GRAVENSTEIN UNION SCHOOL DISTRICT

REGULAR BOARD MEETING

MINUTES

August 9, 2017

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| **CALL TO ORDER** | Pres. Horn called the meeting to order at 5:04 PM. Clerk Beck, Members, Appling, Wickland present, Member Schwartz absent. |
| 1. **PUBLIC INPUT ON ITEMS NOT ON THE AGENDA** | Amy Gloeckner thanked the board for being so supportive of her, welcomed Principal David Fichera back to Hillcrest, and thanked Sandra Wickland for her years of service on to the Board. |
| 1. **APPROVAL OF CONSENT AGENDA** 2. **Approval of Agenda Order** 3. Minutes of regular Board meeting July 12, 2017, and special meeting July 26, 2017 4. **Vendor Warrants** 5. **Communication**    1. **Letter from Supt. Schwinn to Julie Iverson of Social Advocates for Youth, in support of a grant to bring grief counseling opportunities to GUSD students.**    2. **Legal update on the Williams Settlement -- assuring districts that electronic textbook adoption still meets the requirement of providing one text per student.** 6. **REPORTS/CORRESPONDENCE** 7. **GUTA Report** 8. **School Site Council** 9. **GSF/MPF** 10. **Trustee Reports** 11. **Hillcrest/Gravenstein Reports**      1. **2017-18 Enrollment Outlook** 2. **Transportation JPA Update** 3. **Update on modernization funding with Jack Schreder & Associates** 4. **Phase II & Phase III update**    1. **Architect Doug Hilberman will be present to provide an update** 5. **Shade structure update**    1. **Quote for in plant inspection of the shade structure for a cost of $2,950**    2. **Site installation of shade structure is $21,055 (Board approved)**    3. **Shade structure materials cost $40,812.20 (Board approved)**    4. **Color selection: posts in Roman Blue and roof and gutters in Light Stone** 6. **CAASPP results**    1. **Individual student reports have arrived and are being sent home, but grade level data summaries are still not available to share with Board** 7. **Hiring update:**    1. **Positions in process of hiring include the following:**        1. **School Counselor**       2. **2 Teaching Assistants**       3. **Temporary/Long-term sub-1st Grade Teacher**       4. **School Secretary** | Pres. Horn made the following corrections to the 7/12/17 minutes.  Pg 4. of minutes, item K: $44 per hour, not to exceed 100 hours  Pg. 5-6: Ensure that there is consistency with “Probationary 1.0” vs. “Probationary.”  Pres. Horn also inquired about pg. 1 of the vendor warrants: is Aesop going to be up and running for this school year? Supt. Schwinn responded that it will be.  Pres. Horn expressed his gratitude to Sandra Wickland for her 10 years of service to the GUSD Board.  Pres. Horn moved to approve the consent agenda, Clerk Beck seconded, 4-0 yes.  GUTA President Christina Urmini presented that teachers have been participating in professional development opportunities over the summer. She also requested that GUTA members be given a detailed list of duties for district personnel, so that members would know who to go to for questions and/or concerns.  No report  GSF President shared that GSF is gearing up for the school year.  No report    Principal David Fichera reported that he is grateful and excited to have the opportunity to return to the position of Hillcrest principal. He also reported on upcoming orientations, preparing for the start of school, and the 8th grade Yosemite Trip.  Principal Keri Pugno reported that she is excited to step into a new role at Gravenstein as principal. She also reported on curricular materials, school facilities and preparing for another great year.  Gravenstein projected enrollment is currently 485 and Hillcrest is currently 267. Students continue to enroll as the first day of school approaches.  No update  Doug Hilberman presented an update that Phase II is nearing completion and Phase III plans have been completed and are ready to send to DSA for an estimated return of January 2018.  A school counselor has been selected, and unfortunately, there were two late resignations of 7th grade teachers at Hillcrest on 8/9/17.  Recruitment for these positions is underway. |
| 1. **BUSINESS** 2. **Approve Change Orders for Phase II** The Board will be asked to approve a few final change orders for the Phase II project.    1. Change Order #76 - Heater UH - 1 for Pump House per DSA Dwgs (COR #75) - Amount = $5,663.86    2. Change Order #77 - Replace corroded water main next to Admin Bldg (COR #77) - Amount = $6,309.03    3. Change Order #78 - Additional Signs in Bldg F (COR #78) - Amount = $1,278 3. **Approve Quote for Shade Structure Inspection**      1. **Approve Contract with SRCS for Food Service** 2. **Consider Meal Price Increase**      1. **Discussion and Possible Action on the Community Use of District Facilities**      1. **Approve Updated Nurse Salary Schedule** 2. **Review Performance on 2016-17 Goals and Objects** 3. **Approve the GASB45 Report** 4. **Ratify Principal Contracts for 2017-18** 5. **Review and Approval of Procedures to Fill Board of Trustees Vacancy** | Change Order #76 was for a heater required after the plans were completed  Change Order #77 is due to a plumbing emergency that required unexpected work.    There is an additional change order that Murray Construction is requesting that AXIA feels should be in the scope of the work. A third party construction management service will be paid for by Murray and AXIA to determine who is responsible for this item.  Mem. Wickland moved to approve change orders Change Order #76 - Heater UH - 1 for Pump House per DSA Dwgs (COR #75) - Amount = $5,663.86; Change Order #77 - Replace corroded water main next to Admin Bldg (COR #77) - Amount = $6,309.03; and Change Order #78 - Additional Signs in Bldg F (COR #78) - Amount = $1,278  Mem. Appling seconded, approved 4-0.  The Board was asked to approve a quote for the cost of providing inspection of the shade structure at the factory. The estimated cost of the inspection is $2,950.  Mem. Wickland moved to approve, Pres. Horn seconded, 4-0 yes. Pres. Horn clarified that this cost is an estimate.  The Board was asked to approve the annual contract for food service provided by Santa Rosa City Schools. SRCS will increase the price per meal by $0.25 in the 2017-18 school year. The cost for 2017-18 will be $3.00.   Pres. Horn moved to approve, Clrk. Beck seconded, 4-0 yes.  Because the cost will increase by $4,462 in 2017-18, and the cafeteria encroached into the general fund in 2016-17 by $19,766, and at least the same encroachment is expected in 2017-18, the board was asked to consider an increase in the price of meals by $0.25. The total cost of the meal including milk would increase to $4.50 in the 2017-18 school year.  Clrk. Beck moved to approve the increase to $4.50 for a meal (including milk), Mem. Appling seconded, 4-0 yes.    Mem. Appling discussed an incomplete proposal that he and Mem. Schwartz have been developing that would provide a variable rate schedule for the use of district facilities, dependent on the need for additional custodial support.  Supt. Schwinn expressed a desire to consider the trash that can be left behind by field usage.  Pres. Horn moved to table this to September, Mem. Beck seconded, 4-0 yes.  The nurse salary schedule does not currently include any step increases to reward for longevity. The board is asked to add a second step to the nurse salary schedule, to increase the salary by 10% after 5 years of service.  Clrk. Beck moved to approve the new schedule adding a second step with a value of $75,379 after five calendar years of service, Mem. Appling seconded, 4-0 yes.    Supt. Schwinn requested that this be delayed to a later meeting. Pres. Horn inquired to the board about postponing this meeting to the next regular session meeting on September 13, 2017, or a special meeting.  Pres. Horn moved to table this item to the September 13, 2017 meeting, Mem. Appling seconded, 4-0 yes.  The report was returned with errors, so this approval will need to be delayed.   Pres. Horn moved to table this to September 13, 2017, Mem. Wickland seconded, 4-0 yes.  The Board was asked to ratify in open session the Principal contracts negotiated for Keri Pugno and David Fichera for the 2017-18 and 2018-19 school years.  Pres. Horn moved to ratify both contracts with a change in Keri Pugno’s contract in section 7, increasing the benefits cap to $1,100 for employee only, $1,200 for employee plus one, and $1,300 for employee plus family, as offered on David Fichera’s contract, Clrk. Beck seconded, 4-0 yes.    The Board of Trustees Vacancy will be advertised via Monday Messages (District Bulletin), Website, Facebook, by the third week of August 2017. Applications will be due by 4 PM on September 7, 2017.  Pres. Horn moved to make a provisional appointment of a candidate to replace Mem. Wickland, then interview and select the candidates at the regular board meeting on September 13, 2017, Clrk. Beck seconded, 4-0 yes. |
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| 1. **General**    1. **Review & Approve Parent/Student Handbook for 2017-18** 2. **PUBLIC COMMENT ON ITEMS IN CLOSED SESSION** 3. **ADJOURN TO CLOSED SESSION  With respect to every item of business to be discussed in closed session pursuant to Section 54957.6** 4. **Public Employee:**     1. Approve hiring of 0.20 FTE School Nurse - Patricia “Anne” Wilson Horn moved/Wickland seconded, approved 4-0    2. Approve hiring of 1.0 FTE School Counselor—Karen Clem Horn moved/Appling seconded, approved 4-0    3. Approve hiring of Temporary/Long-term Sub for 1st Grade Teacher    4. Approve hiring of full-time TA’s—Kay Dellosa Horn moved/Wickland seconded, approved 4-0 5. **Conference with Labor Negotiator** District Negotiator: Jennifer Schwinn, Superintendent  Represented Employees: Gravenstein Union Teachers Association 6. **Public Employee Discipline/Dismissal/Release Horn moved/Appling seconded to rescind the non-reelection previously approved for Employee #1341. Approved 4-0.** 7. **Superintendent Evaluation** | Change Brian Sposato’s title to “Head of Maintenance.” List School Psychologist, Nurse, and Speech Pathologist as “District Support Staff.”  The cell phone and electronic device sections were consolidated and updated to include language about e-readers.  The GATE section was updated to remove the reference of ENRICH! as a full-day GATE program. The word “three” needs to be removed from the introduction on the GATE section on pg. 123.  Pres. Horn moved to approve the document with noted changes, Mem. Appling seconded, 4-0 yes.  Pres. Horn adjourned to closed session at 6:55 PM |
| 1. **RECONVENE TO OPEN SESSION**    1. The meeting was reconvened to open session at 7:58 PM. Action taken as noted above. 2. **Future Board Meetings:** 3. Next Regular Board Meeting: September 13, 2017 - 5:00 PM **ADJOURNMENT—7:59 PM** |  |