

DENAIR UNIFIED SCHOOL DISTRICT

3460 Lester Road • Denair, California 95316 • (209) 632-7514

REGULAR BOARD MEETING

DECEMBER 11, 2025

LEADERSHIP / BOARD ROOM

3460 LESTER ROAD, DENAIR, CA 95316

6:00 PM – CLOSED SESSION

7:00 PM – OPEN SESSION

AGENDA

In order to ensure that members of the public are provided a meaningful opportunity to address the Board on agenda items or non-agenda items may be addressed either at the public comment portion of the agenda or at the time the matter is considered by the Board. During the evening many of the Board members will be speaking on various subjects. It should be noted that each Board member expresses only his opinion and not the opinion of the entire Board. The Board shall limit the total time for each agenda item to 20 minutes. Individual speakers will be allowed 3 minutes to address the board. The Board requests any person wishing to speak fill out a blue card and give it to the Secretary or Board President prior to the meeting. The Board requests complaints or charges against an employee be held in Closed Session. Please note that Government Code Section 54954.2(a) limits the ability of Board Members to respond to public comments. More specifically, Board Members are limited, but not required, to give a brief response to public statements or questions regarding non-agenda items. This meeting is held in an area accessible to the disabled. In compliance with the American Disabilities Act, if you need special assistance to participate in meetings, call 632-7514, ext. 1202, 48-hours in advance of the meeting.

1.0 OPENING BUSINESS

1.1 Call Open Session to order

1.2 Determination of Quorum

☐ Ray Prock Jr.

☐ Billy Myers

☐ Andrea Bennett

☐ Jason De Muro

☐ Kathi Dunham-Filson

1.3 Governance Handbook Revisions Update

1.4 Public Comment on Closed Session Items

1.5 Convene to Closed Session

2.0 **CLOSED SESSION** (to commence in the District Office Conference Room)

2.1 **Public Employee appointment, employment, performance evaluation, discipline /dismissal / release**

2.2 **Negotiations: CSEA & DUTA**

- **Designated District Representatives: Dr. Terry Metzger and Mrs. Daisy Swearingen**

2.3 **Convene to Open Session**

3.0 **OPEN SESSION**

3.1 **Pledge of Allegiance – Dakota Shaw-Student Board Member**

3.2 **Action taken in closed session, if any:**

MOTION _____

AYES _____ NOES _____ ABSTAIN _____

Roll Call: ___ Mr. De Muro ___ Mrs. Bennett ___ Mrs. Dunham ___ Mr. Myers ___ Mr. Prock

3.3 **Approval of Agenda – December 11, 2025**

(Opportunity for the Board and administration to adjust the published agenda.)

MOTION _____

AYES _____ NOES _____ ABSTAIN _____

ROLL CALL: ___ Ms. Shaw ___ Mrs. Dunham ___ Mr. De Muro ___ Mrs. Bennett ___ Mr. Myers ___ Mr. Prock

4.0 **ANNUAL ORGANIZATION OF THE BOARD OF TRUSTEES**

Pursuant to Education Code 35143, the Governing Board of each school district shall hold an Annual Organizational Meeting. At the Annual Organizational Meeting, the Governing Board must swear in new members and elect a President and Clerk. The Governing Board appoints the Superintendent as Secretary to the Board, as per Board Bylaw 9122.

4.1 **Nomination of Board President**

NOMINATION _____

MOTION _____

AYES _____ NOES _____ ABSTAIN _____

ROLL CALL: ___ Ms. Shaw ___ Mrs. Dunham ___ Mr. De Muro ___ Mrs. Bennett ___ Mr. Myers ___ Mr. Prock

EXCHANGE OF GAVEL/ NEWLY ELECTED PRESIDENT CONTINUES MEETING.

4.2 Nomination of Board Clerk

NOMINATION _____

MOTION _____

AYES _____ NOES _____ ABSTAIN _____

ROLL CALL: ___ Ms. Shaw ___ Mr. Prock ___ Mrs. Dunham ___ Mr. De Muro ___ Mrs. Bennett ___ Mr. Myers

4.3 County Committee Member on School District Organization

NOMINATION _____

MOTION _____

AYES _____ NOES _____ ABSTAIN _____

ROLL CALL: ___ Ms. Shaw ___ Mr. Prock ___ Mrs. Dunham ___ Mr. De Muro ___ Mrs. Bennett ___ Mr. Myers

4.4 Trustee Participation on District Committees

While participation is not required, Trustees are welcome to participate on the following committees:

- District English Learner Advisory Committee (DELAC)
- District Advisory Committee (DAC), which focuses on LCAP topics
- Facilities Committee

In order to comply with the Brown Act, we will formalize Trustee participation as part of our reorganization meeting.

NOMINATION _____

MOTION _____

AYES _____ NOES _____ ABSTAIN _____

ROLL CALL: ___ Ms. Shaw ___ Mr. Prock ___ Mrs. Dunham ___ Mr. De Muro ___ Mrs. Bennett ___ Mr. Myers

4.5 Appoint Superintendent, Dr. Terry Metzger, as Secretary of the Board of Trustees

MOTION _____

AYES _____ NOES _____ ABSTAIN _____

ROLL CALL: ___ Ms. Shaw ___ Mr. Prock ___ Mrs. Dunham ___ Mr. De Muro ___ Mrs. Bennett ___ Mr. Myers

4.6 Day/Time of Monthly Regular and Special Board Meetings

Regular Meetings-Held the Second Thursday of the Month

January 8	May 14	September 10
February 12	June 4**	October 8
March 12	July (Dark)	November 12
April 16	August 13	December 10

Special Meetings-as needed 5:00 PM

January 22	July 23	December 17
April 13	August 27	
June 11	October 22	

**** First Thursday of the month**

MOTION _____

AYES _____ NOES _____ ABSTAIN _____

ROLL CALL: ___ Ms. Shaw ___ Mr. Prock ___ Mrs. Dunham ___ Mr. De Muro ___ Mrs. Bennett ___ Mr. Myers

4.7 Reaffirmation of Governance Handbook

Explanatory Statement: (Governance and Communication) ([Exhibit 079](#))

The trustees have been reviewing and updating the Governance Handbook at our meetings over the last few months. The updated Governance Handbook is now being presented for reaffirmation from the Board.

Recommended Action: The Superintendent recommends approval.

Referred to Board of Trustees by: Dr. Terry Metzger, Superintendent

MOTION _____

AYES _____ NOES _____ ABSTAIN _____

ROLL CALL: ___ Ms. Shaw ___ Mr. Prock ___ Mrs. Dunham ___ Mr. De Muro ___ Mrs. Bennett ___ Mr. Myers

4.8 Approval of Signatures of Board Members and Authorized Agents and Updated Bank Account Signers

Explanatory Statement: (Fiscal Services) ([Exhibit 080](#))

In accordance with Education Code sections 42632 and 42633, the District must maintain an updated list of individuals authorized to sign warrants, warrant orders, and payroll orders. Staff recommends updating this list to include the newly elected Board President, along with the Superintendent, Dr. Teresia (Terry) Chevalier-Metzger, and the Chief Business Official, Daisy Swearingen. Separately, the District also maintains authorized signers on its bank accounts. The current signers for the revolving account ending in #01301, the holding account ending in #29001, and the cafeteria account ending in #26601 are Dr. Metzger, Mrs. Swearingen, and Ray Prock Jr.. To reflect changes in District leadership, Mr. Prock will be removed as an account signer and the newly elected Board President will be added, with Dr. Metzger and Mrs. Swearingen remaining as signers on all three accounts.

MOTION _____

AYES _____ NOES _____ ABSTAIN _____

ROLL CALL: ___ Ms. Shaw ___ Mr. Prock ___ Mrs. Dunham ___ Mr. De Muro ___ Mrs. Bennett ___ Mr. Myers

5.0 RECOGNITION

5.1 Employees of the Month

- **Classified:** Maing Panerio, Campus Supervisor, Denair Charter Academy
Presented by: Jamie Pecot, Denair Charter Academy Principal
- **Certificated:** Renee Hall, Special Ed Teacher, Denair High School
Presented by: Breanne Aguiar, Director of Secondary Education, Denair High School Principal

5.2 Retiree Recognition

- **Bonnie Lundquist**

6.0 STAFF REPORTS

6.1 Mrs. Zenaida Moreno, ELOP & Special Programs Manager

6.2 Mrs. Crystal Sousa, Director of Elementary Education, Denair Elementary Charter Academy Principal

6.3 Mrs. Jamie Pecot, Denair Charter Academy Principal

6.4 Mrs. Gabriela Sarmiento, Denair Middle School Principal

6.5 Mrs. Breanne Aguiar, Director of Secondary Education, Denair High School Principal

7.0 PUBLIC COMMENT – Opportunity for citizens to address items not on the Agenda.

Persons wishing to address the Board on any school related issue not listed elsewhere on the agenda are invited to do so under the “Public Comments” item. Please note that Government Code Section 54954.2(a) limits the ability of Board Members to respond to public comments. More specifically, Board Members are limited, but not required, to give a brief response to public statements or questions regarding non-agenda items.

8.0 CONSENT ACTION – Consolidated Motion - The purpose of the Consent Agenda (Consolidated Motion) is to expedite action on routine agenda items. These items will be acted upon with one motion, second and approval of the Board, unless a member of the Board or public wishes to pull the item for individual discussion and action. All matters listed under Consent Agenda are those on which the Board has previously deliberated or can be classified as routine items of business. An administrative recommendation on each item is contained in the agenda supplements. ***There will be no separate discussion of these items prior to the time the Governing Board votes on the motion unless members of the Board, staff, or public request specific items to be discussed or pulled from the Consent items.*** If a member of the public wishes to speak to an item on the Consolidated Motion, please complete a Public Comment card and turn it in to the Superintendent’s Executive Assistant prior to the Board taking action.

MOTION _____

AYES _____ NOES _____ ABSTAIN _____

ROLL CALL: ___ Ms. Shaw ___ Mr. Prock ___ Mrs. Dunham ___ Mr. De Muro ___ Mrs. Bennett ___ Mr. Myers

8.1 Approval of Payroll- \$1,115,536.31 (November) ([Exhibit 081](#))

Explanatory Statement: (Fiscal Services)

At each of the regular Board Meetings, the Board ratifies the payroll for the previous month(s). We are requesting the Board’s ratification on the monthly payroll for the month of November 2025 in the amount of \$1,115,536.31

Recommended Action: The Superintendent recommends approval.

Referred to Board of Trustees by: Daisy Swearingen, Chief Business Official

8.2 Approval of Minutes from the following Board Meetings. ([Exhibit 082](#))

Explanatory Statement: (Governance and Communication)

November 13, 2025 – Regular Board Meeting

Minutes of the meetings noted above are attached for approval by the Governing Board.

Recommended Action: The Superintendent recommends approval of minutes as presented.

Referred to Board of Trustees by: Dr. Terry Metzger, Superintendent

8.3 Approval of Warrant List. ([Exhibit 083](#))

Explanatory Statement: (Fiscal Services)

Monthly lists of warrants paid November 1-30, 2025.

Recommended Action: The Superintendent recommends approval.

Referred to Board of Trustees by: Daisy Swearingen, Chief Business Official

8.4 Approval of Human Resources Report. ([Exhibit 084](#))

Explanatory Statement: (Human Resources and Staff Development)

The Human Resources Report reflects the status of human resource functions such as new positions, revised job descriptions, new hires, leave requests, resignations and/or terminations. Beginning October 2023 the HR report will include classified job description confirmation and/or revisions to ensure that salary ranges are accurate.

Recommended Action: The Superintendent recommends approval.

Referred to Board of Trustees by: Dr. Terry Metzger, Superintendent

8.5 Approval of the 2025-2026 Classified Salary Schedule to Include Minimum Wage Increase Effective January 1, 2026 ([Exhibit 085](#))

Explanatory Statement: (Fiscal Services)

Effective January 1, 2026, California minimum wage is increasing to \$16.90 per hour. The classified salary schedule has been updated to reflect the above increase.

Recommended Action: The Superintendent recommends approval.

Referred to Board of Trustees by: Daisy Swearingen, Chief Business Official

8.6 Approval of the Denair Unified School District 2025-26 School-Connected Organizations for Annual Authorization ([Exhibit 086](#))

Explanatory Statement: (Governance and Communication)

This is an annual request for authorization of school-connected organizations from the Board of Trustees. Annually and pursuant to Board Policy 1230, persons proposing or responsible for school connected organizations (Boosters) must obtain authorization from the Board of Trustees. Information for each group shall require, but not limited to, name and purpose; bylaws, names, addresses, phone numbers of all officers; specific objective; Board authorization to audit financials; name of bank associated with the organization; site Principal support and signature; agreement to provide liability insurance as required by law.

The following School-Connected Organizations completed all required documents:

- Denair Elementary Charter Academy Parent Club
- Denair FFA/Ag Boosters
- Denair Sports Boosters
- Denair Sober Grad

Recommended Action: The Superintendent recommends approval.

Referred to Board of Trustees by: Dr. Terry Metzger, Superintendent

8.7 Approval to Trade-in Obsolete Golf Carts ([Exhibit 087](#))

Explanatory Statement: (Fiscal Services)

Staff is recommending the approval to trade in the District's obsolete golf carts toward the purchase of a new golf cart from Woody's Golf & Industrial Vehicles of Denair. The trade-in value will be applied as a partial credit toward the cost of the new unit; additional funds may be required to cover the full purchase price. This action supports the efficient refresh of our equipment fleet, reduces maintenance costs associated with old units, and leverages a local vendor.

Recommended Action: The Superintendent recommends approval

Referred to Board of Trustees by: Daisy Swearingen, Chief Business Official

8.8 Approval of Updated Adult Meal Rates for the 2025-26 School Year ([Exhibit 088](#))

Explanatory Statement: (Fiscal Services)

Staff is recommending approval of the updated adult meal rates for the 2024-25 school year. The new rates will take effect January 1, 2026 and reflect an increase from the prior year in order to remain compliant with USDA and CDE adult meal pricing requirements, which mandate that adult meals be priced at the full cost of production and not subsidized by federal student meal reimbursements. The adjusted rates ensure that the District continues to meet federal guidelines and that the Food Services program remains fiscally balanced.

Recommended Action: The Superintendent recommends approval

Referred to Board of Trustees by: Daisy Swearingen, Chief Business Official

9.0 ITEMS REMOVED FROM CONSENT AGENDA

Items removed from the Consent Agenda will be addressed at this time.

10.0 DISCUSSION/PRESENTATION

10.1 California School Dashboard State Indicators [\(Exhibit 089\)](#)

Explanatory Statement: (Student Support Services)

The California School Dashboard is the state's accountability and continuous improvement platform. The district submits data to the state via the California Longitudinal Pupil Achievement Data System (CALPADS) and state reports are generated on different platforms. Dr. Metzger will present the data to assist the Governing Board and school and district administration in monitoring our progress toward our Local Control and Accountability Plan (LCAP) goals.

Presented by: Dr. Terry Metzger, Superintendent

11.0 DISCUSSION/PUBLIC COMMENT/ACTION

11.1 Approval to Proceed with the Special Education Local Plan Area (SELPA) Program Transfers in the 2027-28 School Year for the Following Special Education Services: 3-5 Extensive Support Needs

Explanatory Statement: (Student Support Services) [\(Exhibit 090\)](#)

Mrs. Amanda Silva will present a proposed program transfer (formerly known as "takeback") of Extensive Support Needs programming for students in Grades 3-5. The SELPA requires districts to submit future program transfers with a two-year timeline to plan and execute the transfer. Therefore, this process is expected to be completed in time for the beginning of the 2027-28 school year.

Recommended Action: The Superintendent recommends approval

Referred to Board of Trustees by: Amanda Silva, Director of Student Support Services

MOTION _____

AYES _____ NOES _____ ABSTAIN _____

ROLL CALL: ___ Ms. Shaw ___ Mr. Prock ___ Mrs. Dunham ___ Mr. De Muro ___ Mrs. Bennett ___ Mr. Myers

11.2 Approval of Contract with Valley Construction Services, Inc. ([Exhibit 091](#))

Explanatory Statement: (Fiscal Services)

Staff is recommending approval of the contract with Valley Construction Services, Inc. to provide construction management and project support services for the Denair Elementary Charter School - New Kitchen & HVAC at the Existing Gym Building “M” project, as well as additional Measure Z bond projects. During the bid and preconstruction phase, Valley Construction Services participated in District and architect coordination meetings, attended the mandatory job walk, and assisted in reviewing qualified contractors and bid submissions to ensure alignment with project requirements. Expanding their role into the construction phase and additional bond projects will support consistent oversight, project coordination, schedule tracking, and public works compliance across multiple capital initiatives. Approval of this contract will allow the District to retain Valley Construction Services, Inc. for construction-phase support on the DECA project and upcoming Measure Z bond projects. The Superintendent and staff recommend approval.

Recommended Action: The Superintendent recommends approval

Referred to Board of Trustees by: Daisy Swearingen, Chief Business Official

MOTION _____

AYES _____ NOES _____ ABSTAIN _____

ROLL CALL: ___Ms. Shaw___Mr. Prock___Mrs. Dunham___ Mr. De Muro ___ Mrs. Bennett ___ Mr. Myers

11.3 Award of Bid and Approval of Construction Agreement for The Denair Elementary Charter Academy School – New Kitchen & HVAC at the Existing Gym Building “M” Project ([Exhibit 092](#))

Explanatory Statement: (Fiscal Services)

Staff is recommending approval of the bid received for the Denair Elementary Charter Academy – New Kitchen & HVAC at the Existing Gym Building “M” project. The project was publicly advertised in accordance with Public Contract Code requirements, and the District worked closely with SKW & Associates and Valley Construction Services, Inc. throughout the bid period, including contractor prequalification, issuance of bid addenda, and facilitation of the mandatory job walk.

Bid proposals were due on December 3, 2025 at 2:00 PM and were publicly opened and reviewed for responsiveness and compliance with District specifications. Four (4) responsive bids were received, with Harris Builders, Inc. identified as the lowest responsive, responsible bidder. Prequalification was required, and attendance at the mandatory job walk was a condition of bid submission.

This project is funded through the Measure Z Bond Program, and the District is actively pursuing Proposition 2 modernization reimbursement for eligible project components. The recommended bid award aligns with the allowable uses of bond funds, and the pursuit of Prop 2 reimbursement is intended to offset bond expenditures and maximize the District’s available resources.

Upon approval, staff will issue the Notice of Award, finalize contract documents, and issue a Notice to Proceed. Construction is scheduled to begin January 1, 2026, with an anticipated completion date of July 31, 2026, to support operational readiness for the 2026-27 school year.

Approval of this bid will allow the District to proceed with contract execution and move the project into the construction phase.

Recommended Action: The Superintendent recommends approval.

Referred to Board of Trustees by: Daisy Swearingen, Chief Business Official

MOTION _____

AYES _____ NOES _____ ABSTAIN _____

ROLL CALL: ___ Ms. Shaw ___ Mr. Prock ___ Mrs. Dunham ___ Mr. De Muro ___ Mrs. Bennett ___ Mr. Myers

11.4 2025-26 First Interim Budget Report ([Exhibit 093](#))

Explanatory Statement: (Fiscal Services)

In accordance with Education Code Section 42130, the Governing Board is required to certify twice a year regarding the district's ability to meet its financial obligations for the remainder of the current fiscal year and two subsequent fiscal years. These certifications are known as Interim Reports. Interim Reports are based on criteria and standards adopted by the State Board of Education pursuant to Education Code Section 33127. The First Interim Report for 2025-26 shows the financial condition of the District as of October 31, 2025.

Recommended Action: The Superintendent recommends approval.

Referred to Board of Trustees by: Daisy Swearingen, Chief Business Official

MOTION _____

AYES _____ NOES _____ ABSTAIN _____

ROLL CALL: ___ Ms. Shaw ___ Mr. Prock ___ Mrs. Dunham ___ Mr. De Muro ___ Mrs. Bennett ___ Mr. Myers

11.5 Authorization to Declare Two District School Buses as Surplus and Approve their Sale

Explanatory Statement: (Fiscal Services) ([Exhibit 094](#))

The District has identified Bus 2 (1992 Blue Bird) and Bus 9 (2009 Blue Bird) as obsolete due to age, mechanical condition, and end-of-life status. These units are no longer reliable for student transportation and are being replaced. Per Education Code §17545, the Board must declare equipment as surplus before it can be sold. Once declared surplus, the District may sell the buses through public sale, auction, or other permitted method that ensures fair market value.

Recommended Action: The Superintendent recommends approval

Referred to Board of Trustees by: Daisy Swearingen, Chief Business Official

MOTION _____

AYES _____ NOES _____ ABSTAIN _____

ROLL CALL: ___ Ms. Shaw ___ Mr. Prock ___ Mrs. Dunham ___ Mr. De Muro ___ Mrs. Bennett ___ Mr. Myers

11.6 Approval to Purchase Two New School Buses ([Exhibit 095](#))

Explanatory Statement: (Fiscal Services)

To maintain a safe and reliable transportation fleet, the District needs to replace two obsolete buses. School bus purchases are exempt from formal competitive bidding under PCC §20111(e). Staff obtained multiple quotes for comparable 76-passenger diesel buses.

Recommended Action: The Superintendent recommends approval

Referred to Board of Trustees by: Daisy Swearingen, Chief Business Official and Mr. Mark Hodges, FCMOT Director

MOTION _____

AYES _____ NOES _____ ABSTAIN _____

ROLL CALL: ___ Ms. Shaw ___ Mr. Prock ___ Mrs. Dunham ___ Mr. De Muro ___ Mrs. Bennett ___ Mr. Myers

12.0 SUPERINTENDENT'S REPORT

12.1 Comments, correspondence, and legislative updates

- District Advisory Committee (DAC) meetings
- Board Member Compensation (AB 1390)

13.0 BOARD REPORTS

13.1 Board Members' Reports

14.0 ADJOURNMENT

Upcoming Meetings:

- January 8, 2026- Regular Board Meeting 6:00 PM Closed Session, 7:00 PM Open Session
- January 22, 2026- Board Study Session, 5:00 PM