

GRAVENSTEIN UNION SCHOOL DISTRICT
3840 TWIG AVENUE
SEBASTOPOL, CA 95472

Minutes:

REGULAR GOVERNING BOARD
MEETING AGENDA

Tuesday, January 15, 2019
5:00 PM
Gravenstein School, Rm. 13

I. CALL TO ORDER

Steven Schwartz, President
Gregory Appling, Clerk
Jim Horn, Trustee
Alexander Kahn, Trustee
Jennifer Koelemeijer, Trustee

Meeting called to order at 5:04pm by SS, all present except AK (arrived at 5:20)
Item III. H was moved to reports

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.

1. Presentation was provided by three students on issues related to playground field access during recess. A handout was provided and request made to add this item to the board agenda for February.
2. Parent spoke on the need for shelter for the student pickup line due to rain in winter and sun during the summer
3. Teacher representing the Student Council requested clarification on what public comment and timing related to requesting items be put on the board agenda
4. Teacher noted that her request for a board agenda item related to Early Release Day was not placed on the agenda and requested the board take up this issue as soon as possible.

III. REPORTS, AND ORAL COMMUNICATIONS

- A. Gravenstein Union Teachers' Association
Report was provided in packet. Discussion was held regarding items listed in the report. No action was taken by the board. GUTA provided a donation to Chico Teachers affected by the camp fire.
- B. GSF/MPF
GSF provided minutes from their last meeting as a report.
MPF provided signed MOU and is currently discussing roles of MPF going forward.
- C. Gravenstein Principal's report
Report was provided in packet. Teacher evaluations in progress and to be completed on time.

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- D. Hillcrest Principal's report
Report was provided in packet. Teacher evaluations in progress and to be completed on time.
- E. Trustee Reports
 - I. Complete 700 forms
Forms to be completed and returned to the CBO by Feb Board meeting.
 - II. Possible workshops for Trustees via School & College Legal Services
 - 1. Interest Based Bargaining 101, Feb 4, 2019 9am-12pm, SCOE
 - 2. Sexual Harassment prevention class March 6, 2019; 9-11am, SCOE
- F. CBO Report
 - I. Update on Food Service Program
Discussion was held regarding ways to increase participation in the program. Administration assured the board that application was bilingual and options are being provided for all dietary needs that have been raised with administration.
 - II. Governor's budget proposal released in January
- G. Superintendent Report
 - I. Board Agenda Calendar template
 - II. Enrollment update
 - III. Hiring update
 - 1. District Nurse
 - 2. School Counselor
 - 3. Teaching/Student Assistant

Superintendent provided update on the status of hiring new School Counselor and Teaching Assistants (applications have been received). Board raised the concern that due to the enrollment increases over the years whether we needed additional nursing support over what is currently budgeted. Board requested more details on staffing levels needed for next year due to change in program.
 - IV. Marketing
 - 1. Sonoma Family Magazine Jan & Feb 2019 issues
- H. Facilities Report
 - I. Phase 3 –Gravenstein modernization update
 - 1. Gym & kitchen, Learning Lab, Staff Restrooms
 - II. Hillcrest Middle School Improvement Project update
 - 1. Increment #2 solar parking shelter
 - III. Gravenstein Elementary solar project
 - IV. Report from Head of Facility Maintenance
- I. School Site Council
 - I. Next meeting Wed, Jan 23, 2019

IV. CONSENT AGENDA

ACTION ITEM

- A. Approve agenda order
- B. Minutes of regular meeting Dec 12, 2018 and special meeting Dec 17, 2018

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- C. Warrants/Payroll
- D. Accept resignation of Rebecca Sonchek, District Nurse, as of Dec 28, 2018.
- E. Approve Amendment to MOU with West County Consortium re Nurse Services
- F. Accept resignation of Amy Gloeckner, District Counselor, as of Jan 18, 2018
- G. Approve Williams Quarterly Report for the period ending Dec 31, 2019
 - a. No complaints
- H. Approve contracts with enrichment providers
 - 1. Stephanie Barclay (Dance) Tri 1 \$3,600 /Tri 2 \$5,300.01
 - 2. Mark Bradski (Mr. Science) Tri 2 \$13,133.34
 - 3. Spencer Burrows (Music) Tri 1 \$4,266.24 / Tri 2 \$5,432.90
 - 4. Natalie Collins (Set Design) Tri 2 \$1,320
 - 5. Christine Cramer (Art) Tri 2 \$7,140
 - 6. Paige Dumont (Coach Paige/Athletic movement) Tri 1 \$5,933.18 / Tri 2 \$6,266.43
 - 7. Margo Perin (Poetry) Tri 2 \$2,475
 - 8. Nancy Prebilich (Drama) Tri 1 \$4,360/ Tri 2 \$2,760
 - 9. Marla Pedersen (Art) Tri 1 \$2,880

Item B was removed from the consent agenda. Concerns were raised by board members related to the lack of details. GA as board clerk to take over handling of providing the board minutes. Item to be voted on separate from Consent agenda.

Item D was not included in the packet. Board requested this be provided at a later date.

Item H was removed from the consent agenda. Concerns were raised over the amounts given to the board to approve being different from the original contracts. Public comment was made around this issue and raised the concern about contractors not being paid during fire closure. MPF has offered to see if they maybe able to assist Administration with this issue. Motion was made to table this issue. Motion JH – Second GA – 5-0

Action taken/comments:

Motion __JH____ Second__SS____ Vote __5-0____

Action on Item B approval: Motion JH Second SS Vote 3-2 (No's JK and AK)

V. GENERAL

A. Consider Next Steps in Rollout of Enrich! to All District TK-8th in 2019-20

Background:

At the Dec 12, 2018 GUSD Board meeting, the Board to action to approve the expansion of the Enrich! program to all District students, TK-8th grades, beginning in 2019-20.

The Board will receive reports from staff and input from stakeholders as we prepare for the rollout of the Enrich! program to all GUSD students beginning in

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2019-20. The Board may give staff direction and take action on items needed that require Board approval (e.g. marketing; hiring; purchases of curriculum or equipment over \$15,000).

Administration provided feedback on progress made to date and their need to continue to be proactive in addressing the school climate as well as supporting the teachers in their process in developing the program for next year.

The Board requested additional information as well as a written report in the future. The Board also requested that Administration communicate with them as soon as possible on actions and support need from the Board. The Board also spoke on the need for the Board working with GSF and MPF to work to create a culture of communication and inclusion for our parents. The idea of a having additional town halls or listening session was mentioned to help provide parents with a sense of clarity and ownership.

GUTA spoke on past divisions related to the new program and suggested a retreat is needed to help heal the divisions and would be helpful in the planning process

Public encouraged communication via Monday Message, Board messages and the development of a single simple communication process so parents can be informed regarding implementation and donation needs for the coming school year and beyond.

Action taken/comments: No action was taken at this time.

Motion _____ Second _____ Vote _____

(Recessed was called by SS returned from recess at 7:32)

B. Acceptance and Certification of June 30, 2018, Fiscal Year Financial Audit

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

Audit information was presented by the CBO to the Board noting there were zero findings. Discussion followed with no changes to the audit.

Action taken/comments:

Motion ___JH___ Second ___JK___ Vote ___5-0___

C. Acceptance and Certification of June 30, 2018, 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.

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Audit information was presented by the CBO to the Board noting there were zero findings. Discussion followed with no changes to the audit.

Action taken/comments:

Motion __GA____ Second __JK____ Vote __5-0____

D. Acceptance and Certification of June 30, 2018, 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.

Audit information was presented by the CBO to the Board noting there were zero findings. Discussion followed with no changes to the audit. CBO informed that this would be the last audit on this Measure as well as the last Bond Committee meeting.

Action taken/comments:

Motion __GA____ Second __JK____ Vote __5-0____

E. Approve District's School Accountability Report Cards (SARC)

The Board is asked to approve the School Accountability Report Cards for the District's schools: Gravenstein Elementary, Gravenstein First, Hillcrest Middle School, and Community Day. The SARC must be shared with the school board prior to posting for public viewing on the CDE and District websites by February 1st each year.

Administration presented the SARC and noted items to highlight.

Board noted drop in scores at Hillcrest but noted that SED students are excelling. Board also raised questions about enrollment data in the report. Administration pointed out that this item was pulled from other reports that were beyond the schools ability to edit or control.

Action taken/comments:

Motion __JH____ Second __JK____ Vote __5-0____

F. Voluntary Reduction in Assignment

The Board is asked to approve Erin Saunders' request to reduce her Spanish Teacher assignment from .63FTE to .51FTE, retroactively to the start of the 2018-19 school year. Ms. Saunders has elected to reduce the extra hours for the ELD instruction portion of the position but will continue to provide Spanish instruction for 6-8th graders.

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Action taken/comments:

Motion from JH to table to February

Motion __JH____ Second__SS____ Vote __5-0____

G. Discuss and Consider Approval of Board Committee Structure & Assignment

Review previous Board sub-committee assignments and set a structure for Board committees going forward.

SS presented the board with several suggested committees. Board members requested time to review the different committees and possible assignments prior to enacting many of the newly suggested committees

Board moved to form the following adhoc committees at this time:

- Enrich for all Rollout Committee (members GA and JK)
- Parent Foundation Combining Committee (members JH and AK)

Action taken/comments:

Motion __GA____ Second_JK____ Vote __5-0____

H. Review Staff Performance Evaluation Process

Review the performance evaluation process for employees.

This was removed from the Agenda as a General Item at the beginning of the meeting, it was intended as simply an update by Superintendent and Principals and was not an action item. This was covered in Reports and Oral Communications

Action taken/comments:

No action was taken on this item

Motion _____ Second_____ Vote _____

I. Approve Purchase of Window Coverings – Update/Action

The Board will be asked to approve the purchase of window coverings. We have selected roller shades for the Hillcrest classrooms. Bids are provided from three approved vendors. The total purchase amount of the window coverings is over \$15,000 and requires Board approval.

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At this time, the Board is asked to approve a bid for window blinds for Hillcrest classes and offices for \$21,983.98

Action taken/comments:

Motion AK Second JK Vote 5-0

VI. PUBLIC COMMENT ON ITEMS IN CLOSED SESSION

GUTA requested that the board discuss the ERD during closed session and render a final decision so planning can be completed and parents notified.

Adjourned to close session at 8:50

VII. 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. Beyond the Bell Assistant
 - b. Teaching/Student Assistant
 - c. District Nurse
 - d. School Counselor
- 2) Conference with Labor Negotiator
District Negotiator: Jennifer Schwinn, Superintendent
Represented Employees: Gravenstein Union Teachers Assoc.
- 3) Employee Discipline, Release
- 4) Student Discipline
- 5) Superintendent Evaluation

Returned to open session at 10:05pm

VIII. OPEN SESSION

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

Board moved to change the ERD time for Enrich! Program at Hillcrest to 1:30pm for 2018 -2019. Moved: GA Second: JK Vote 4-0-1 (SS abstained)

IX. FUTURE BOARD MEETINGS:

I. Next Regular Board Meeting: Feb 12, 2019 — 5:00 PM

X. ADJOURNMENT 10:08pm

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