

GRAVENSTEIN UNION SCHOOL DISTRICT  
3840 TWIG AVENUE  
SEBASTOPOL, CA 95472

**REGULAR GOVERNING BOARD**  
**MEETING AGENDA**

**Wednesday, January 17, 2018**  
**4:45 PM**  
Gravenstein School, Rm. 13

**I. CALL TO ORDER**

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

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

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 is not required to 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. CLOSED SESSION**

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

1. Conference with Labor Negotiator

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

**IV. OPEN SESSION**

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

**V. CONSENT AGENDA**

**ACTION ITEM**

**A. Approve agenda order**

**B. Minutes of regular Board mtg. Dec 13, 2017**

**C. Warrants/Payroll**

**D. Donations**

- a. Thank you to Karyn Pulley for the donation of \$250 to the GUSD Music program, in memory of Rev. John Kienitz.

**E. Approve Williams Quarterly Report for the period ending Dec 31, 2017**

- a. No complaints

Action taken/comments:

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**VI. REPORTS AND ORAL COMMUNICATIONS**

**A. Gravenstein Union Teachers' Association**

**B. School Site Council**

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- C. GSF/MPF**
- D. Trustee Reports**
- 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
  - 4. Phase II update
  - 5. Shade structure update—Installation started Mon., Dec 4, 2017
  - 6. Review Basic Aid Supplemental Funding for GUSD
  - 7. Update on School Counselor hiring process
  - 8. Update on installing window blinds on both campuses
  - 9. Developer Fee Study

**VII. GENERAL**

- A. Rescind 12/13/2017 Decision to Expand Discovery! to 1st Grade in 2019-20**

The Board will consider whether to rescind action taken at a previous meeting that may have been improperly agendaized.

Action taken/comments:  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

- B. Extension of Discovery! Program to 1st Grade in 2019-20**

The Board will consider whether to extend the recently adopted Kindergarten Discovery! program to 1<sup>st</sup> grade for the 2019-20 school year.

Action taken/comments:  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

- C. Procedures to Develop Programs to Serve All Students**

The Board will consider procedures to study and develop program options in the future that engage, enrich, and support all GUSD students.

Action taken/comments:  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

- D. Options to Evaluate Success of Kindergarten Discovery! Program**

The Board will consider options to evaluate the new Kindergarten Discovery! program, including a Superintendent or Board committee.

Action taken/comments:  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**E. Consider Approval of Development of STEAM Instructional Model for 6th Grade at Hillcrest for the 2018-19 School Year**

In an effort to improve the learning experience for all Sixth grade students; increase enrollment at the middle school; and align to the Common Core and Next Generation Science Standards, the Hillcrest Sixth Grade teaching team and Principal David Fichera recommend the expansion of our current academic offerings to include a STEAM (Science Technology Engineering Arts and Math) instructional model for all Sixth Graders in 2018-19. STEAM represents an approach to learning that is interdisciplinary and emphasizes hands on activities to encourage active learning through inquiry and discovery.

Action taken/comments:

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**F. Update Administrative Regulation AR 5111—Admissions**

The Board will review and update Administrative Regulation AR 5111 as needed, including a procedure to establish charter school admissions and lottery deadlines.

Action taken/comments:

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**G. Set Deadlines for Charter School Admissions and Lotteries**

The Board will set deadlines for charter school admissions and lotteries.

Action taken/comments:

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**H. Update Board Bylaw BB 9010—Public Communication**

The Board will review and update Board Bylaw BB9010—Public Communications, as needed.

Action taken/comments:

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**I. Consider Development of School Gardening Program**

The Board will consider the development of a school gardening program at one or both campuses.

Action taken/comments:

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**VIII. BUSINESS & FACILITIES**

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**A. Phase III and Phase IV Update**

Architect Doug Hilberman will provide an update on the Phase III project at Gravenstein Elementary School and the Phase IV project at Hillcrest Middle School.

Action taken/comments:

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**B. Approve School Psychologist Contract**

The Board will be asked to approve a revised contract with Jack Correia to provide School Psychologist and Counseling services for the 2017-18 school year.

Action taken/comments:

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**C. Approval of Updated Classified Salary Schedule**

The Board will be asked to approve a revision to the classified salary schedule that is required due to a minimum wage increase as of Jan 1, 2018.

Action taken/comments:

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**D. Approve School Counselor Job Description**

The Board will be asked to approve the job description for the School Counselor position.

Action taken/comments:

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**E. Approval of School Counselor Salary Schedule**

The Board will be asked to approve a school counselor salary schedule. After four rounds of interviews we have been unable to hire a school counselor, in part due to salary.

Action taken/comments:

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**F. Review & Accept Annual Facility Inspection Reports**

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

Action taken/comments:

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**G. Acceptance and Certification of June 30, 2017, Fiscal Year Financial Audit**

The Board will be asked to approve the Financial Audit report prepared by Roatch Accountancy:

Action taken/comments:

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**H. Acceptance and Certification of June 30, 2017, Fiscal Year Measure M Bond Performance Audit**

The Board will be asked to approve the Measure M Bond Performance Audit report prepared by Roatch Accountancy:

Action taken/comments:

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**I. Acceptance and Certification of June 30, 2017, Fiscal Year Measure M Bond Financial Audit**

The Board will be asked to approve the Measure M Bond Financial Audit report prepared by Roatch Accountancy:

Action taken/comments:

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**J. Approve Public Disclosure of Proposed Collective Bargaining Agreement per AB1200**

The Board will be asked to approve a public disclosure document regarding its proposed collective bargaining agreement with the Gravenstein Union Teachers Association (GUTA) for the period July 1, 2017, through June 30, 2020.

Action taken/comments:

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**K. Approve GUTA Contract for 2017 - 2020**

The Board will be asked to approve a collective bargaining agreement with the Gravenstein Union Teachers Association (GUTA) for the period July 1, 2017, through June 30, 2020.

Action taken/comments:

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**L. Approve Salary Increase for Unrepresented Groups**

The Board will be asked to approve, for the 2017-18 school year, a one-time, off-schedule payment of 4% of each employee's base salary to all unrepresented employees who are not GUTA members.

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Action taken/comments:

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**M. Approve Notice of Completion for Silver Creek**

The Board will be asked to approve the notice of completion, attesting that the portable buildings they installed as part of Phase 2 have finally been completed according to requirements, and therefore Silver Creek may be paid in full for the contracted amount.

Action taken/comments:

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**N. Approve Contract with Stephen Roatch Accountancy**

The Board will be asked to approve year 3 of 3 of the contract with Stephen Roatch Accountancy for annual District audit services.

Action taken/comments:

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**O. Approve Resolution # 180117-1 to Move Resources to Fund 40**

The Board will be asked to approve Resolution # 180117-1, to move resources from the unallocated fund balance to Fund 40 to cover costs of Phases 3 & 4 of the District's facility improvement projects.

Action taken/comments:

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**P. Consider Date for February Regular Board Meeting**

The regular Board meeting falls on the second Wednesday of each month. In February, the second Wednesday falls on Feb 14, 2018, Valentine's Day. The Board will review whether we would have a quorum for a meeting at its regularly scheduled date and time or consider moving the February meeting to another date.

Action taken/comments:

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

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

**X. 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

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- Represented Employees: Gravenstein Union Teachers Assoc.  
2. Superintendent Evaluation

**XI. OPEN SESSION**

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

**XII. FUTURE BOARD MEETINGS:**

**Next Regular Board Meeting: Feb 14, 2018 (scheduled)— 5:00 PM**

**XIII. 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.*