

GRAVENSTEIN UNION SCHOOL DISTRICT  
3840 TWIG AVENUE  
SEBASTOPOL, CA 95472

III B

**MINUTES: REGULAR GOVERNING BOARD**  
**MEETING**

**Wednesday, July 12, 2017**  
**5:00 PM**  
**Gravenstein School, Rm. 13**

**I. CALL TO ORDER at 5:06 PM**

Jim Horn, President - Present  
Desiree Beck, Clerk - Present  
Gregory Appling - Present  
Steven Schwartz - Present  
Sandra Wickland - Absent

**II. PUBLIC COMMENTS**

No public comments.

**III. CONSENT AGENDA**

**ACTION ITEM**

- A. Approve agenda order
- B. Minutes of regular Board meeting June 14, 2017, and special meetings June 20 & 28, 2017
- C. Warrants/Payroll
- D. Williams Settlement Quarterly Report
- E. Communication
  - 1. Letter from Kassidy Fisher, requesting child rearing leave for the 2017-18 school year. The Board was asked to approve this leave.
  - 2. Letter of resignation from Brad Carn, dated June 30, 2017.
  - 3. Letter from Supt. Schwinn dated June 30, 2017, accepting Brad Carn's resignation on behalf of the Board.
  - 4. Letter from Craig Boblitt, indicating interest in serving on the Bond Oversight Committee.

Action taken/comments: Approval of Consent Agenda

Motion: Horn Second: Beck Vote: 4-0

**IV. REPORTS, AND ORAL COMMUNICATIONS**

- A. Gravenstein Union Teachers' Association – Report from Ms. Urmini
- B. School Site Council – No report
- C. GSF/MPF reports given by GSF & MPF Board Members
  - I. Steven Schwartz: suggested press release and website posting to announce the hiring of Keri Pugno, Principal for Gravenstein Elementary
- D. Trustee Reports –
  - I. Trustee Horn reported having sat in on the interviews for the Hillcrest Principal
  - II. Trustee Appling reported participating in interviews

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- III. Trustee Schwartz reported information gathered about traffic
- E. Hillcrest Principal Report – No Principal Report
- F. Principal/Supt. Report -

1. 2017-18 Enrollment Outlook – Supt Schwinn reported current enrollment Ms. Davis is now only 4<sup>th</sup>, and there will be two fifth grade classes
2. Transportation JPA Update - no meeting
3. Update on modernization funding with Jack Schreder & Associates – Update on funding for Modernization given by Superintendent Schwinn and by CBO Holden
4. Phase II update from Head of Facilities, Brian Sposato regarding Silver Creek punch list and Murray Construction Punch list
5. Phase III update – Superintendent Schwinn reported options discussed at the most recent Phase III Meeting including the option of adding flooring to the list of improvements. Other improvements including lighting and wall panels. Prop 39 funding was also discussed.
6. Proposed shade structure update – Update provided by Mr. Sposato relating to fabrication, inspection and install of the shade structure. Install will most likely be in late September.
7. Hiring update was provided by Superintendent Schwinn:
  1. Positions in process of hiring include the following:
    1. Hillcrest Principal
    2. Nurse
    3. School Counselor
    4. Middle School Teacher, w/ Math authorization
    5. School Secretary

V. **BUSINESS**

**A. Approve Updated Quote from NSP3 for Shade Structure Installation**

The Board was asked to approve an updated quote from NSP3, for the installation of shade structure material at Gravenstein Elementary. This quote is unchanged from the quote previously approved by the Board.

Action taken/comments: Approved

Motion: Horn                      Second: Appling                      Vote: 4-0

**B. Discussion on the Community Use of District Facilities**

The Board reviewed use of District facilities pursuant to District policies BP/AR 1330.

Action taken/comments: Direction from the Trustee Horn was given to have Trustees Appling and Schwartz work on a new fee schedule and possible revisions to Board Policy for Facility Use and consult with the Superintendent.

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**C. Consider Facility Use Request**

The facility use request was withdrawn prior to the meeting.

Action taken/comments: None

**D. Approve Resolution # 170712-1 Establish Bond Oversight Committee**

The Board was asked to approve Resolution #170712-1, in order to update the membership of the Bond Oversight Committee, including adding new member – Craig Boblitt.

Action taken/comments: Approved

Motion: Horn                      Second: Schwartz                      Vote 4-0

**E. Approve Asbestos Abatement Quotes**

The Board was asked to approve proposals for asbestos abatement work for \$4,650 that is needed to complete planned summer work on Hillcrest and Gravenstein campuses.

Action taken/comments: Approved

Motion: Appling                      Second: Horn                      Vote: 4-0

**F. Approve Parking Lot & Pavement Maintenance Proposals**

The Board was asked to approve the proposals received for necessary parking lot and pavement maintenance we wish to contract for this summer.

- Asphalt milling and replacement in lower Gravenstein lot- \$15,975
- Upper parking lot repair and striping - \$6,018
- Playground crack sealing and striping - \$13,108

Action taken/comments: Approved

Motion: Horn                      Second: Beck                      Vote: 4-0

**G. Approve 2017 Spring Consolidated Application**

The Board was asked to approve the 2017 Spring Consolidation Application, which allows the District to access categorical funding.

Action taken/comments: Approved

Motion: Appling                      Second: Beck                      Vote: 4-0

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**H. Approve the GASB45 Report**

The Board was asked to approve the GASB 45 report that CSBA has prepared on behalf of the District.

Action taken/comments: Tabled until August

Motion: Horn                      Second: Beck                      Vote: 4-0

**I. Review District Facility Master Plan**

The Board reviewed the Facility Master Plan and considered future updates to the plan, based on District needs.

Action taken/comments: Trustees Horn and Appling will serve on Board Site Subcommittee with Superintendent Schwinn, and Head of Maintenance, Brian Sposato to update the Facility Master Plan.

**J. Approve Contract w/ Ally Technology for IT Services**

The Board was asked to approve the contract with Ally Technology to provide IT services 1 day per week, and on call as needed, for the 2017-18 school year.

Action taken/comments: Approved for \$2,650 per month

Motion: Horn                      Second: Appling                      Vote: 4-0

**K. Approve MOU w/ SCOE for Payroll Services**

The Board was asked to approve up to six more months of payroll services contracted with SCOE to support the GUSD Business office. *Add rate or maximum amount.*

Action taken/comments: Approved

Motion: Beck                      Second: Horn                      Vote: 4-0

**L. Approve MOU w/ SCOE for BTSA Services**

The Board was asked to approve the contract with SCOE'S North Coast Beginning Teacher Program to provide Beginning Teacher Support and Assessment (BTSA) for 1<sup>st</sup> and 2<sup>nd</sup> year teachers on staff.

Action taken/comments: Approved

Motion: Appling                      Second: Horn                      Vote: 4-0

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**VI. GENERAL**

**A. Review & Approve Parent/Student Handbook for 2017-18**

The Board was asked to review and approve the Parent/Student Handbook prior to distribution.

Action taken/comments: Approved subject to final edits by Superintendent Schwinn

Motion: Horn                      Second: Beck                      Vote: 4-0

**B. Review & Approve 2017-18 Field Trips**

The Board received documents regarding planned field trips for the 2017-18 school year; including the following:

- Planned donations from MPF (\$90K block grant for K-8<sup>th</sup> gr Enrich!)
- GSF donation (\$400/class, K-5 & \$1,750 for 6<sup>th</sup> -7<sup>th</sup> & \$3,000 for 8<sup>th</sup> grade)
- Possible increased expense to the District to expand offerings
- The expected student activity donation that would be requested, per grade level

The Board was asked to approve field trips planned and presented thus far, as well as the staff proposal for distribution of funds.

Action taken/comments: Approved field trips planned and presented so far

Motion: Horn                      Second: Beck                      Vote: 4-0

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

**VIII. CLOSED SESSION adjourned to closed session at 8:25 PM**

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

1) Public Employee –Hiring:

- a. Approved final draft contract with Keri Pugno for 1.0 FTE Principal/Lead Teacher.

Motion: Horn                      Second: Appling                      Vote: 4-0

- b. Approved hiring 0.75 FTE Probationary 1? Elementary PE Teacher -Tara Fluit

Motion: Schwartz                      Second: Appling                      Vote: 4-0

- c. Approved hiring 0.63 FTE Probationary 1? Middle School Spanish/ELD Teacher – David Canfield

Motion: Horn                      Second: Appling                      Vote: 4-0

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- d. Approved hiring 1.0 FTE Temporary 5<sup>th</sup> gr Traditional Teacher – Alexa Grimm

Motion: Schwartz      Second: Horn      Vote: 4-0

- e. Approve hiring of 1.0 FTE Middle School Principal - Tabled  
f. Approved hiring of 1.0 FTE Temporary Middle School RSP Teacher-  
Bernadette Prunetti

Motion: Horn      Second: Appling      Vote: 4-0

- g. Approve hiring of 0.20 FTE School Nurse - Tabled  
h. Approve hiring of 1.0 FTE School Counselor - Tabled  
i. Approved hiring of 1.0 FTE Middle School Teachers  
Grade 8 -- Heather Johnson -- Probationary 1?

Motion: Schwartz      Second: Appling      Vote: 4-0

Grade 7 Enrich! -- Probationary 1 -- Adam Stopeck

Motion: Horn      Second: Schwartz      Vote: 4-0

Grade Math -- April McDonald – Probationary 1?

Motion: Appling      Second: Schwartz      Vote: 4-0

- j. Approve hiring of full-time TA--Tabled

- 2) Conference with Labor Negotiator  
District Negotiator:      Jennifer Schwinn, Superintendent  
Represented Employees:      Gravenstein Union Teachers Assoc.  
3) Superintendent Evaluation  
-2017-18 Calendar

**IX. OPEN SESSION—Returned to open session at 10:10 PM**

Action was reported as noted above.

**X. FUTURE BOARD MEETINGS:**

**I. Next Regular Board Meeting:      Aug 9, 2017— 5:00 PM**

**XI. ADJOURNMENT—The meeting was adjourned at 10:11 PM**