

GRAVENSTEIN UNION SCHOOL DISTRICT
3840 TWIG AVENUE
SEBASTOPOL, CA 95472

REGULAR GOVERNING BOARD
MEETING MINUTES
Gravenstein School, Rm. 13

Wednesday, June 13 2018
5:07 PM

I. CALL TO ORDER- 5:07 PM

Present

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

Absent

Jennifer Koelemeijer

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.

Bonnie Russell Larrain, parent of a 7th grade traditional Hillcrest student, concerned that the two program system creates unbalanced classrooms when it comes to student behavior and needs.

III. REPORTS, AND ORAL COMMUNICATIONS

A. Gravenstein Union Teachers' Association

GUTA President Beth Trivunovic read a statement on behalf of the teachers requesting that the Board seek input

B. School Site Council

- I. Seeking Parent reps
- II. Completed LCAP updates

C. GSF/MPF

MPF President Beth Craven shared that MPF is working on an MOU to present the Board for the 2018-19 school year. The 2017-18 school year saw strong donations to MPF. She expressed that MPF receives questions about ENRICH! being discontinued. August 25, 2018 is the Back to School BBQ.

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D. Trustee Reports

Mem. Schwartz shared that he attended the Hillcrest graduation.

Mem. Appling attended 8th grade events and continues to serve on the construction committee.

Mem. Beck shared that her sister is a principal in Southern California and was recently in Sonoma County where she took a class called “Kidding Around Yoga.” Her sister will be bringing aspects of this training back to her school. One of the few training centers is in Santa Rosa.

Pres. Horn attended his 17th Hillcrest graduation and has been attending construction meetings.

E. Facilities Report

I. Phase 3 –Gravenstein modernization update

1. Gym & kitchen, Learning Lab, Staff Restrooms

Drew Weigel reported on the ongoing progress. MPR roof demolition will begin next week. The solar project is mostly done at DSA and comments should be returned to AXIA by the end of this week.

Pres Horn asked if the schedule is still on track for August 12 completion. Drew confirmed that the August 12 date is still accurate.

II. Hillcrest Middle School Improvement Project update

1. Increment #1: Transformer/electrical system, ADA access to field

2. Increment #2 solar parking shelter

The trenching for the ramp and stairs is underway. All demolition for the lighting upgrades at Hillcrest is completed. The trenching for the switchgear is almost completed.

III. Gravenstein Elementary solar project

IV. Summer Projects Report

The classroom moves at Hillcrest have been completed. Maintenance Lead Brian Sposato has been facilitating these activities.

F. Hillcrest Principal Report

I. 2018-19 Enrollment Forecast

II. ieSonoma

III. Update on STREAM lab

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IV. Classroom moves completed

Principal Fichera shared a projected enrollment of 265, with 4 classes at each grade level. Mr. Fichera shared that Matt McDowell and he attended ieSonoma. Matt McDowell will be the “steward” for the STREAM Lab. Mr. Fichera shared the progress on construction toward a STREAM Lab. It was shared that multiple classrooms were relocated - all 6th grade classes are now on the Bloomfield Road (west) side of campus.

G. Gravenstein Principal Report

- I. Summer School update: 1-3rd grade Academic Support & Kindergarten Blast Off!
- II. 17-18 CAASPP Results
- III. 2018-19 Enrollment Forecast

Principal Pugno reported on summer learning opportunities at Gravenstein. She shared preliminary results from 2017-18 CAASPP (state testing). Student reports are not yet ready for distribution. Gravenstein will be growing by one fifth grade class in the 2018-19 school year.

H. CBO Report

- I. Update on modernization funding with Jack Schreder & Associates
 1. Letter from DGS indicating application for modernization has been accepted.

CBO Wanda Holden shared that equipment has been purchased, to enable the utilization of the dark fiber data connection being provided by Sonic.

I. Superintendent Report

1. Annual Board Calendar Template
2. 2017-18 Enrollment
3. Transportation JPA Update
4. District-provided School Supplies List
5. Safety Plan Update
 1. Window covering bids
 1. Trial installation May 2018
 2. Full installation in summer 2018

Supt. Schwinn demonstrated the sample of the blinds that the District is considering. The color originally requested was “platinum” and does not appear to match the color of the installed blinds. Supt Schwinn shared that she was

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working with Brian to investigate color and gap between window and blinds.

2. 16 new door locks ordered for classrooms

6. Hiring anticipated for 2018-19:
 1. School Nurse
 2. Hillcrest Secretary
 3. 1 Temporary Teacher (5th grade leave)
 4. 2 Permanent Teachers (elementary)
 5. Spanish Teacher (7-8th grade & ELD)
 6. Teaching Assistant/Daycare Pool
 7. Hillcrest Principal

Members Appling and Schwartz inquired about the hiring process and the inclusion of various stakeholders. Mem. Schwartz inquired about including the teachers in the Hillcrest Principal search. Supt. Schwinn responded that there would be space for staff on a panel.

IV. CONSENT AGENDA

ACTION ITEM

- A. Minutes of regular Board meeting May 09, 2018; special meeting May 25, 2018; Special Meeting June 01, 2018
- B. Warrants/Payroll
- C. Budget Updates and Transfers
- D. Superintendent Contract 2018-20
- E. Communication
 1. Sunshine letter from GUTA for the 2018-19 school year.
 2. Sunshine letter from GUSD for the 2018-19 school year.
 3. Letter of resignation from David Fichera, effective June 30, 2018.
 4. Letter from Jackie Jex-Lewis requesting reduction in contract from 1.0FTE to
 - 5..57 FTE, beginning July 1, 2018. The Board is asked to approve the request.

Action taken/comments: **Pres. Horn moved to pull the Superintendent's contract out of the consent agenda, to allow for some typo corrections.**

Mem. Schwartz inquired about the status for a report providing breakfast at the schools. That report was scheduled for the July Board meeting. Mem. Appling shared that he does not have the Sunshine letters in his packet and Supt. Schwinn responded that they will be included in the next Board packet.

Motion: Horn

Second: Schwartz

Vote: 4-0 approved

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On page 47 of the Superintendent's contract, strike the word "principal." On page 51, strike paragraph 17.

Action Taken:

Pres. Horn moved to approve the contract with the edits, Clrk. Beck seconded, 3-1 approved, Mem. Schwartz dissent.

V. Business & Facilities

A. Approve CEQA

The Board is asked to consider the filing of a Notice of Exemption (NOE) for the California Environmental Quality Act (CEQA). The Notice of exemption is for both the Gravenstein Elementary School, Phase 3 Multi-Use Modernization and Hillcrest Middle School Improvements, Solar Array Project.

Action taken/comments: *Tabled to July*

Motion: Horn Second: Appling Vote: 4-0 approved

B. Gravenstein Elementary School, Phase 3 Multi-Use Modernization

The Board is asked to ratify the Lease Lease-Back Documents for the Gravenstein Elementary School, Phase 3 Multi-Use Modernization
Background:

On May 9, 2018, the Board of Trustees approved the GMP from GCCI, Inc. for the Gravenstein Elementary School, Phase 3 Multi-Use Modernization
\$2,213,215.00

Action taken/comments:

Horn motioned to approve the LLB documents for the Phase 3 Multi-Use Modernization documents for a total of \$2,213,215.00.

Motion: Horn Second: Appling Vote: 4-0 approved

C. Approve Management Salary Schedule

The Board will be asked to approve an updated management salary schedule as presented. STRS requires salary schedules to be created for administrative positions.

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Action taken/comments: Mem. Schwartz inquired about grades 7-8 being included in the elementary principal salary schedule. Supt. Schwinn responded that these grades are included in elementary.

Motion: Clerk Beck Second: Pres Horn Vote: 4-0 approved

D. Approve Contract w/ School Psychologist for 2018-19

The Board will be asked to approve a contract with School Psychologist Jack Corriea for the 2018-19 school year.

The terms are as follows: 36 days X 6 hrs/day X \$125.00/hr = \$27,000 for 18-19.

Member Appling asked to confirm that the details of the contract is the same as the 2017-2018 school year. CBO Holden confirmed that dollar amount and number of days are remaining the same.

Action taken/comments:

Motion: Appling Second: Schwartz Vote: 4-0 approved

E. Approval of MOU w/ MPF for 2018-19

The Board will be asked to consider the proposed revised MOU with MPF for the 2018-19 school year.

Action taken/comments: Supt. Schwinn included the MOU that MPF approved at their last meeting. Supt. Schwinn reviewed the MOU with CBO Holden and is recommending that the amount included to reimburse the District for core 7/8 teachers be reduced because 7/8 ENRICH! teachers will be teaching six periods per day. The amount that MPF contributes to elementary school Spanish needs to increase. Mem. Appling expressed concern that funds were being contributed by GUSD to the ENRICH! only Spanish classes at Gravenstein. CBO Holden explained that the Gravenstein ENRICH! Spanish teacher's FTE increased in the 2017-18 school year, and therefore the District contributed to ENRICH! Spanish initially, but are seeking to correct the Spanish contribution from MPF in the 18-19 MOU.

Member Schwartz asked to have the district come back to the next board meeting with a more detailed accounting of the imbalance of district funds allocated to Enrich-only Spanish classes at the K-5 level.

Pres. Horn made a motion to table this item to the July board meeting.

Motion: Horn Second: Appling Vote: 4-0 yes.

F. Approve MOU w/ WC Consortium for Nurse Services

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The Board will be asked to approve an MOU between GUSD and WC Consortium to purchase a portion of a School Nurse contract, to provide 20 nurse days for the 2018-19 school year at a cost to the District not to exceed \$15,600.

It was noted that the template used for the contract inaccurately states it is for “Speech services.”

Pres Horn made a motion to approve with the minor correction to replace “Speech Services” with “School Nurse Services” in the contract.

Action taken/comments:

Motion:Horn Second: Appling Vote: 4-0 approved

Trustee Appling stepped out briefly

G. Approve GASB 75

The Board will be asked to approve Resolution# 180613-1, resulting from the passage of Prop 30, designating the funds to be used to support the General Education salaries and benefits.

Action taken/comments: *Table to July*

Motion: Horn Second: Beck Vote: 3-0 approved

H. Approve Resolution # 180613-1 Education Protection Account (EPA)

The Board will be asked to approve Resolution# 180613-1, resulting from the passage of Prop 30, designating the funds to be used to support the General Education salaries and benefits.

Action taken/comments: *Approved resolution*

Motion: Schwartz Second: Horn Vote: 3-0 approved

Trustee Appling returned

I. Remove from Inventory – Surplus Textbooks

The Board is asked to approve the removal of surplus textbooks from inventory. Below is the list of materials:

6th Grade "Focus on Earth Science" Glencoe Science - 62 copies. ISBN - 13:978-0-07-879428-5

6th Grade McDougal Littell: The Language of Literature - 57 copies ISBN 0-

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618-11571-4

6th Grade Language Network- 54 copies - ISBN 0-395-96736-8

6th Grade Bridges to Literature 5 copies - ISBN 0-618-12474-8

Literature Anthology-Poetry 11 copies - 0-590-35437-X

Assessment Readiness -18 copies ISBN 978-0-547-87633-7

The Language of Literature Sampler- 11 copies - ISBN 2-80150-6-WEB 50M
1/96

Merriam Webster Dictionary- 41 copies - ISBN 0-87779-497-0

Action taken/comments:

Motion: Horn Second: Schwartz Vote: 4-0 approved

J. Approve 2018-19 CSBA Membership and Educational Legal Alliance Membership

The Board will be asked to approve the annual renewal of the Districts membership in CSBA and Educational Legal Alliance, which provide the GAMUT program.

Action taken/comments:

Motion: Schwartz Second: Beck Vote: 4-0 approved

VI. Public Hearing - 2018-19 Budget

The Board will conduct a public hearing on the proposed budget for 2018-19

The Public Hearing is the first of a two-part process to approve the annual budget. The 18-19 budget will be considered for approval at the June 20, 2018, meeting.

The hearing was opened at 6:58 PM. There is a positive certification based on the 4% beyond the required reserve. GUSD is deficit spending, but is continuing to build reserves because of one-time revenue (basic aid supplemental). Pres. Horn inquired about the amount designated to pay for enrichment, should MPF not be able to contribute. CBO Holden included some funds for this, assuming some contribution from MPF. There was a lengthy discussion about the budget implications of moving to one program. It is suggested by MPF Board President Beth Craven that the GUSD Board host a town-hall meeting in the fall to help families understand the budget and existence of reserves. The Board has requested that \$1.5 million be set aside as a reserve to cover enrichments in the event that donations decrease.

After determining there were not further questions or comments, Pres Horn closed the public hearing at 7:50 pm.

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A. Presentation of the 2018-19 Budget

CBO Wanda Holden reviewed the proposed 2018-19 budget. There was board discussion and stakeholder input. No action taken by the board.

Action taken/comments: No action taken

Motion: Second: Vote:

B. Review of Reserves

The Board will review and discuss the combined assigned and unassigned end fund balance above the minimum recommended Reserve for Economic Uncertainty, as necessary when reserve amounts exceed minimum recommended reserve requirements. There was board discussion and stakeholder input. No action taken by the board.

Action taken/comments: No action taken

Motion: Second: Vote:

VII. CLOSE PUBLIC HEARING - 7:50 PM

VIII. PUBLIC HEARING—2018-19 LCAP - 7:52 PM

The Board will conduct a public hearing on the proposed Local Control Accountability Plan as part of the State's new LCFF funding plan.

A. Presentation of the 2018-19 LCAP

Supt. Schwinn will present the proposed 2018-19 LCAP (Local Control Accountability Plan). The Board will review and discuss the site goals and annual progress towards their completion. The Public Hearing is the first of a two-part process to approve the LCAP. The 18-19 LCAP will be considered for approval at the June 20, 2018, meeting.

IX. CLOSE PUBLIC HEARING - 8:50 PM

X. GENERAL

A. Approve ELA Adoption TK-8th Grade

Over the last two years, Hillcrest Middle School and Gravenstein Elementary

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teachers and principals have compared and piloted several English & Language Arts (ELA) curriculum programs, and have settled on the programs they wish to adopt.

The Board will be asked to approve the following ELA adoptions:

- World of Wonder for TK
- Open Court (recent update) for K-5
- Study Sync for 6-8th grade

Action taken/comments:

Motion: Appling Second: Beck Vote: 4-0 approved

B. Approve Changes to Bell Schedule at Hillcrest

The Board is asked to approve changes to the bell schedule at Hillcrest Middle School, as presented, beginning the 2018-19 school year. The changes are intended to provide more continuity between students in the same grade levels, despite being in Traditional or Enrich!

Action taken/comments:

Motion: Horn Second: Schwartz Vote: 4-0 approved

C. Approve Changes to Bell Schedule at Gravenstein Elementary

The Board is asked to approve changes to the bell schedule at Gravenstein Elementary, as presented, beginning the 2018-19 school year. The minimal changes to the schedule are intended to add additional enrichment opportunities throughout the year, without reducing core instruction time or increasing the classroom teacher's instruction duties. The changes are also required to ease traffic congestion at drop off and pick up.

Action taken/comments:

This has been tabled until the June 20 board meeting to allow for additional GUTA input.

Motion: Horn Second: Schwartz Vote: 4-0 approved

D. Review AR 1312.3 Uniform Complaint

The Board inquired at the May 9, 2018 Board meeting whether the District had an AR 1312.3 Uniform Complaint to accompany the Board Policy. The posted GUSD AR1312.3 is provided here for information only. No action required.

E. Approve Overnight & Water Related Field Trips for 2018-19

The Board will be asked to approve field trips planned for 2018-19 that include

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access to water and overnight field trips.

Action taken/comments:

Pres. Horn made the motion to approve overnight and water related field trips for 2018-2019.

Motion: Horn

Second: Schwartz

Vote: 4-0 approved

XI. PUBLIC COMMENT ON ITEMS IN CLOSED SESSION

No input for items in closed session.

Pres Horn adjourned meeting at 9:22pm.

XII. 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) Superintendent Evaluation

3) Hiring

-Spanish Teacher -Lisa Schurtz

-Hillcrest Secretary – Megan Bloom

-Elementary Teachers (2 permanent) – Alexis Grimm, Paul Carey

-Part-time Middle School Math (0.43FTE) – April McDonald

-Part-time Music Teacher – April McDonald

-Teaching Assistant

4) Superintendent Evaluation

XIII. OPEN SESSION

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

B. Board took action to hire the following:

a. Alexis Grimm - Probationary Elementary Teacher (1.0 FTE)

b. Paul Carey - Probationary Elementary Teacher (1.0 FTE)

c. April McDonald - Probationary Math Teacher (.57 FTE)

Motion: Horn

Second: Appling

Vote: 4-0 approved

XIV. FUTURE BOARD MEETINGS:

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I. Next Regular Board Meeting: July 11, 2018, 5 PM

A special Board Meeting is scheduled for June 20, 2018, to complete the two-part LCAP and Budget approval process.

XV. ADJOURNMENT 10:08pm

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.