

GRAVENSTEIN UNION SCHOOL DISTRICT
3840 TWIG AVENUE
SEBASTOPOL, CA 95472

REGULAR GOVERNING BOARD
MEETING AGENDA

Wednesday, December 14, 2016
5:00 P.M.
Gravenstein School, Rm. 13

I. CALL TO ORDER

Jim Horn, President
Desiree Beck, Clerk
Steven Schwartz
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. ANNUAL REORGANIZATION MEETING

- A. Swearing in of new trustee—Steve Schwartz
- B. The Board will elect trustees to fill the following positions:
- Board President
 - District Clerk
 - Voting Representative on the Sonoma County Committee on School District Organization (see information below)
 - Alternate Representative, Sonoma County Committee on School District Organization

Each school board in Sonoma County appoints one representative, who, in turn, serves on a countywide committee whose sole purpose is the appointment of persons to fill vacancies on the Sonoma County Committee on School District organization. The purpose of the Sonoma County Committee on School District Organization is to develop master plans (geographic) for school district organizations in the county and approve or disapprove any proposed changes in the master plan or changes in land area between any two districts.

- C. The Board will also determine the date of monthly Board Meetings through December 2017. Currently, meetings are held the 2nd Wednesday of every month.

IV. 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

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1. Update on Systems Coherence Leadership Project: GUSD's Dual Programs
2. 2016-17 Enrollment
3. Transportation JPA Update
4. Charter School Renewal Update
5. Traffic Committee Update
6. Update on modernization funding with Jack Schreder & Associates

V. **CONSENT AGENDA**

ACTION ITEM

A. Corrected Minutes from Regular Meeting, Oct 12, 2016

Minutes of Special & Regular Meeting, November 9, 2016

Minutes of Special Meeting, November 14, 2016

B. Warrants/Payroll

C. Budget Updates and Transfers

D. Correspondence/Publications

- a. Letter from Superintendent Schwinn to Judy Thomson, Director SCOE Fiscal Services, requesting an extension on the 2015-16 audited actuals, allowing necessary time for the new Business staff to provide backup documents to the auditor to complete the audit.
- b. Memo from School and College Legal Update: "Recent Developments in California Law – Nov 2016"
- c. SCOE: "Overview of the State School Facility Program, Facilities Utilization Master plan"
- d. Letter from Robert Compton, Program Analyst, Nutrition Services Division
Re: GUSD's meal payments being placed on hold until GUSD demonstrates compliance with the program requirements. (GUSD has contracted with SCOE's Sarah Lampenfeld to complete the Food Program audit requirements.)

E. Donations

1. Thank you to Rotary Club of Sebastopol for the donation in the form of teacher mini-grants. Congratulations to the following teachers:
 - a. Debbie Candau \$250 for 6 android tablets for grade 1
 - b. Shannon DeBolt \$500 for Team Spots, Velcro catch sets, run set for PE.
 - c. Kassidy Fisher \$240.16 for high interest for books for the special ed classroom.

VI. **BUSINESS**

A. Approve Lease to own Contract with Ray Morgan to provide copiers for GUSD

The Board will be asked to approve a 5-year lease-to-own contract with Ray Morgan to provide new copiers for the District – 2 copiers at the elementary campus, and 2 copiers at the middle school.

The current copiers are very old, have limited functions, and need service frequently. The District has been using the current copiers on a month-to-month basis, as the previous lease with a different vendor expired over a year and a half ago. The proposed copiers would provide a significant upgrade in technology at a significant annual savings of approximately \$5,000/yr, compared to last year's copier cost with the current provider the District is using.

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B. 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 _____

C. Approve Change Orders, Phase II

The Board will be asked to approve the following change orders:

1. COR #41, amount \$16,921.60
2. COR #42, amount \$1,442.79
3. COR #43, amount \$19,885.83
4. COR #44, amount \$4,050.52
5. COR #45, amount \$9,156.14
6. COR #46, amount decreased (\$620.16)
7. COR #47, amount \$10,074.66
8. COR #48, amount \$19,528.92
9. COR #49, amount TBA

Action taken/comments:

Motion _____ Second _____ Vote _____

D. FIRST ITERIM REPORT FOR 2016-17 SCHOOL YR

The Board will receive information regarding the financial status of the District as of October 31, 2016 (the first interim period). The Board will be asked give a positive certification, meaning that the District is able to meet its financial obligations this year and for two subsequent years.

Action taken/comments:

Motion _____ Second _____ Vote _____

E. Approve Contract with SCOE for Co-op Services to Complete Con Ap

The Board will be asked to approve a contract with SCOE's Co-op, to complete and submit the District's Consolidated Application.

Action taken/comments:

Motion _____ Second _____ Vote _____

F. Approve Resolution -161214-2 Appointing GUSD Representatives to RESIG JPA

The Board will be asked to approve a resolution to update the District's representatives to the RESIG JPA, as needed, now that we have a new CBO.

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Action taken/comments:

Motion _____ Second _____ Vote _____

G. Approve Resolution -161214-3 Fund 25-Accounting of Developer Fees

The Board will be asked to approve a required resolution to account for the District's use of Fund 25 – Developer Fees.

Action taken/comments:

Motion _____ Second _____ Vote _____

H. Approve Resolution 161214-1 Updating Signing Authority w/ B of A

The Board will be asked to approve a resolution updating the signing authority with Bank of America, allowing our new Business office staff to sign checks, and conduct other business on behalf of the Gravenstein Union School District.

Action taken/comments:

Motion _____ Second _____ Vote _____

I. Approval of change of pay rate – Daycare Asst. Director

The Board will be asked to approve a wage increase from \$13.77 to \$15.18, for Jen Poncey, in compensation for her new responsibilities as Asst. Daycare Director. This increase would be funded from the daycare enterprise fund, at an additional expense to the 2016-17 budget of \$ 830.91.

Action taken/comments:

Motion _____ Second _____ Vote _____

J. Ratify Hire of Additional Teaching Assistant & Daycare Aide

The Board will be asked to ratify the hiring of an additional Teaching Assistant and Daycare Aide than was previously budgeted for this year. The hire was needed to replace a teaching assistant and daycare aide who went on leave for the next 12 weeks. Ben Sloan began work on Nov 28, 2016. Therefore, the Board is asked to ratify Mr. Sloan's employment with the District to that date, at a rate of \$14.11. This additional position would be retained after the leave is ended, as we have a need for more staff for supervision and staff in the daycare program. This position would be funded from the general fund and the daycare enterprise fund, at an additional expense to the 2016-17 budget of \$ 22,884.53.

Action taken/comments:

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Motion _____ Second _____ Vote _____

K. Approval of Updated Classified Salary Schedule

The Board will be asked to approve an update to the classified salary schedule, which is needed because it has lower wages that on Jan 1, 2017 will no longer be allowable.

Action taken/comments:

Motion _____ Second _____ Vote _____

VII. GENERAL

A. Approve BP & AR 6164.6— 504 Plan Board Policy & Administrative Regulations

The Board will be asked to review and approve policy guiding the District use of 504 Plans.

Action taken/comments:

Motion _____ Second _____ Vote _____

B. REVIEW AND ACCEPT THE FACILITY INSPECTION TOOL

Supt. Schwinn will review the Facility Inspection Report completed by Brian Sposato, Head Maintenance. Supt. Schwinn will discuss the results of the inspection.

Action taken/comments:

Motion _____ Second _____ Vote _____

VIII. PUBLIC COMMENT ON ITEMS IN CLOSED SESSION

IX. 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 Ben Sloan as Teaching Assistant & Daycare Aide
-Full-Time classified position**

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

4) **Potential Litigation per GC 54956.9(d) – Inquiry OCR**

X. OPEN SESSION

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

XI. FUTURE BOARD MEETINGS:

Next Regular Board Meeting: **Jan 11, 2017—5 p.m.**

XII. ADJOURNMENT

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.