

GRAVENSTEIN UNION SCHOOL DISTRICT
3840 TWIG AVENUE
SEBASTOPOL, CA 95472

REGULAR GOVERNING BOARD
MEETING AGENDA

Wednesday, Oct. 18, 2017

5:00 PM

Gravenstein School, Rm. 13

**NOTE: Mtg date moved one week, from
10/11/17, due to fires.**

I. CALL TO ORDER

Jim Horn, President
Desiree Beck, Clerk
Gregory Appling
Jennifer Koelemeijer
Steven Schwartz

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. CONSENT AGENDA

ACTION ITEM

- A. Approve agenda order
- B. Minutes of regular Board meeting Sept 13, 2017, and special Board meeting Sept 27, 2017.
- C. Warrants/Payroll
- D. Williams Settlement Quarterly Report
- E. Communication
 - 1. Letter from Judy Thomson, Director of Fiscal Services at SCOE, indicating that Gravenstein USD's 2017-18 adopted budget is in compliance with requirements.
 - 2. SCOE Fiscal Services also sent a number of reminders to Districts regarding reporting requirements and regulatory changes that impact school business practices.

Action taken/comments:

Motion _____ Second _____ Vote _____

IV. REPORTS, AND ORAL COMMUNICATIONS

- A. Gravenstein Union Teachers' Association
- B. School Site Council
- C. GSF/MPF
- D. Trustee Reports

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- I. School & College Legal Services 2017-18 workshops.
- II. Reminder: Sexual Harassment Prevention training required every other year
- III. Reminder: New Trustees, update W-4 & EDD – DE 4
- E. Hillcrest Principal Report
- F. Gravenstein Principal Report
- G. Superintendent Report
 - 1. 2017-18 Enrollment report
 - 2. Transportation JPA Update
 - 3. Update on modernization funding with Jack Schreder & Associates
 - 1. Exemption filing
 - 4. Phase II & Phase III update
 - 1. Architect Doug Hilberman will be present to provide an update
 - 5. Shade structure update
 - 1. Materials delivered
 - 2. Site Inspector is under contract, with cost not to exceed \$1,170.
 - 3. Installation expected in October 2017
 - 6. Dual Program Stakeholder Committee Report
 - 7. 2017 CAASPP results
 - 8. Hiring update:
 - 1. Positions in process of hiring include the following:
 - 1. School Counselor
 - a. Job posted on Edjoin.org
 - 2. School Secretary

V. PUBLIC HEARING:
SUFFICIENCY/INSUFFICIENCY OF TEXTBOOKS

Annual Public Hearing Regarding Sufficiency/Insufficiency Of Instructional Materials According To Education Code Section 60119 (As Revised By Chapter 900, statutes of 2004) and CCR, Title 5, Section 9531 (c).

By the 8th week of school, the Board of Trustees must hold a public hearing to discuss the sufficiency/insufficiency of textbooks in the CORE curricular areas of reading/language arts, mathematics, science, and history-social science. Schools are to have a sufficient number of textbooks (or electronic textbooks) and instructional materials for every student in these four areas, and textbooks must be from the *current* State Adopted Textbook list.

VI. BUSINESS & FACILITIES

A. Update Budget for Phase 3 Construction

The Board will be asked to approve an updated budget for Phase 3, now that the plans include the improvements in the Learning Lab and the replacement of the gym floor.

Action taken/comments:

Motion _____ Second _____ Vote _____

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B. Approve Notice of Completion

The Board will be asked to consider filing a Notice of Completion on the Phase 2 project. All but a couple items on the punch list are complete. The District has negotiated a combination of \$1,500 credit (\$1,000 provided by Murray and \$500 provided by AXIA) and completion of the last items on the punch list (e.g. vents, screen). Murray assures that the punch list will be complete by the time the final payment is processed.

Action taken/comments:

Motion _____ Second _____ Vote _____

C. Consider Lease-Lease Back Proposal from Counterpoint

The Board will be asked to consider approval of a proposal from Counterpoint to oversee a Lease-Leaseback process for the District's Phase 3 projects.

Action taken/comments:

Motion _____ Second _____ Vote _____

D. Approve CBO Contract

The Board will be asked to approve a two-year contract with CBO Wanda Holden, to continue to provide full time business services to the District for the 2017-18 and 2018-19 school years. Salary each year is already determined by placement on the Board approved salary schedule.

Action taken/comments:

Motion _____ Second _____ Vote _____

E. Approve Renewal of Contract with SCOE Cooperative

The Board will be asked to approve a contract with SCOE's Small District Cooperative, which provides some business services support like submitting the Consolidated Application. The annual cost to the District is based on enrollment, which has not been captured yet, but last year the cost was \$1,958. The cost is likely to be similar again this year.

Action taken/comments:

Motion _____ Second _____ Vote _____

F. Approve Renewal of One Call Contract

The Board will be asked to approve the renewal of the District's contract with One Call for another year. In the 16-17 year, the One Call system was added as a resource to the school offices. It allows for group texts and emails that improve

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home-school communication, and provides emergency messaging if needed. The annual cost to the District is \$1,052.03

Action taken/comments:

Motion _____ Second _____ Vote _____

G. Approve Renewal of Document Tracking Service Contract

The Board will be asked to approve the renewal of the District's contract with Document Tracking Service DTS for another year. In the 16-17 year, DTS was brought on to help manage and publish some of the District's annual plans, such as the LCAPs. In 2017-18, we will also use DTS to update the District's Wellness Policy Plan. The annual cost to the District is \$595.

Action taken/comments:

Motion _____ Second _____ Vote _____

H. Discussion and Possible Action on the Community Use of District Facilities

The Board will review use of District facilities pursuant to District policies BP/AR 1330 and consider a possible revision to the fee schedule and/or policies.

Action taken/comments:

Motion _____ Second _____ Vote _____

I. Consider Facility Use Permit Request from Girls on the Run

The Board will be asked to consider a facility use permit request and affix the fee to be charged based on Board Policy and usage of the track and gym, as requested. The applicant is requesting no fee for facility use.

Action taken/comments:

Motion _____ Second _____ Vote _____

VII. GENERAL

A. Adopt Resolution # 171011-1 Sufficiency of Instructional Materials

The Board will consider adoption of Resolution #171011-1, regarding the sufficiency of textbooks and instructional materials in the four core academic areas. The resolution will reflect information obtained during the Public Hearing.

Action taken/comments:

Motion _____ Second _____ Vote _____

B. Certification of Compliance with Standards-Aligned Instructional Materials

Superintendent Schwinn will review the District’s Selection and Evaluation of Instructional Materials process. The Board will be asked to certify compliance with Education Code Section 60422(a) and California Code of Regulation (CCR), Title 5, Section 9531(a) stating that all textbooks that have been purchased using LCFF funds were from the State Adopted list, aligned to the standards.

Action taken/comments:

Motion _____ Second _____ Vote _____

C. Review and Approve 16-17 Accomplishments & 17-18 District & Superintendent Goals

The Board will review the additions they made to the 2016-17 accomplishments document on Sept 27, and approve the final draft. The Board will also review the proposed goals generated at the Sept 27 special meeting and finalize and adopt the 2017-18 District & Superintendent goals.

Action taken/comments:

Motion _____ Second _____ Vote _____

D. Approve Update to BP 5141.33—Lice

The Board will be asked to consider GUSD’s Board Policy on Head Lice, and approve an update to the BP language to clearly communicate the District’s “no nits” policy.

Action taken/comments:

Motion _____ Second _____ Vote _____

E. Approve Revised Kindergarten Report Card

The Board will be asked to approve an updated kindergarten report card. The kindergarten teaching team has put forth some recommended changes.

Action taken/comments:

Motion _____ Second _____ Vote _____

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F. Approve AR 5111.1—District Residency

The Board will be asked to approve AR 5111.1 regarding District Residency. Although we are a primarily a charter school District, we still need parents to provide proof of residency at the time of enrollment. This Board Policy gives guidance on the types of proof accepted per Ed Code.

Action taken/comments:

Motion _____ Second _____ Vote _____

G. Consider Fire Related Matters – e.g. Leaves

The Board will be asked to consider any concerns that have arisen as a result of the fires, and take action as needed. For example, extended leaves; community support for those who have lost homes; discuss air quality; etc.

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) Public Employee –Hiring:
 - a. Approve hiring of full-time School Secretary – Renee Lott
 - b. Renew Contract with CBO -- Wanda Holden
- 2) Conference with Labor Negotiator
District Negotiator: Jennifer Schwinn, Superintendent
Represented Employees: Gravenstein Union Teachers Assoc.
- 3) Conference with Legal Counsel- Anticipated Litigation: Significant exposure to litigation pursuant to subdivision (d) of Government Code section 54956.9
- 4) Superintendent Evaluation

X. OPEN SESSION

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

XI. FUTURE BOARD MEETINGS:

I. Next Regular Board Meeting: Nov 8, 2017— 5:00 PM

XII. ADJOURNMENT

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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.