

GRAVENSTEIN UNION SCHOOL DISTRICT
3840 TWIG AVENUE
SEBASTOPOL, CA 95472

REGULAR GOVERNING BOARD
MEETING AGENDA

Wednesday, November 9, 2016
5:00 P.M.
Gravenstein School, Rm. 13

I. CALL TO ORDER

Jim Horn, President
Desiree Beck, Clerk
Gregory Appling
Jeff Weaver
Sandra Wickland

II. PUBLIC COMMENTS

At this time the public may address the Board on any item not listed on the agenda. Presentations are limited to three minutes per person per topic. The board may not respond to presentations. The public may address the Board on any item listed on the agenda at the time the matter is taken up by the Board.

III. REPORTS, AND ORAL COMMUNICATIONS

A. Gravenstein Union Teachers' Association

B. School Site Council

C. GSF/MPF

D. Trustee Reports

E. Hillcrest Principal Report

F. Principal/Supt. Report

- 1.2016-17 Enrollment
- 2.Transportation JPA Update
- 3.Charter School Renewal Update
- 4.Traffic Committee Update
- 5.Board Email Update
- 6.Music/Band Update

IV. CONSENT AGENDA

ACTION ITEM

A. Minutes of Regular Meeting, October 12, 2016

B. Warrants/Payroll

C. Budget Transfers and Updates

D. Correspondence

- 1.Letter from Judy Thomson, SCOE's Director of Fiscal Services, indicating that GUSD's 16-17 budget plan is approved
- 2.Letter from CHP regarding traffic safety reports made by Superintendent Schwinn

E. Resignations & Retirements

1. Resignation of Tonia Sedita, effective October 31, 2016.
2. Retirement of Tonia Sedita, effective Nov 1, 2016
3. Resignation of Catrina Howatt, effective October 17, 2016.
4. Retirement of Catrina Howatt, effective October 18, 2016.

F. Donations

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1. Thank you to the John Jordan Foundation for the donation of \$600 to George Satiris and Kate Crandall
2. Thank you to Thuy Machica for the regular donations of delicious treats for staff
3. Thank you to James J. O’Hara, for the large donation of acrylic paints, foam art stamps, and assorted math and ELA curriculum

Action taken/comments:

Motion _____ Second _____ Vote _____

V. BUSINESS

A. Update on Gravenstein Modernization, Phase II

The Board will receive a report from AXIA Architects on the Gravenstein Modernization, Phase II project.

Action taken/comments:

Motion _____ Second _____ Vote _____

B. Approve AXIA Architects Contract for Gravenstein Modernization, Phase III, and Shade Structure Design

The Board will be asked to approve a contract with AXIA Architects for Gravenstein Modernization, Phase III for \$78,640 and for the Gravenstein Shade Structures for \$12,000.

Action taken/comments:

Motion _____ Second _____ Vote _____

C. Approve Resolution 20161109-1 Regarding Application to the State Allocation Board for School Construction Funds

The Board will be asked to approve a resolution to seek school construction funds from the State Allocation Board.

Action taken/comments:

Motion _____ Second _____ Vote _____

D. Approve Resolution 20161109-2 Regarding Designation of District Representative for the State School Facilities Program

The Board will be asked to approve a resolution designating Superintendent Jennifer Schwinn as the authorized representative of the Gravenstein Union School District.

Action taken/comments:

Motion _____ Second _____ Vote _____

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E. Approval of Contract with Counterpoint Construction Services, Inc. for Construction Management Services

The Board will be asked to ratify a contract with Counterpoint Construction Services for Construction Management Services for Gravenstein Modernization Phase II project, not to exceed \$5,000 per month.

Action taken/comments:

Motion _____ Second _____ Vote _____

F. Consider Staffing of Gravenstein School and District

The Board will receive and update on the hiring of staff to replace recently retired employees. The Board will discuss the staffing of the Gravenstein School and District Offices. The Board will provide direction regarding additional staff that may be needed to adequately provide for needs of an increased number of students, staff and parents, etc. and ensure manageable employee workloads.

Action taken/comments:

Motion _____ Second _____ Vote _____

G. Approval of Salary Schedule for Business Manager Position

The Board will be asked to approve a salary schedule for the Business Manager position.

Action taken/comments:

Motion _____ Second _____ Vote _____

H. MOU w/ SCOE for E-Rate Services

The Board will be asked to approve the MOU with SCOE to receive discounted telephone and internet services.

Action taken/comments:

Motion _____ Second _____ Vote _____

I. Approve MOU w/ SCOE for Temporary Business Services

The Board will be asked to approve an MOU with SCOE for temporary business services, such as completing the Food Program Audit and the First Interim budget report.

Action taken/comments:

Motion _____ Second _____ Vote _____

J. Approval of Salary Schedule for Superintendent Position

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The Board will be asked to approve a salary schedule for the District Superintendent position.

Action taken/comments:

Motion _____ Second _____ Vote _____

K. Approval of Pear Deck Pupil Assessment Software

The Board will be asked to approve a one-year District-wide license for pupil assessment software for \$1,000.

Action taken/comments:

Motion _____ Second _____ Vote _____

VI. GENERAL

A. Approve BB 9270—Conflict of Interest

The Board will be asked to review and approve an updated Conflict of Interest policy, to include BB 9270 and E 9270.

Action taken/comments:

Motion _____ Second _____ Vote _____

B. Approve Resolution 20161109-3—Conflict of Interest

The Board will be asked to approve a resolution to adopt the revised Conflict of Interest policy.

Action taken/comments:

Motion _____ Second _____ Vote _____

C. Consider Providing CPR Training for All Employees

The Board will be asked to consider providing CPR training for all employees. All employees who may be in a situation that requires administering an Epi Pen (e.g. a teacher on a field trip, yard supervisors, and office staff) are required to have CPR training. We have also recently installed AED devices, and we would benefit from staff trained in its use. Therefore, the Board may determine to provide CPR training for all interested and available staff at a cost of \$30 each.

Action taken/comments:

Motion _____ Second _____ Vote _____

D. Approve Policy on Epi Pen Use

The Board will approve a policy on the use of Epi Pens.

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Action taken/comments:

Motion _____ Second _____ Vote _____

E. Approve Policy on Toilet Training for TK and KG Students

The Board will be asked to approve a policy on toilet training guidelines for TK and KG students.

Action taken/comments:

Motion _____ Second _____ Vote _____

F. Approve CALPERS Waiver for the Employment of Cheryl DeMarta

The Board will be asked to approve a waiver for the employment of Cheryl DeMarta as temporary secretary at Hillcrest Middle School.

Action taken/comments:

Motion _____ Second _____ Vote _____

G. Consider Nominations for CSBA Delegate Assembly

The Board will be asked to consider nominations for the CSBA Delegate Assembly.

Action taken/comments:

Motion _____ Second _____ Vote _____

VII. PUBLIC COMMENT ON ITEMS IN CLOSED SESSION

VIII. CLOSED SESSION

A. With respect to every item of business to be discussed in closed session pursuant to Section 54957.6:

1) Conference with Labor Negotiator

District Negotiator: Jennifer Schwinn, Superintendent
Represented Employees: Gravenstein Union Teachers Assoc.

2) Hiring of Wanda Holden as Chief Business Official (CBO)
-Full-Time Exempt Classified Position

3) Existing Litigation per GC 54956.9(d)—Case #SCV258468

4) Potential Litigation per GC 54956.9(d)

IX. OPEN SESSION

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A. Any reportable action taken during closed session shall be reported when the Board comes back into open session.

Motion _____ Second _____ Vote _____

X. FUTURE BOARD MEETINGS:

Next Regular Board Meeting: **December 14, 2016—5 p.m.**

Approval of First Interim Budget Report

XI. ADJOURNMENT

Motion _____ Second _____ Vote _____

ADA Compliance: In compliance with Government Code 54954.2(a), the Gravenstein Union School District, will, on request, make this agenda available in appropriate alternative formats to persons with a disability, as required by Section 202 of the American with Disabilities Act of 1990 (42 U.S.C. 12132) and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability-related modification or accommodation in order to participate in the meeting should contact Jennifer Schwinn, District Superintendent, Gravenstein Union School District, 3840 Twig Ave., Sebastopol, CA 95472. Telephone (707) 823-7008.