

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

Wednesday, March 11, 2015

- I. **CALL TO ORDER** Pres. Horn called the meeting to order at 5:04 PM, Members, Wickland, Virji, and Clerk Beck present, Mem. Weaver absent.
- II. **PUBLIC INPUT ON ITEMS NOT ON THE AGENDA** No comment.
- III. **APPROVAL OF CONSENT AGENDA**
- A. **Approval of Agenda Order** Pres. Horn will recess after item D for a Special Board meeting for a Change Order that is not on the regular agenda.
- B. **Approval of Minutes: Regular Meeting Minutes 2-11-2015** Corrections to minutes: Item X. on last page, Horn moved to adjourn to Open Session at 8:10 PM, Wickland seconded, 5-0.
- C. **Vendor Warrants** Item XI. on last page, Horn moved to adjourn at 8:10 PM, Weaver seconded, 5-0.
- D. **Contract with Nancy Ricciardi for 2014-15 not to exceed \$5,100**
- E. **MOU with Sonoma County Office of Education for E-Rate Services for District Telephone Charges for Fiscal Year 2015-16, approx.. cost \$240.00**
- F. **Acknowledgement of resignation – Brenda Evans, 5.83 hour Instructional Assistant effective 3-11-15** Pres. Horn moved to approve the consent agenda, Mem. Wickland seconded, 4-0 yes.
- IV. **REPORTS/CORRESPONDENCE**
- A. **Board Reports** Mem. Beck attended the Hillcrest musical and went on the week long field trip to Marin Headlands with the 6th grade last week.
- Pres. Horn attended a legal seminar with Supt. LaMarre.
- B. **Superintendent Report** Supt. LaMarre reported that she attended the 6-8 ENRICH!

performance on 3/10/15 and was impressed with the performance.

- 1. March Enrollment 2014-15 and Enrollment for 2015-16**

Supt. LaMarre reported that enrollment for 2015-16 is very robust. The Gravenstein campus has hosted over 100 student shadows since the last board meeting, which represent prospective students.
- 2. Transportation**

Mike Rae submitted two different budgets for 2015-16; one with State funding and one without. Supt. LaMarre has requested that the JPA board discuss plans for a new building in their next meeting, because a subcommittee appears to have approved an architect and project manager for a building without approval from the JPA board.
- 3. GSF and MPF Updates**

GSF will soon be having officer elections. The MPF President has distributed the MOU with the district to the Foundation for a vote.
- 4. Technology Enhanced Learning**

The district has purchased 90-13.3 inch Chromebooks. The 5th grade teachers are working with them currently.
- 5. Hillcrest Open House**

Principal Fichera reported that we are planning on a Saturday Open House for interested new Hillcrest students. The date has been set for April 25th from 9:30-11am.

- C. Hillcrest Report**

Principal Fichera reported on extra-curricular activities, field trips, science fair and open house.
- D. GUTA Report**

Kasey Hillier reported on what GUTA will be requesting in negotiations with the district.

V. BUSINESS

- A. Hillcrest Addition - Measure M Bond Project Update**

Architect Doug Hilberman reported that the project is scheduled to be completed by April 7, 2015.
- B. DSA Inspector of Record Contract on Hillcrest Measure M Bond Project**

At this time, the Inspector of Record intends to complete the job for the amount of his original contract, even though the project timeline has extended beyond the original completion date.
- C. Ratify Change Order #6r2 on Hillcrest Bond Project – (\$10,663.51)**

This is a credit because of a reduction in scope of the handicapped drop-off portion of the Hillcrest project. Mem. Wickland moved to ratify, Pres. Horn seconded, 4-0 yes.

- D. Ratify Change Order #12r1 on Hillcrest Bond Project - \$2,438.00**
- This additional cost is due to the selection of a speckled tile, instead of a solid tile.
 Pres. Horn verified with the Architect that the total was correct.
 Pres. Horn moved to approve, Mem. Wickland seconded, 4-0 yes.
- ** Special Board Meeting ****
- Pres. Horn recessed the regular meeting at 5:37 PM, and called to order the special meeting.
- Pres. Horn called the regular meeting back to order at 5:41 PM.
- E. Gravenstein Elementary Modernization – Measure M Bond Project Budget and Update**
- Doug Hilberman presented that AXIA will soon be submitting plans to DSA for roofing on some of the wings at Gravenstein, and the redesign of access to a closet.
- F. Safety Plan 2015-16**
- The plan was reviewed with all staff during district meetings in August 2014.
- Mem. Wickland pointed out a reference to the STAR test on page 7 that needs to be modified to reflect current practice. Supt LaMarre said the plan would be updated with the current dates and that the expulsion numbers on page 8 would be updated from the SARCs which can be found online.
- It was suggested that the maps be updated to include new buildings and gas shut offs.
- Pres. Horn moved to approve the safety plan with corrections as noted and as will be noted, Wickland seconded, 4-0 yes.
- G. 2014-15 2nd Interim Financial Report and Budget Transfer #2**
- CBO Howatt presented the 2nd Interim Budget. Basic Aid Supplemental for current year has been booked as one time money. The county office has adjusted some special education funding. The ending balance currently shows a 1.58 million surplus, due mostly to the 1.51 million in Basic Aid Supplemental one-time money. The 2nd Interim shows that the District can meet its financial obligations in current year and two years out.
- Pres. Horn moved to approve the 2nd Interim and budget transfer # 2 with a Positive Certification, Clrk. Beck seconded, 4-0 yes.
- H. 2014-15 Consolidated Application for Funding Categorical Aid Programs, 2015 Winter Submission**
- Mem. Wickland moved to approve, Clrk. Beck seconded, 4-0 yes.
- I. Automated external defibrillators (AED) on school campuses**
- Supt. LaMarre and Pres. Horn reported that RESIG, and School and College Legal Services have given the impression that providing an AED at a school may create liability. Mem. Virji

explained the concept of immunity in regards to the statute on AEDs, and presented the idea that companies who sell AEDs also often provide a service to maintain the AED and ensure compliance for the immunity statute.

Pres. Horn moved to table this to the April meeting, and requested that Supt. LaMarre do more research on this, Mem. Virji seconded, 4-0 yes.

VI. Board Policies

A. BP/AR 1330 – Use of School Facilities, Application and Hold Harmless Agreement

Remove the words “Computer lab use” from the Performing Arts Theater rental line on the Facilities Use Application Form. Counsel advised Supt. LaMarre that the board can prohibit a particular group from using facilities for not complying with the policy. The new policy will include charging outside organizations for the direct costs of the use of GUSD facilities. The only organizations not to be charged are MPF and GSF. District staff spent time looking at the fee schedule. Based on that research, staff determined the fee schedule should remain as is.

Pres. Horn moved to approve BP 1330 as it has been amended and rescind the existing, Mem. Wickland seconded, 4-0 yes.

B. BP 4121– Temporary/Substitute Personnel – no existing policy

On page 3, cross out item #5. On page 4, cross out option 2, edit option 1 to read “temporary employees who are filling a position for another employee who is on leave, shall participate...” On page 5, Supt. LaMarre will inquire to schools legal about changing language in Option 1.

Pres. Horn moved to table BP 4121, Mem. Beck seconded, 4-0 yes.

C. AR 4161.1/4361.1 Personal Illness/Injury Leave – no existing policy

On pg. 2, remove number 4. On pg. 3, remove language about paychecks. On pg. 4, remove “if employee fails to notify the district... pays for sub.” Bottom of pg. 4, chose Option 1.

Pres. Horn moved to approve AR4161.1/4361.1 as it has been amended, Mem. Beck seconded, 4-0 yes.

D. AR 4261.1 Personal Illness/Injury Leave

On pg. 2, item 4, delete words after the comma. Pg. 3, paragraph 7 and 8, in the middle, take out optional paragraph. The next optional paragraph remains. On pg. 4, first paragraph, remove last sentence. Chose Option 1 on pg. 4, remove Option 2 on pg. 5. On pg. 8, option 1 is removed, select option 2.

Mem. Horn moved to table this to the April meeting Mem. Wickland seconded, 4-0 yes.

E. AR 4161.2/4261.2/4361.2 Personal Leaves

On pg. 1, add “Classified” to the start of the third paragraph and change guidelines for certificated employees to “shall be specified per the collective bargaining agreement (CBA).” On pg. 3, in the

acceptable reasons for personal necessity leave, remove 5 and 6. On pg. 7, “any employee is parent/guardian having custody...” “in lieu of taking unpaid leave..” add “40 hours per year, without pay, up to 8 hours per month.”

Pres. Horn moved to table AR 4161.2/4261.2/4361.2 to the April meeting, Mem. Wickland seconded, 4-0 yes.

VII. FUTURE MEETING DATES AND AGENDA ITEMS

- Next meeting date:
Special Meeting: March 18, 2015
Regular Meeting: April 8, 2015
- Tabled items from this meeting

Items for the April 8, 2015 meeting:

- AED follow-up and discussion
- BP 4121
- BP 4161.1/4261.1/4361.1
- AR 4161.2/4261.2/4361.2

VIII. PUBLIC COMMENT ON ITEMS IN CLOSED SESSION

There was no public comment.

IX. ADJOURN TO CLOSED SESSION

Pres. Horn moved to adjourn to closed session at 8:01 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) Case Number: SCV-254499

C. Public Employee

I. Hiring of Probationary Instructional Assistant – 5 hr. 15 min. – Korver, Sylvia

Pres. Horn moved to hire **Korver, Sylvia**, 5.25 hour/day Probationary Classified Instructional Assistant, Clerk Beck seconded, 4-0 yes.

II. Hiring of Probationary Instructional Assistant – 5 hr. 30 min. – Kinman, Elizabeth

Pres. Horn moved to hire **Kinman, Elizabeth**, 5.5 hour/day Probationary Classified Instructional/Daycare Assistant, Mem. Wickland seconded, 4-0 yes.

D. Superintendent Evaluation

X. **RECONVENE TO OPEN SESSION**

A. Announce action taken in Closed

Pres. Horn moved to adjourn to Open Session at 8:52 PM, Mem. Virji seconded, 4-0 yes.

Hired employees as listed above.

XI. **ADJOURNMENT**

Pres. Horn moved to adjourn at 8:52 PM, Mem. Virji seconded, 4-0 yes.