

GRAVENSTEIN UNION SCHOOL DISTRICT
3840 TWIG AVENUE
SEBASTOPOL, CA 95472

REGULAR GOVERNING BOARD
MEETING MINUTES
Gravenstein School, Rm. 13

Wednesday, October 10, 2018
5:00 PM

I. CALL TO ORDER at 5:14 PM

Jim Horn, President (JH)
Gregory Appling (GA)
Steven Schwartz (SS)
Jennifer Koelemeijer (JK)
Vacant

II. PUBLIC COMMENTS

Public comment was received.

III. CONSENT AGENDA

ACTION ITEM

- A. Approve agenda order
- B. Minutes of regular Board meeting Sept 12, 2018
- 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 2018-19 adopted budget is in compliance with requirements.
 - 2. RESIG's Public Self Insurers Annual Report

Action taken/comments: Consent agenda approved

Motion ___JH___ Second ___GA___ Vote ___4-0___

IV. REPORTS, AND ORAL COMMUNICATIONS

- A. Gravenstein Union Teachers' Association
A written report was received
- B. School Site Council
 - I. Parent Rep voting in process; all parent rep slots filled.
 - II. Single Plan for Student Achievement
Wrapping goals at next meeting- 10/17/18
- C. GSF/MPF
GSF- Pres report- balance sheet provided, fundraiser report- roller-skating, movie night, funding instruments, teacher grants and supplies, bring back Wildcat field trip, read-a-thon over Spring Break, teacher supply allowance has gone to \$350 a year per teacher, hoping to add a script to bottom of forms saying that GSF is funding.

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MPF- Brought back updated MOU

D. Trustee Reports

GA- Attended skate night, attending construction meetings

JK- Attended MPF and GSF meetings

JH- Attended construction and MPF meetings

SS- Attended movie night, wants to discuss breakfast in future

E. Facilities Report

I. Phase 3 –Gravenstein modernization update

1. Gym & kitchen, Learning Lab, Staff Restrooms
Project completion scheduled for mid-November

II. Hillcrest Middle School Improvement Project update

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

All completed- Counterpoint provides a list of contingencies

2. Increment #2 solar parking shelter

Design/permitting in progress

Gravenstein Elementary solar project— Design/permitting in progress

F. Gravenstein Principal's report

I. Gravenstein enrollment

II. 2018 CAASPP Score

III. Gravenstein Staff Meeting Agenda 10-3-18

Discussed with staff of breakfast needs of students- they believe approx. 22 students who may need it—100% of teachers support families in need- data sheet handed to board-

G. Hillcrest Principal's report

I. Hillcrest enrollment

II. 2018 CAASPP Scores

III. Yosemite

IV. Paleolithic Day

V. Hillcrest TV/STREAM Lab

H. CBO Report

I. Analysis of possible breakfast service

Additional staff support needed

Includes numbers of free, reduced and paid lunch from last year

38% participated in it- approx. 77 student used it

50% of paid would buy breakfast- estimate

What would it cost the district per year to do this?

Formal or less formal program possible

7 or 8 students use breakfast right now

Ms. Pugno will bring a proposal next month

I. Superintendent Report

1. Annual Board Calendar Template

2. Communication update:

1. New “mobile device friendly” Monday Message template

Good feedback- used twice already

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2. New Schoolwise blast communication: events, absences, alerts
Staff have received training
Blasts are going out- working on what is being communicated and how it goes out and to whom
3. Good news notes
Teachers write notes to kids to celebrate our students- both postcards and digital This is positive first contact
3. Safety Plan Update
 1. Window covering bids
 1. Trial installation continued:
 - a. Pull-across curtains sample in rm 10 expected Nov-Dec
 - b. Roller shades in rm 15 expected in Oct
 - c. Consider moving forward with honeycomb blinds at Hillcrest – good fit for needs
 2. Earthquake Safety Drill At Gravenstein - Oct 3
Hillcrest is scheduling them now
 3. CPR training for classified & admin staff – Oct 5, 2018
 4. CPR training for certificated & admin staff – Dec 13, 2018

V. GENERAL

A. Consider Applications for Trustee Appointment

The Board interviewed two candidates, Merlin Hanauer and Alexander Kahn, to fill the remainder of former trustee Desiree Beck's term.

Motion to nominate Kahn:

Motion ____JH____ Second ____JK____ Vote ____3-0- 1 (GA abstain)____

After the vote, President Horn administered the oath of office to Mr. Kahn, and he assumed his seat on the Board.

B. Update on New Programmatic Developments

Supt. Schwinn reviewed the expansion of educational opportunities provided to GUSD students, including plans for the future.

•Principal Pugno reported on Kindergarten Discovery! pilot and increased enrichment schedule in 2018-19.

Board asks questions about how TK is doing in K
Behavior issues were discussed

•Leadership Team will give report next month on work completed this year
Next meeting this Friday

Survey given to Elementary teachers

Principals will talk to staff and bring all feedback to the next meeting

No action taken.

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C. Set Date for Board Retreat

The Board agreed to hold a special “retreat” meeting to discuss next program steps on October 30th at 6:00 pm at JK’s house

Motion ___JH___ Second ___SS___ Vote ___5-0___

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

The Board considered the proposed revised MOU with MPF for the 2018-19 school year.

Action taken/comments: Approve version 2 of the MOU

Motion ___JH___ Second ___JK___ Vote ___5-0___

E. Consider Updates to AR & BP 1230 – School Connected Organizations & BP 1260 Educational Foundation – Community Relations

The Board considered updates to GUSD’s Board Policy and Administrative Regulations on School Based Organizations and Education Foundations.

Separate motions to approve revisions to AR 1230 and BP 1230 and rescind the existing policies.

AR Motion _____JH Second ___GA___ Vote ___4-0___
BP Motion _____JH Second ___JK___ Vote ___4-0___

VI. BUSINESS & FACILITIES

A. Update Facility Use Form

The Board considered updates to the District’s Facility Use form to increase the amount of insurance needed when entities request to use the District facilities.

Action taken/comments: Motion to increase minimum insurance coverage to \$1 million per occurrence and \$2 million aggregate.

Motion ___GA___ Second ___JK___ Vote ___4-0___

B. Approve GASB 75

The Board was asked to approve the GASB75 report that CSBA has prepared on behalf of the District. The report shows the District’s liability for future post-employment benefits.

Action taken/comments: Item Tabled

Motion ___JH___ Second ___SS___ Vote ___5-0___

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C. Approve Renewal of Contract with SCOE Cooperative

The Board was asked to renew 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 \$1,792.46 The cost is likely to be similar again this year.

Action taken/comments: Contract renewed.

Motion __GA____ Second __JK____ Vote ____5-0____

SS left the meeting at 9:35 PM

D. Approve Science Instruction Contract for 2018-19, Trimester 1

The Board was asked to approve the contract with Mark Bradski to serve as the science/STEM enrichment instructor for the first trimester of the 2018-19 school year.

Action taken/comments: Contract approved.

Motion __GA____ Second __JK____ Vote __4-0____

VII. PUBLIC COMMENT ON ITEMS IN CLOSED SESSION—None

VIII. CLOSED SESSION at 9:40 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. Beyond the Bell Assistant
 - b. Noon Duty Aide
 - c. Business Clerk
- 2) Conference with Labor Negotiator
District Negotiator: Jennifer Schwinn, Superintendent
Represented Employees: Gravenstein Union Teachers Assoc.
- 3) Student Discipline
- 4) Superintendent Evaluation

IX. OPEN SESSION at 10:17 PM

No reportable action taken

X. FUTURE BOARD MEETINGS:

I. Next Regular Board Meeting: Nov 14, 2018— 5:00 PM

Consider updates to BB 9320 and BB 9322

XI. ADJOURNMENT at 10:17 PM