presented a short video and report outlining the special education programs and services provided to students since the start of the school year, in comparison to the last two years before and during COVID-19.

Special Education Coordinator, Mai Cruz, described the co-teaching practices in Hollister School District. Coordinator Cruz described the co-teaching practices at Cerra Vista Elementary School, Ladd Lane Elementary School, Rancho San Justo Middle School, Rancho Santana School, and Maze Middle School. Coordinator Cruz explained that both general education and special education RSP teachers collaborate and work closely together. Special Education Coordinator, Julieann Trice, described the SOAR program and students' performance in the program since the start of the school year. Coordinator Trice explained what services are offered in SOAR. Special Education Coordinator, Jennifer Herges, described the life skills programs that are taught to students. President Grist, Trustee Elizabeth Martinez, and Clerk Torres-DeLuna expressed their appreciation for the work that the Special Education Department has done in the last two years, and thanked the team for their efforts.

### 9.b. Report on Enrollment Projections by Cooperative Strategies

Director of Maintenance and Facilities, Aaron Buzzetta, introduced Scott Leopold from Cooperative Strategies, who presented the demographer report presentation for enrollment projections. Mr. Leopold presented historical information and the methodology to complete his report. President Grist asked if census data was taken into consideration when Mr. Leopold gathered his report. Mr. Leopold said he would include that information in the data.

### 9.c. Report on Educator Effective Funds (EEF) 2021-2026

Superintendent Erika Sanchez described the need to utilize Educator Effective Funds for both certificated and classified trainings, which also included coaching, mentoring, and professional development of staff. Superintendent Sanchez updated the Board that the report would be finalized and presented next month.

10. Consent Items

10.a. Approval of Contract with Michael P. Bishop, Sr. + Associates, Inc.

10.b. Approval of Regular Board Meeting Minutes for October 26, 2021

10.c. Approval of Single Plans for Student Achievement (SPSA)

10.d. Approval of Personnel Report November 2021

10.e. Approval of Contracts under \$15,000 November 2021

10.f. Approval Board Warrants

Trustee Martinez motioned to approve consent items 10a through 10f. Trustee Cathy Toste seconded. Trustee Marks opposed. 4-1

11. Discussion/Action Items

11.a. Discussion of Board Responsibilities

President Grist explained the responsibilities of the Hollister School District Board of Trustees. President Grist expressed the role of the Board in mandates that come from the federal and state governments in regard to COVID-19.

11.b. Discussion of AB 361 and Executive Order N-15-21

Superintendent Sanchez explained the possible extension of the previous resolution adopted at the last board meeting. Superintendent Sanchez reminded the Board that they can continue to keep the meetings closed to the public, or reopen to the public in December. Trustee Martinez suggested that the Board allow reopening to a limited capacity of people, and require masks. Public comment would consist of calls, zoom video conference, or in-person comments. Clerk Torres-DeLuna asked why the Board would not be able to accept emails. Superintendent Sanchez explained under executive order, at the beginning of COVID, that this was the guidance that the district received from legal counsel that was allowed. Now that the district has been in a pandemic for over a year and a half, the district should switch to only Zoom video calls, in-person comments, or telephone comments so all people have the same amount of time to be heard. Jan insisted masks must be worn. Trustee Marks insisted that the Board keep the three-minute time limit for public comment.

Trustee Martinez motioned that the Board not approve the resolution, and that the Board reopen board meetings to the public. Trustee Marks seconded the motion. 5-0

11.c. Discussion and Approval of Request For Proposal (RFP) for E-Rate, 2022-2023 Funding Year

Director of Information Technology, Branden Johnson, described that the district receives an 80% discount on the telecommunications equipment in the district. The district will save money for upgrades with this proposal.

Clerk Torres-DeLuna motioned to approve the Request For Proposal (RFP) for E-Rate, 2022-2023 Funding Year. Trustee Martinez seconded the motion. 5-0

11.d. Discussion and Approval of First Reading of Updated Administrative Regulation 5145.71 Title IX Complaint Procedures

Assistant Superintendent, Kip Ward, presented the proposed changes of the first read of Administrative Regulation 5145.71 Title IX Complaint Procedures. Assistant Superintendent Ward explained this is proposed language from CSBA and legal counsel that establishes a process for investigating and resolving allegations of misconduct that meet the federal definition of sexual harassment. Assistant Superintendent Ward explained that this first read gives the Board a chance to review the changes for final approval at the next meeting. President Grist stated that she could not find the wording that states, when a child comes to an adult at school and says something happened to them, that school personnel call parents right away. President Grist emphasized the importance of parents being notified immediately when an incident happens at school. President Grist pointed out that the wording under “Corrected and Disciplinary Action” included this information, but she would prefer that parents are called immediately when a student comes forward to site administration, as to avoid any liability on the district’s part. Trustee Marks said the document referred to ‘both parties and their advisors’, and suggested that perhaps the language refers to both parents and legal guardians when it says ‘advisors’. President Grist suggested that the language should say instead ‘parent or legal guardian’. Trustee Martinez and Clerk Torres-DeLuna agreed. Superintendent Sanchez made note and said the document would be re-visited in the next board meeting.

#### 12. Board Member Report

Trustee Marks and President Grist met with County Superintendent, Krystal Lomanto, regarding Superintendent Lomanto’s offer to assist Hollister School District in any aspect that the district needed. President Grist reported that she attended an intergovernmental committee meeting.

#### 13. Future Agenda Items

Trustee Martinez asked for a running tally of previously requested items that have not been added to board meetings thus far. Clerk Torres-DeLuna said that requests involving our Facilities Department and the city were previously mentioned, along with the topic of capacity of the schools, and also the School-to-Prison Pipeline task force update had been brought up in previous meetings. Superintendent Sanchez said it was shared previously with the taskforce that the district would follow up in January. President Grist suggested that a date in January to discuss the task force should be set up now. Trustee Toste asked for a report on the capacity of the schools. Trustee Marks asked for enrollment reporting information to be revisited in early 2022 with regard to the ESSER III plan. Clerk Torres-DeLuna asked to look at the idea of potentially shifting AAA, or the charter school. President Grist asked for a map from the city, and also that the district collect the facts from the census in order to decide where to place portable classrooms, and suggested that the district begin planning for the next school year. Trustee Martinez asked for a special board meeting regarding the discussion of space and land to place portables for next school year. Trustee Martinez also asked for a joint board meeting with San Benito High School District’s Board of Trustees to collaborate and discuss ideas

regarding growth. President Grist asked for a discussion regarding the idea of parent ambassadors.

14. Announcements/Reminders

Clerk Torres-DeLuna acknowledged Indigenous People's Month, and explained that the surrounding area was Ohlone land. Clerk Torres-DeLuna explained that Indian Canyon is in the county and owned by the Sayers' family on Cienega Road. The Sayers' Family conducts cultural teachings of the area. Clerk Torres-DeLuna asked that the district be mindful and acknowledge the history of native and indigineous people. Trustee Martinez suggested that a board resolution be established to recognize culturally significant dates on a monthly basis, and to also continue to recognize students and staff at all sites.

15. Convene to Closed Session

Trustee Martinez motioned to convene to closed session. Clerk Torres-DeLuna seconded the motion. 5-0

16. Call Meeting Back to Order

Meeting was called back to order.

17. Closed Session Announcements

No closed session announcements.

18. Adjournment

Meeting was adjourned.