

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

February 10, 2016

- I. CALL TO ORDER** Pres. Horn called the meeting to order at 5:02 PM. Members Weaver, Virji, and Pres. Horn present, Mem. Wickland and Clerk Beck absent.
- II. PUBLIC INPUT ON ITEMS NOT ON THE AGENDA** No input.
- III. APPROVAL OF CONSENT AGENDA**
- A. Approval of Agenda Order** On the January 13 minutes, in the call to order, change "Pres. Beck" to "Pres. Horn."
- B. Approval of Minutes: Regular Meeting Minutes 1-16-2016, Special Board Meeting Minutes 1-21-2016, 1-26-2016, 2-3-2016** Also on January 13, "The board has opted to do continue" should not include the word "do."
- C. Vendor Warrants** Mem. Weaver moved to approve. Pres. Horn seconded, 4-0 yes.  
Clerk Beck arrived at 5:04 PM
- IV. REPORTS/CORRESPONDENCE**
- A. Board Reports** Clrk. Beck attended the Sonoma County Honor Band performance that featured 10 Hillcrest students.
- Mem. Virji attended the 6<sup>th</sup> grade ENRICH! drama performance and said that he was impressed that all of the students performed from memory.
- Member Wickland arrived at 5:07 PM.
- Pres. Horn shared that there is a proposed marijuana growing facility and dispensary in the district that is 1,800 feet from Gravenstein. They do not currently have permits.
- B. Superintendent Report**
- 1. February Enrollment 2015-16**
- 2. Enrollment for 2016-17** Shadowing is currently occurring for kindergarten ENRICH!. There will be an additional 4/5 combination class in 2016-17, so total district enrollment should slightly increase from this year.

- 3. **Transportation** No update. The interim director who will be shadowing Mike for one year will be starting on February 29, 2016.
  - 4. **GSF and MPF Updates** Supt. LaMarre introduced Erin Hanauer, an MPF board member, who is in the audience. Both parent groups will participate in the superintendent search community interviews on February 25-26, 2016.
  - 5. **Gravenstein Kindergarten Open House** The event was successful and well attended. Transitional kindergarten currently has 17 enrolled for 2016-17, with a max of 21.
  - 6. **Hillcrest Open House** The event is on Saturday, February 20, 10:00-11:30 AM.
  - 7. **Display Boards at Gravenstein** Each grade level has their own display board in the front of the school filled with art and writing samples.
  - 8. **Spelling Bee** At the regional spelling bees, a Gravenstein student was second place and a Hillcrest 6<sup>th</sup> grade student was fourth place. Both students will be progressing to the county spelling bee.
- C. **Hillcrest Report** Principal David Fichera reported on field trips, athletics, NAEP assessment, an upcoming open house event, and drama.
  - D. **GUTA Report** GUTA President Allie Brown reported that the Gravenstein staff now has designated parking spaces, which are appreciated. A large group of teachers attended a Google Summit in January 2016. Another one is coming up in April in Sonoma County. Gravenstein was featured as a "Hometown Hero," for the donations made to the victims of the Valley Fire.

V. **BUSINESS**

- A. **Measure M Bond Project – Gravenstein Elementary Phase II Update** There will be a meeting on Friday, February 12 at 1:30 PM to discuss this phase of the modernization. Supt. LaMarre reported that the district office will need to be moved into modular buildings while the admin buildings are being remodeled. The shade structure that supposed to be included in Phase II was left out of the plans but will be added. The plans are currently awaiting approval from DSA.
- B. **Educator Effectiveness Plans For Gravenstein District,** Mem. Wickland moved to approve the plans, Mem. Virji

**Gravenstein Charter and Hillcrest Charter**

seconded, 5-0 yes.

**C. Contract for tri-annual GASB 45 OPEB Actuarial Report for \$1,500 through CSBA**

Mem. Weaver moved to approve, Mem. Virji seconded, 5-0 yes.

**D. 2016 CSBA Delegate Assembly Election**

Mem. Weaver suggested Kristof. Pres. Horn moved to cast ballot for Ron Kristoff, Mem. Weaver seconded, 5-0 yes.

**E. 2016-17 MOU with SCOE for E-Rate Services for District Telephone Charges – approx. \$250.00**

Mem. Wickland moved to approve, Mem. Beck seconded, 5-0 yes.

**F. 2016-17 Safety Plan Review and Update**

Supt. LaMarre reviewed the changes from the previous Safety Plan:

On pg. 10, language was added to indicate that all staff was given paid work time for mandated reporter training.

On pg. 12, funds spent on alarms and locks are outlined.

On pg. 92, the updates to the handbook were included.

On pg. 101, the Hillcrest map was updated to include the new buildings.

Pres. Horn pointed out inconsistent language regarding “duck, cover and hold.” The Board asked that the site maps be updated to include all the restrooms on both campuses and the electric, gas and water shutoffs at Hillcrest.

Pres. Horn moved to approve, Mem. Wickland seconded, 5-0.

**G. March Board Meeting Date Change**

Pres. Horn moved to change the regular March meeting to March 7, 2016 at 5 PM, Mem. Weaver seconded, 5-0 yes.

**H. Superintendent Search Update**

Supt. LaMarre shared the schedule/calendar for stakeholder interviews with the search firm. She also shared that the advertisements for the position are running in EdCal and posted on Edjoin.

**VI. Board Policies and Administrative Regulations**

**A. BP 5131.2 Bullying**

On Pg. 4 it says “staff shall receive related professional development...” Mem. Weaver inquired about whether or not this is happening. Supt. LaMarre responded that the Second Step program included a professional development component.

Mem. Beck suggested that the language be updated to “professional development materials.”

On pg. 5 change “one business day” to “two,” when notifying the principal of observed bullying.

Pres. Horn moved to adopt with discussed edits, Mem. Weaver seconded, 5-0 yes.

**VII. FUTURE MEETING DATES AND AGENDA ITEMS**

- Next regular meeting date: March 7, 2016
- 2<sup>nd</sup> Interim Financial Report and Budget Transfer #2
- Memorandum of Understanding (MOU) with MPF for 2016-17
- Update on Gravenstein Elementary Modernization Phase II – scope, budget and timeline

**VIII. PUBLIC COMMENT ON ITEMS IN CLOSED SESSION**

No Public Input.

**IX. ADJOURN TO CLOSED SESSION**

Pres. Horn move to adjourn to closed session at 6:20 PM, Mem. Wickland seconded, 5-0 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)**

**C. Public Employee:**

**I. Request for a temporary part-time (.57 FTE) contract for 2016-17 -- Jex-Lewis, Jacqueline**

Pres. Horn moved, Mem. Virji seconded. 5-0 yes.

**II. Hiring – Changing hours from 5.5 hours per day to 5.58 hours per day**

Mem. Weaver moved, Mem. Wickland seconded. 5-0 yes.

**Probationary Classified  
Instructional Assistant  
for 2015-16 effective  
1/26/2016 – Jennifer  
Poncey**

**D. Superintendent Evaluation**

No Action.

Board Member Virji left at 6:52 PM.

**X. RECONVENE TO OPEN  
SESSION**

Pres. Horn moved to reconvene to Open Session at 6:58 PM, Mem. Wickland seconded, 4-0 yes.

**A. Announce action taken in  
Closed**

**Approved:** Request for Temporary part-time (.57 FTE) contract for 2016-17 for **Jex-Lewis, Jacqueline**.

**Hired: 5.5** hour/day Probationary Classified Teacher's Assistant for 2015-16 – **Jennifer Poncey**. This is a correction of hours from the previous month.

**XI. ADJOURNMENT**

Pres. Horn moved to adjourn at 6:58 PM, Mem. Weaver seconded, 4-0 yes.