

**GRAVENSTEIN UNION SCHOOL DISTRICT
REGULAR BOARD MEETING
MINUTES**

October 14, 2015

- I. **CALL TO ORDER** Pres. Horn called the meeting to order at 5:03 PM, Members Virji, Wickland, Clerk Beck present, Member Weaver absent.
- II. **PUBLIC INPUT ON ITEMS NOT ON THE AGENDA** No comments.
- III. **APPROVAL OF CONSENT AGENDA**
- A. **Approval of Agenda Order** Pres. Horn recommends that V.M be moved to the first item in business, Mem. Wickland seconded, 4-0 yes.
- B. **Approval of Minutes:
Regular Meeting Minutes 9-09-2015 and Special Meeting Minutes 9-15-2015** Pg. 1, bottom, last sentence, under transportation, change “subtract” to “subtracted.”
- C. **Vendor Warrants** Pg. 2, 5A, Measure M update should read “scratch on the counter top that the contractor is not taking responsibility for.” Remove the additional “the” from that paragraph.
- D. **Accept Resignations –
Shawna Hoxsie – Probationary 8
hour Instructional Aide and
Daycare Assistant effective
9/4/2015**
- E. **RESIG – Public Self-insurer’s
Annual Report 2014-15**
- F. **Donation from Sonoma State
Music Department for 6th Grade
band to attend a Solo Repertory
Class at Sonoma State. Tickets
and Bus \$625**
- G. **Williams Quarterly Report
June 30, 2015 – September 30,
2015** Pres. Horn moved to approve the consent agenda with the change in order and corrections to the minutes, Mem. Wickland seconded, 4-0 yes.
- IV. **REPORTS/CORRESPONDENCE**
- A. **Board Reports** No Board reports.
- B. **Superintendent Report**

- 1. 2015-16 enrollment** District enrollment is lower by one student than September with Gravenstein increasing by two students and Hillcrest decreasing by three students.
- 2. Transportation** Mike Rea sent a letter to JPA members with a historical timeline of the process the JPA has gone through with Santa Rosa City Schools in the evaluation of their joining the JPA. SRCS Board will vote tonight. The JPA has a special Board Meeting on Monday to consider it.
- A neighbor sent an email to Supt. LaMarre expressing dissatisfaction with traffic on Twig Avenue. Supt. LaMarre reports that the flow in and out of Gravenstein is fairly quick at this point, though this neighbor is mostly dissatisfied with the number of cars that are driving on the road.
- 3. Progress Reports/Report Cards/Parent Portals** Supt. LaMarre reported that progress reports and gradebooks are now being hosted in Schoolwise, for students in grades 4-8. There is a parent portal that allows parents and students to see grades and missing assignments on an ongoing basis.
- 4. Reserved Staff Parking at Gravenstein** Some of the staff at Gravenstein are having difficulty finding parking in the morning between 8:15-8:45. The lot is sometimes full by the time that they arrive. Supt. LaMarre is recommending that the gravel portion of the main parking lot be paved and reserved for staff parking.
- Supt. LaMarre reported that Gravenstein Elementary School was invited to apply for the California Gold Ribbon Schools award and she has sent in the intent to apply to the state.
- Supt. LaMarre reported that a neighbor has requested that the district hire goats to eradicate blackberries that grow between his and the district properties.
- C. Hillcrest Report** Principal David Fichera reported on athletics, Chromebooks, and a 6th grade band field trip to a Sonoma State music department concert.
- D. GSF and MPF Updates** Supt. LaMarre reported that GSF is contributing \$10,000 to school district projects. A salad bar at Hillcrest, and display boards at Gravenstein are two specific items listed.
- E. GUTA Report** GUTA President Allie Brown reported that the Schoolwise Gradebook has been well received at Gravenstein. Some GUTA members have stated that they are grateful for the increase in Early Release Days, and some Hillcrest staff have brought up the temperature at Hillcrest during some hot days.
- V. BUSINESS**
- M. (Moved up) Facility Use Appeal** Lynn Fleck appealed to the board to reconsider charging the

– Move Over Mozart

facilities use fee. She said the fee would prohibit Move Over Mozart from operating their group piano lesson program at Gravenstein.

Mem. Virji moved to make an exception to the fee schedule and reduce the fee from \$25/hour to \$15/hour for Move Over Mozart, with most if not all of the participants from the Gravenstein district, Mem. Wickland seconded; Virji/Wickland aye, Beck/Horn no. Motion failed on tie vote.

A. Measure M Bond Project Update

Supt. LaMarre reported that the general contractor will be working on completing the outstanding item on this Saturday, October 17.

B. Change Order #21 on Hillcrest Bond Project to relocate the sink faucet - \$488.80

Architect Doug Hilberman reported that AXIA will be reimbursing the District for this change order. The contractor built it to plan and the error was in the plan. AXIA will settle up with their sub-contractor.

Pres. Horn moved to approve, Mem. Beck seconded, 4-0 yes.

C. Change Order #22 on Hillcrest Bond Project to relocate media cabinet - \$1,834.21

Supt. LaMarre reported that the media cabinet was moved from the science room to the music room, at the request of the district.

Pres. Horn moved to accept, Virji seconded, 4-0 yes.

D. Change Order # 23 on Hillcrest Bond Project to Credit for Storm Drain and sewer piping not installed – (\$622.30)

Mem. Wickland moved to approve, Mem. Beck seconded, 4-0 yes.

E. Notice of Completion for Hillcrest Measure M Bond Project – Science and Music Room

Pres Horn moved to approve, subject to completion of the counter top installation and acceptance by the Superintendent, Mem. Wickland seconded, 4-0 yes.

F. Update on Gravenstein Elementary Modernization, Phase I

Doug Hilberman reported that the contractor for this project met all milestones. There is one item on the punchlist and they are meeting Friday to resolve it. The contractor is working on the Operations and Maintenance Manuals and Warranties. These items do not affect the Notice of Completion.

G. Notice of Completion for Gravenstein Elementary Modernization Project – Phase I, ReRoof, and Accessibility.

Pres. Horn moved to approve, subject to completion of the punch list items, minus the operations and maintenance manuals and warranties, Mem. Virji seconded, 4-0 yes.

H. Update on Gravenstein Elementary Modernization – Phase II – Contract Counterpoint Construction

The facilities sub-committee reviewed the accessible path to the baseball diamond at Gravenstein. They also reviewed plans to renovate the administrative offices and work spaces at

Services, Inc. in the amount of \$4,500.

Gravenstein. Doug Hilberman expects the entire package of construction documents to be submitted to DSA in December 2015.

Doug Hilberman recommends approving the contract based on past experience with the company and their knowledge of the Gravenstein campus.

Pres. Horn moved to approve the contract with an adjustment for potential change in scope if needed, Mem. Virji seconded, 4-0 yes.

I. Public Hearing – GUSD Textbook and Instructional Materials Sufficiency for the 2015-16 School Year

Pres. Horn opened the public hearing at 6:37 PM.

No comment.

Pres. Horn closed the hearing at 6:37 PM.

J. Approval of Resolution #151014-1 GUSD Textbook and Instructional Materials Sufficiency for the 2015-16 School Year

Clerk Beck moved to approve, Pres. Horn seconded, 4-0 yes.

K. Automatic External Defibrillators (AED's) at Gravenstein schools

Supt. LaMarre shared a quote from AED Authority for AEDs and their concierge service. Supt. LaMarre recommends that AEDs be kept on the Gravenstein MPR and Hillcrest Hall. The concierge service is an annual cost.

Pres. Horn moved to purchase the package outlined in the quote, with one AED and concierge service for each campus for a total price of \$4,662.60, Mem. Virji seconded, 4-0 yes.

L. Report Card Revisions Grades K-5 – Changes will be emailed out or handed out at the board meeting

Supt. LaMarre presented updated report cards. These updated report cards are standards-based and reflect the Common Core standards.

Mem. Wickland moved to approve the report card revisions for grades K-5, Mem. Virji seconded, 4-0 yes.

M. Purchase Chromebooks and classroom security panel for 2nd grade - \$44,000

The Board had questions about internet accessibility and security and heard from Administration about the systems currently in place. The Board requested that the most current technology be purchased at each opportunity.

Pres. Horn moved to purchase approximately 88 Chromebooks, 4 charging carts, and add 4 classrooms to the existing security system, authorizing expenditure up to \$50,000, Mem. Wickland seconded, 4-0 yes.

VI. Board Policies and Administrative Regulations

- a. BP 5141 and AR 5141 – Health Care and Emergencies**

Pres. Horn moved to table this to the November meeting, Clerk Beck seconded, 4-0 yes.

VII. FUTURE MEETING DATES AND AGENDA ITEMS

- **Next regular meeting date:
November 11, 2015
(Veteran’s Day – Will need to reschedule)**

- The next regular meeting will be November 4, 2015, rather than November 11.
- BP 5141 and AR 5141 – Health Care and Emergencies

VIII. PUBLIC COMMENT ON ITEMS IN CLOSED SESSION

No public input.

IX. ADJOURN TO CLOSED SESSION

Pres. Horn moved to adjourn to closed session at 7:42 PM, Mem. Wickland seconded, 4-0 yes.

- A. Conference with Labor Negotiator, District – Mrs. LaMarre, Name of Organization – Gravenstein Union Teachers Association**

- B. Potential Litigation – per GC54956.9 (b)(3)(c)--#SCV – 254499**

C. Public Employee:

- I. Hiring – 8 hour/day Probationary Classified Teacher’s Assistant and Daycare for 2015-16 – Evan Clinton**

Pres. Horn moved, Clrk. Beck seconded, 4-0 yes.

- II. Hiring – 8 hour/day Probationary Classified Teacher’s Assistant and Daycare for 2015-16 – Karen Howorth**

Pres. Horn moved, Clrk. Beck seconded, 4-0 yes.

- III. Hiring – Changing FTE from .51 FTE to .56 FTE Probationary Certificated Single Subject**

Pres. Horn moved, Clrk. Beck seconded, 4-0 yes.

Credential: Physical Education for 2015-16 – Matthew McDowell. Changing FTE from .49 FTE to .44 FTE Probationary Classified for 2015-16 – Matthew McDowell

IV. Hiring – Coaches – pending Coaches Certification and current CPR: Amy Schiff (8th grade boys' basketball)

Mem. Wickland moved, Clrk. Beck seconded, 4-0 yes.

D. Superintendent Evaluation

No Action.

X. RECONVENE TO OPEN SESSION

Pres. Horn moved to reconvene to Open Session at 8:45 PM, Clrk. Beck seconded, 4-0 yes.

a. Announce action taken in Closed

Hired: 8 hour/day Probationary Classified Teacher's Assistant and Daycare for 2015-16 – **Evan Clinton.**

Hired: 8 hour/day Probationary Classified Teacher's Assistant and Daycare for 2015-16 – **Karen Howorth.**

Changed: Matthew McDowell's FTE to .56 FTE Probationary Certificated Single Subject Credential: Physical Education and .44 FTE Probationary Classified for 2015-16.

Hired: 2015-16 Middle School Athletic Coach **Amy Schiff** for 8th grade Boys Basketball pending Coaches Certification and current CPR.

XI. ADJOURNMENT

Pres. Horn moved to adjourn at 8:45 PM, Mem. Wickland seconded, 4-0 yes.