

GRAVENSTEIN UNION SCHOOL DISTRICT

3840 TWIG AVENUE
SEBASTOPOL, CA 95472

Board of Education Regular Meeting Agenda

DATE: Tuesday, August 13, 2019

TIME: 5:00 PM

LOCATION: Gravenstein Elementary, Multipurpose Room

I. CALL TO ORDER

Steve Schwartz, President
Gregory Appling, Clerk
Alexander Kahn, Trustee
Jennifer Koelemeijer, Trustee

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.

III. REPORTS, AND ORAL COMMUNICATIONS

- A. Gravenstein Union Teachers' Association
- B. District Site Council
- C. Gravenstein Parent Association, GPA
- D. Trustee Reports
- E. (p. 1) Facilities Report
 - 1. Surplus Materials Update
 - 2. Custodial support
 - 3. Contract amendment for Gravenstein Solar Project
- F. CBO Report
 - Bank account signatory process
- G. Hillcrest Principal Report
 - 1. 18/19 Review
 - 2. 19/20 Enrollment projections, preparations, ENRICH program update
- H. Gravenstein Principal Report
 - 1. 18/19 Review
 - 2. 19/20 Enrollment projections, preparations, ENRICH program update
- I. (p. 7) Superintendent Report
 - 1. Update on Board vacancy
 - 2. Professional Development
 - 3. New Hires

IV. PUBLIC HEARINGS:

None

V. CONSENT AGENDA ACTION ITEM

- A. (p. 8) Approval of Minutes from Special Board Meeting of June 18, 2019, and from the Regular Board Meetings of June 8, 2019 and July 9, 2019**
- B. (p. 28) Warrants**
- C. (p. 37) Payroll**
- D. (p. 38) Approve contract for Food Services with Santa Rosa City Schools**
- E. (p. 44) Approve contract for Nurse Services with West Sonoma County Union High School District**
- F. (p. 48) Approve contract with Lattice Educational Services for special education student**

Action taken/comments:

Motion _____ Second _____ Vote _____

VI. GENERAL ACTION ITEMS

A. Donation Acceptance

The Board will be asked to approve the donation of 20 Carbon Measuring Tapes donated by the Appling family (the Carbon Measuring Tapes are created by Port Blakely Tree Farms, used to measure carbon sequestering in trees, provided by Kelly Stanley Port Blakely employee).

Action taken/comments:

Motion _____ Second _____ Vote _____

B. (p. 50) Approve Memorandum of Understanding (MOU) with the Gravenstein Parent Association (GPA)

The Board will be asked to approve an MOU with GPA addressing the implementation and support of the ENRICH! Program.

Action taken/comments

Motion _____ Second _____ Vote _____

C. Approve the 45 day Revised 2019/20 Budget

The Board will be asked to approve the 45 day Revised Budget for the 2019/20 school year.

Action taken/comments

Motion _____ Second _____ Vote _____

PUBLIC COMMENT ON ITEMS IN CLOSED SESSION

VII. CLOSED SESSION

A. With respect to every item of business to be discussed in closed session pursuant to Section 54957.6

- 1.0 Pending litigation/Student Discipline Update
Report from Legal Counsel on OCR complaint
Status of Students
- 2.0 (p. 52) Superintendent's Calendar
- 3.0 Administrator Performance Updates
- 4.0 Conference with Negotiations team:
GUTA negotiations update

OPEN SESSION

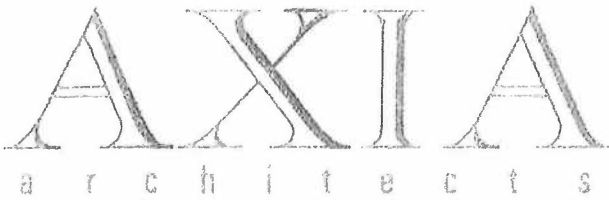
- 1.0 Report Out from Closed Session

VIII. FUTURE BOARD MEETINGS

- A. August 27, 2019, at 5pm – Special Board Meeting, Board Vacancy Interviews**
- B. September 10, 2019 at 5pm**
- C. October 8, 2019 at 5pm**

IX. 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 Eric Hoppes, District Superintendent, Gravenstein Union School District, 3840 Twig Ave., Sebastopol, CA 95472. Telephone (707) 823-7008.



707 542 4652
707 542 3919 Fax

250 D Street
Suite 210
Santa Rosa
CA 95404

PO Box 1000
Santa Rosa
CA 95402

CONTRACT AMENDMENT

DATE:	07.09.2019
TO:	Dave Rose / Superintendent - Gravenstein Union School District
OWNER:	Gravenstein Union School District
AMENDMENT NO:	001
PROJECT:	Gravenstein Elementary School – Solar Photovoltaic Array
PROJECT NO:	988.00

The following revisions shall be made part of the previously signed Agreement for Architectural Services between Gravenstein Union School District and AXIA Architects, dated 10/28/16. All other parts of the previously signed Agreement shall remain unchanged.

- ITEM NO. 1** Upon selection of a solar vendor, the District altered the design from a fixed flat solar array system to a fixed tilt system. This required additional design and engineering by the architect and structural engineer to meet DSA's requirements. The fees for the additional services shall be in accordance with Article 4 of the contract.
- ITEM NO. 2** With the revision to a fixed tilt system, DSA required additional structural calculations and documentation. The vendor did not have the required ICC testing required by DSA. The design team was required to provide additional calculations, research, and drawing details to meet the DSA requirements. The fees for the additional services shall be in accordance with Article 4 of the contract.


An Additional Services fee of \$12,360.00, based on the attached breakdown, shall be in addition to the fee for Basic Services established in Exhibit C.

1. ZFA Structural Engineers, per attached proposal, Item 1	\$ 4,000
2. ZFA Structural Engineers, per attached proposal, Item 2	\$ 3,600
3. Project Architect, see attached spreadsheet for Items 1 & 2	\$ 4,000
4. AXIA's 10% mark-up (on items 1 & 2 only)	\$ 760
Total Fee Increase	\$ 12,360

The schedule for DSA submission was adjusted to reflect the system change for a final approval on June 17, 2019. The remaining portions of the Schedule for Bidding and Contract Award were unimpacted as the solar vendor was already under contract. Construction start was impacted by the system design changes as will begin on or about July 3, 2019.

By signing below the parties agree to the above mentioned revisions and authorize AXIA Architects to proceed.

OWNER:

X  _____

7/22/19
DATE

ARCHITECT:

X  _____

AXIA Architects

7-17-19
DATE

988 - GRAVENSTEIN SOLAR ARRAY REVISIONS
 FEES FOR CONTRACT AMENDMENT 001 - ADDITIONAL SERVICES
 07.09.2019

Approach: Additional hours spent to review solar array system changes and coordinate structural engineer.
 Prepare revised documents for DSA submission including testing methodology and research into the solar rail systems

ITEM	DESCRIPTION OF REVIEW	HOURS	HRLY RATE	TOTALS
Tile Rail Revision	Revision from a Flat Rail System to a Tile Rail System <i>Architect spent additional time coordinating with solar rail vendor. Tracking down cut sheets, installation instructions, and applicable information for proper DSA documentation</i>	10	200 \$	2,000.00
Additional Testing	DSA Required Additional Information for Field Testing <i>DSA Required additional documentation and a methodology for field testing the solar rail system. This was due to the absence of an ICC Testing Report. This is the only type of testing that DSA will accept to prove that a system will meet their structural requirements.</i>	10	200 \$	2,000.00
Total Additional Services Fee for Architecture			\$	4,000.00

ZFA STRUCTURAL ENGINEERS

1212 fourth street | suite z | santa rosa ca 95404 | 707.526.0992 | zfa.com

AGREEMENT

FOR PROFESSIONAL SERVICES

Doug Hilberman
AXIA ARCHITECTS
250 D Street, Suite 210
Santa Rosa, CA 95404

Project Number: 18____.00
Project Name: Gravenstein ES Solar
Support Grid
Location: Sebastopol, CA

Email: dhilberman@axiaarchitects.com
Phone: 707.542.4652

PROJECT DESCRIPTION:

This project includes adding solar panels to the existing stanchions on the roofs of Classroom Buildings A and B at Gravenstein ES. A grid system consisting of Unistrut or similar framing is required between the solar panel railing and the existing stanchions. ZFA will design the grid system and the connection of the grid system to the existing stanchions. The solar panels, panel railing system, and connection of the railing system to the grid system will be designed by the solar manufacturer design engineer.

SCOPE OF SERVICES:

- Coordination meetings
- Structural calculations
- Structural drawing plans and details
- Structural specifications in short format directly on drawings or in project manual format
- Support through public agency approval. Attendance at DSA backcheck or other meetings is not included at this time.
- Construction Administration, Review, and Support is included per below

SPECIAL CONDITIONS:

- Panel and railings systems will be designed so that the maximum loading of the stanchions including the grid system do not exceed the allowable loading on the existing stanchions per DSA application number 01-114764. Revisions to the existing stanchions is not included at this time.
- Panel design engineer to provide railing connection layout and loading reactions to the grid system. Up to three revisions are included, additional revisions will require additional services.
- No additional work at existing or new buildings, or site is expected or included at this time.
- The design and construction phases of the project are assumed to proceed in linear fashion with one permit submittal and concurrent construction.

FEE: HOURLY NOT TO EXCEED \$4000 plus reimbursable expenses

Construction Review and Support Services: Construction Review Services will be performed per the above fee for up to (1) site visit, review of shop drawings (one resubmittal each), and RFI construction clarifications. Structural Engineering for design or owner revisions after permit, justification of Contractor revisions/corrections or differing existing conditions, and justification of substitutions are not included in this fee.

Revisions: Revisions to the scope of the project as defined above and revisions to our work are not included in the fee. All requests for additional or extra work or services must be in writing and will be negotiated as extra work services.

Risk Allocation: Per the AXIA/ZFA Master Agreement. ZFA review and approval of terms and conditions including risk allocation and indemnification of Prime agreement is required in recognition of the relative risks and benefits of the project to both the Client and ZFA.

Offered by:

ZFA STRUCTURAL ENGINEERS



Kevin G. Zucco, SE 4861
Executive Principal

Date: January 20, 2018

Accepted by:

AXIA ARCHITECTS

Signature: _____

Print Name: _____

Date: _____

Terms and Conditions per the AXIA/ZFA Master agreement and the following accompanying pages are hereby incorporated by reference in the entirety as an integral part of this Agreement. Client's acceptance of this Agreement includes full acceptance of all Terms and Conditions without condition or reservation.

ZFA STRUCTURAL ENGINEERS TERMS AND CONDITIONS

1. **EXPIRATION**
This Proposal and Agreement will expire automatically within 90 days from the date this document is issued and signed by ZFA, unless accepted and signed by Client within 90 days thereof, without modification.

2. **ACCESS TO SITE**
Unless otherwise stated, ZFA Structural Engineers will have access to the site for activities necessary for the performance of the services.

3. **HIDDEN CONDITIONS**
If ZFA Structural Engineers has reason to believe that such a condition may exist, the Client shall authorize and pay for all costs associated with the investigation of such a condition and, if necessary, all costs necessary to correct said condition. If 1) the Client fails to authorize such investigation or correction after due notification, or 2) ZFA Structural Engineers has no reason to believe that such a condition exists, the Client is responsible for all risks associated with this condition, and ZFA Structural Engineers shall not be responsible for the existing condition or any resulting damage to persons or property.

4. **CONSTRUCTION MEANS & METHODS**
ZFA Structural Engineers shall neither have control over or charge of, nor be responsible for, the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with Work, since these are solely the Contractor's rights and responsibilities under the Contract Documents.

5. **OTHER PROVISIONS**
ZFA Structural Engineers will prepare drawings and specifications in a timely manner, but ZFA Structural Engineers is not responsible for delays occasioned by factors beyond its control, nor by factors which could not reasonably have been foreseen at the time this agreement was executed. Unless a specific deadline or schedule is agreed to under the Description and Scope of Services, then all work under this Agreement shall be performed in a reasonable time as determined by ZFA Structural Engineers. If Client suspend(s) and restart(s) the work or project, ZFA will be entitled to bill Client for any remobilization and extra costs as agreed upon with client.

6. **COST ESTIMATES**
Any opinion of construction cost offered by ZFA Structural Engineers represents the judgment of a design professional and is supplied for your general guidance, but ZFA Structural Engineers does not guarantee the accuracy of its opinion as compared to actual contractor bids or actual cost to the owner.

7. **BILLING RATES**

Executive Principal.....	\$205.00 per hour	Engineer / Project BIM Mgr	\$110.00 per hour
Senior Principal	\$190.00 per hour	Designer.....	\$100.00 per hour
Principal	\$160.00 per hour	BIM Project Manager	\$110.00 per hour
Senior Associate	\$145.00 per hour	Senior BIM / Draftsperson..	\$100.00 per hour
Associate	\$135.00 per hour	BIM Technician / Drafter	\$95.00 per hour
Senior Engineer	\$120.00 per hour	Engineer/Const Support.....	\$60.00 per hour

ZFA STRUCTURAL ENGINEERS

1212 fourth street | suite z | santa rosa ca 95404 | 707.526.0992 | zfa.com

EXTRA SERVICES AUTHORIZATION

Doug Hilberman
AXIA ARCHITECTS
250 D Street, Ste 210
Santa Rosa, CA 95404

Project Name: Gravenstein ES Solar Support Grid

Project Number: 18046

Extra Services Requested By: AXIA ARCHITECTS

Scope of Services:

- Redesign the solar panel railing and railing support to accommodate the revised solar panel layout and solar panel tilt system as proposed.
- Detailing for the solar panel tilt system and the connection of the tilt system to the railings and solar panels as required by the DSA review comments. The design of the solar panels will be by the solar manufacturer design engineer.
- Produce a written on site testing program for the proposed solar panel system as required by the DSA review comments.

Fee For Extra Services: \$3600
Billing Type: Hourly – Not to Exceed

AUTHORIZATION (two signatures required):

ZFA STRUCTURAL ENGINEERS

By:  Date: 6/12/19
Kevin Zucco, Executive Principal

CLIENT REQUESTING EXTRA SERVICES

By: _____ Date: _____
Print Name: _____

Gravenstein Union School District

New hires for 2019-20 -- Welcome!!!

Gravenstein:

Alex Squires - 4th grade Teacher
Paul Carey - PE and STEM Teacher
Patty Hurtado- Spanish Teacher for grades TK and 5-8
Jennifer Poncey - Food Services
Samantha Inda - Instructional Aide
Elise Antolik - Instructional Aide
Amy Gloeckner - Instructional Aide
Catherine Peirano - Instructional Aide
Meghan Love - Instructional Aide
Jenny Pennington - Instructional Aide
Laeni Gross - Instructional Aide
Rocio Martinez - Instructional Aide
Lynn Powell - Instructional Aide
Deborah Friedman - Instructional Aide
Nancy Ricciardi - Classified Art Instructor

Hillcrest:

Rachel Wittenburg- Math Teacher
Patty Hurtado- Spanish Teacher for grades TK and 5-8
Lori Jones - Food Services
Christine Bartl - Instructional Aide
Michelle Beck- Instructional Aide
Sierra Lembke- Instructional Aide
Amanda Woodmansee- Instructional Aide
Rocio Martinez - afterschool Beyond-the-Bell
Lisa Benz - Lunch Supervision and Office Assistant

District:

Tiana McDowell - Speech

GRAVENSTEIN UNION SCHOOL DISTRICT

3840 TWIG AVENUE
SEBASTOPOL, CA 95472

**Board of Education
Special Meeting Minutes**

DATE: Tuesday, June 18, 2019
TIME: 5:00 PM
LOCATION: Room 13 at Gravenstein Elementary School

I. CALL TO ORDER

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

Call to order at 5:05pm

In attendance all but Schwartz. Board Clerk chairing the meeting.

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.

Only public comment was a request to move Item I to before Item A

JH moves we change the agenda to move Item I to before Item A

Motion JH Second JK Vote 4-0

III. REPORTS, AND ORAL COMMUNICATIONS

A. Gravenstein Union Teachers' Association

No report at this time.

B. District Site Council

No report at this time.

C. Gravenstein Parent Association, GPA

No report at this time.

D. (p. 1) Ideas to address traffic and safety concerns at Gravenstein

KP provided a report on options administration will use to help address traffic and safety concerns. Items may include reduction of daycare rates to increase participation, staff to manage the drop-off line, and staff to manage the teachers parking lot. No need for board action at this time.

Board member asked about the possibility of extending daycare times. KP and WD noted that they have not seen a demand for daycare times to be extended past what is currently offered.

E. (p. 3) Technology for classroom use so that cellphones are not used

Discussion was held related to technology needs for the classroom to replace the current use of students cellphones in the classroom.

Parent requested that the board look into the amount of technology currently being used and whether it is positive for the students to be so technology heavy. DR noted that they are starting to look into it and will make a point to focus on this during the school year.

F. Trustee Reports

GA noted that negotiations have been positive and will speak more with the Board during closed session.

G. Facilities Report

KP (on behalf of BS) noted that DSA has passed the Gravenstein solar project, maintenance will make sure the staff parking lot will receive labeling and installation of staff parking signs.

H. Superintendent Report

1. (p. 4) Completion of the California Commission on Teacher Credentialing approved Administrator Induction Program by Keri Pugno

Reporting that KP has completed her credentialing process.

IV. CONSENT AGENDA

ACTION ITEM

A. (p. 5) Minutes of Regular Meeting May 14, 2019

B. (p. 14) Change to Hillcrest Middle School Overnight Field trip list

C. (p. 15) Calendar with changes around Local Holiday (Easter) and ERD's.

Action taken/comments:

JH requested May 14th minutes be removed and edited.

Board agrees with the changes to the calendar.

JH moves to approve consent agenda with removal of minutes

Motion ___JH___ Second ___JK___ Vote _4-0_____

Minutes...page 10 item F...motion was to include tax and shipping. JH request that the numbers be included in the minutes. Item J the number should have been \$2,700.

GA moves to approve minutes with edit.

Motion ___GA___ Second ___JH___ Vote ___4-0_____

GENERAL ACTION ITEMS

SS Arrived at 5:59pm

A. Consider Next Steps in Rollout of ENRICH! to all district students TK-8th in 2019-20.

Background: At the Dec. 12, 2018 GUSD Board meeting, the Board took 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:

Action taken/comments:

No board action at this time.

Motion _____ Second _____ Vote _____

B. (p. 16, 17, 18) Approve Local Control Accountability Plans for Gravenstein Union Elementary School District, Gravenstein Elementary School and Hillcrest Middle School for the 2019-20 school year with minor changes. (Replacement page for each is attached.)

The Board will be asked to approve the LCAP's for the 2019-20 school year.

Action taken/comments:

WH one paragraph was added/edited. Page 16 below graph there was an addition.

Motion __ JH _____ Second __ JK _____ Vote __ 5-0 _____

C. Approve Gravenstein Union School District 2019-20 Budget.

The Board will be asked to approve the Budget for the 2019-20 school year.

Action taken/comments:

WH PERS and STERS are being increased because of the increase in staff

Motion __ GA _____ Second __ JK _____ Vote __ 5-0 _____

D. (p. 19) Approve MOU with West Sonoma County Union High School District for Nurse services for 2019-20.

The Board will be asked to approve the MOU for Nurse services for the 2019-20.

Action taken/comments:

Board discussed the difference in price from the previous contract and the amount of time included in the contract. WH will look to clarify the issues and bring this item back to the board.

GA motions to table the MOU till WH can provide further clarity.

Motion __ GA _____ Second __ JH _____ Vote __ 5-0 _____

E. (p. 22) Approve MOU with West Sonoma County Special Education Consortium to provide Special Education Services for Gravenstein resident T.M. for 2019-20.

The Board will be asked to approve the MOU for Special Education services for the 2019-20 school year.

Action taken/comments:

Board questioned whether we were joining the consortium. Administration responded not at this time but possibly in the future. The MOU lays the groundwork for that option and is required to be signed a year prior to joining. WH to look into the 15% increase on past years for the MOU

GA motions to table the MOU until the July meeting.

Motion __ GA _____ Second __ JK _____ Vote __ 5-0 _____

F. (p. 25) Approve purchases for STREAM Lab Phase II proposal.

The Board will be asked to consider the approval of the purchases for the STREAM Lab Phase II proposal.

Action taken/comments:

WD presented that we are moving to purchase items for Phase II of the STREAM lab buildout. We are moving to create a second lab to separate the Maker Lab for the Digital Video Media lab. The Board raised a concern that the compressor being purchased was not of a high enough quality and wanted to see what Phase III entailed. Administration will bring Phase III to the board during the 2019-2020 school year.

Parent wants to caution the purchase of so many DSLR cameras because of breakage also notes that there are some other pieces missing like SD cards.

JH motioned to approve the purchase excluding the air compressor with a not to exceed total of \$20,887.00.

Motion ___ JH ___ Second ___ GA ___ Vote ___ 5-0 ___

G. (p. 29) Approve the purchase of 41 65-inch Smart TV's for Hillcrest and Gravenstein classrooms for an amount not to exceed \$32, 390.

The Board will be asked to approve the purchase of new TV's for the classrooms.

Action taken/comments:

KP presented the purchase request for both school and noted that the vendor changed due to Best Buy's ability to accept a PO. Installation will be done by the maintenance department.

SS motion to approve purchase as listed (not to exceed) \$32,390

Motion ___ SS ___ Second ___ JK ___ Vote ___ 5-0 ___

H. (p. 31) Approve Resolution #190618-1 to authorize signers for various bank checking accounts.

The Board will be asked to approve the new signers for various bank checking accounts.

Action taken/comments:

Motion ___ JH ___ Second ___ JK ___ Vote ___ 5-0 ___

I. (p. 32) Approve change to cellphone policy for Parent-Student Handbook.

The Board will be asked to consider new language for the cellphone policy.

Action taken/comments:

(This item was moved to before Item A) Board President SS arrived during the discussion.

Discussion was presented by EH and DR added additional information. Our current policy is in compliance with edcode. Administration suggested that we not change the policy at this time but instead develop a process to review the policy in conjunction with speaking with shareholders and the community. This process can help with changing the culture and allow us to start developing better prevention around the current policy.

Parent was concerned that the school was doing a disservice to the students by not moving to a stricter policy. Parent suggested that we move to a policy that ban's cellphones on the campus. Parent was concerned about the amount of screen time during school hours and the use of phones around social media while on campus. Parent suggested we look at the Twin Hills policy and enforcement. Parent raised the question of "what is the benefit for allowing students to have smart phones on campus.

Parent questioned what problem we are trying to solve and the reasons for changing a policy.

Board suggested a slower process to making a change to policy similar to the process used to look at the change of program process.

JH motion to amend the current policy as listed in the handbook to remove the following sentences (Also, the school office and classroom phones are to be used for school business only. Calls to parents to arrange for social plans are not allowed).

Motion JH Second SS Vote 5-0

J. (p. 33) Approve Consolidated Application for the 2019-20 school year.

The Board will be asked to approve the Consolidated Application for the 2019-20 school year. for Federal Funding.

Action taken/comments:

GA motion to approve application for 2019-20 with the change of SI if required by SCOE

Motion GA Second JH Vote 5-0

V. PUBLIC COMMENT ON ITEMS IN CLOSED SESSION

No public comments

Move to close session at 6:48pm

VI. CLOSED SESSION

A. With respect to every item of business to be discussed in closed session pursuant to Section 54957.6

1.0 Pending Litigation update: Report from Legal Counsel

2.0 Conference with Negotiations team:
GUTA negotiations update

VII. OPEN SESSION

1.0 Report Out from Closed Session

Returned to open session at 7:26

Nothing to report

VIII. FUTURE BOARD MEETINGS

A. July 9, 2019 at 5pm

IX. 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 Eric Hoppes, District Superintendent, Gravenstein Union School District, 3840 Twig Ave., Sebastopol, CA 95472. Telephone (707) 823-7008.

GRAVENSTEIN UNION SCHOOL DISTRICT

3840 TWIG AVENUE
SEBASTOPOL, CA 95472

**Board of Education
Regular Meeting Minutes**

DATE: Tuesday, June 11, 2019
TIME: 5:00 PM
LOCATION: Gravenstein Elementary, Room 13

I. CALL TO ORDER

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

Called to order at 5:04

All present except Trustee Alexander Kahn

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.

Allie Brown (AB) thanked the Board for the continued support of field trips specifically overnight field trips. Provide each member of the Board thank you letters from her 4th grade students. AB also provided background to the board regarding the history and development of several overnight trips. KP add that many students are happy to be able to do so many field trips as well as doing overnight trips (which start in 3rd grade).

III. REPORTS, AND ORAL COMMUNICATIONS

A. Gravenstein Union Teachers' Association

GUTA provided a written report at the meeting

B. District Site Council

No report at this time no meetings currently being held.

C. Gravenstein Parent Association, GPA

No report from GPA at this time. Trustees noted that several had met with the President of GPA to getting additional clarity around the donation request and the

timing. Parent who was present noted that the issues seemed a little opened. More details to be provided soon from GPA

D. (p. 1) 65" Samsung SMART TV's for Gravenstein

KP presented this time as replacements for the projectors in the classrooms. Noted several teachers currently use their own TVs. TVs to be purchased by the district and installed by staff. WD noted that at his last school they had already transitioned to TVs.

Board requested verification on the total number being requested (updated request will be for both campus) and whether the total cost was within spending regulations and if a bid process was needed. WH assured the board that all of this had been checked and we are within regulations. Board was not opposed to the purchase but wanted to be sure where the funding was coming from and clarity on the big picture plan. Item to be brought to the board for approval at the June 18th meeting.

E. (p. 6) TK-2nd school based academic data to support LCAP

Report provided in packet. Discussion over numbers and the noted change in Kindergarten between the beginning of the year and the testing.

F. Trustee Reports

Board members attended the 8th grade dinner and graduation.

G. (p. 8) Facilities Report

Report provided in packet. USA map will be painted on the court yard. Board raised questions about the painting of the map and suggested community be involved. KP said they will look into this but due to time constraints might not be able to. Parents suggested including kids in other painting projects on campus.

H. (p. 10) Hillcrest Principal Report

Report included in the packet. WD spoke regarding graduations and the number of hits on the Facebook page related to the solar installation.

1. (p. 12) Cellphone use policy

Information provided in the packet. Discussion was held regarding the current cellphone policy, enforcement of the policy, and the amount of screen time students face today. Parent raised the issue with the school related to the lack of interaction with kids using phones directly after school and phones being used on campus with teacher approval. Board raised questions related to the use of cellphones on campus with teacher approval. WD noted that cellphones were being used to assist with class projects. Board was concerned with this violation of the policy and suggest that we look at alternatives to students using cellphones on the campus. Board was understanding of the issues related to cellphone use amount students and sympathetic to parents who wish to provide their children with cellphones. Board would like to see the existing policy enforced and administration bring this back at the July meeting for further review and discussion as an actionable item.

2. (p. 13) Handbook additions

Included in packet. WD presented several items the wished to add to the student handbook. Failing grades could affect a students ability to attend the graduation dinner, end of the year class trip, and the graduation ceremony. All overnight chaperones must be fingerprinted for GUSD clearance. A change in the dress code would restrict the use of hoodies to only rainy days (use of hoodie to mean hood is up).

I. (p. 14) Gravenstein Principal Report

Report was included in the packet. Summer school option was attended by over 50% of the students selected. Most conflicts were related to previously planned vacations and daycare. Parent requested that the notice go out a little sooner. Notice only went out to the students targeted for the summer school option and had to wait till grades were in. Next year it could possibly be provided as soon as March.

J. Superintendent Report

1. Update on Principal evaluations

Principal evaluation surveys completed and future review process and goals for the coming year has been developed. Results of the survey and goals have been shared with both principals.

2. (p. 15) CSBA Board policy update

Dates are being scheduled for the Policy Development and Manual Maintenance workshop. Board members would be welcomed but are not required to attend.

3. Jim Horn announcement of retiring from the Board, next steps

Resignation will be effective July 1st. Board, Administration, Teachers and Parents present were grateful for his service to the district.

4. (p. 16) Potential change to approve calendar

Due to the changes to the dates for Easter, the approved calendar will need to be adjusted. Administration will work with the teachers to make this change and bring to the board at the June 18th meeting.

IV. PUBLIC HEARINGS:

1. (Separate attachment) Public Hearing on the District's Local Control Accountability Plan

Public hearing opened at 6:37pm

EH presented the LCAPS developed by Ms. Schwinn. The appointment to review the LCAPS with SCOE has been scheduled. Discussion was held regarding the findings. No public comments. LCAP approval will be considered at the June 18th meeting.

Public hear closed at 6:50pm.

2. (Separate attachment) Public Hearing on the District's 2019-20 Budget

a. Presentation of Budget 2019-20: CBO Wanda Holden will present the proposed budget. The Budget will be considered for approval at the June 18, 2019 meeting.

Public hearing opened at 6:51pm

WH provided a handout with here presentation. Discussion was held related to the budget and the presentation. Budget as listed does not show future donations from GPA nor the Basic Aid Supplement. Deficit shown is currently handled by reserves. No public comment. Will be presented to the board at the June 18th meeting for approval.

Public hearing closed at 7:34pm.

Meeting recessed from 7:35pm – 7:42pm

b. (p. 17) Review of Reserves: The Board will review and discuss the combined assigned and unassigned ending fund balance above the minimum recommended Reserve for Economic Uncertainty, as necessary when reserve amounts exceed recommended reserve requirements.

Discussion was held no action taken or changes made at this time.

V. CONSENT AGENDA

ACTION ITEM

- A. (p. 18) Warrants
- B. (p. 25) Payroll
- C. (p. 16) Approve Bell Schedules for Gravenstein Elementary for 2019-20
- D. (p. 27) Approve Bell Schedules for Hillcrest Middle for 2019-20

Action taken/comments:

Motion to approve the consent agenda

Motion JK Second SS Vote 4-0

VI. GENERAL ACTION ITEMS

A. Consider Next Steps in Rollout of ENRICH! to all district students TK-8th in 2019-20.

Background: At the Dec. 12, 2018 GUSD Board meeting, the Board took 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:

Action taken/comments:

Discussion was held concerning the rollout and some of the concern's parents have raised about communication and level of enrichments. KP and WD have been focused on communication with parents as well as staff regarding the programs for next year. Hiring to staff existing and new positions has continued and been going well.

WD will bring to the board at a future meeting phase two of the STREAM lab.

Board raised concerns regarding the current state and possible increase on traffic at Gravenstein. KP will return to the board with ideas and plans related to traffic.

Parent concern about changes in the enrichments offered to students. Concerned that in 4th grade there will be either band or music offered. Concerned that they will have to make a choice between the two. KP mentioned that this change was partially due to not all students wanting to take band and would rather take music. The schedule can accommodate students who wish to change during the school year.

No action taken at this time.

Motion _____ Second _____ Vote _____

B. (p. 30) Approve Resolution #190611-1 Education Protection Account (EPA).

The Board will be asked to approve Resolution # 190611-1, resulting from the passage of Prop 30, designating the funds to be used to support General Education salaries and benefits.

Action taken/comments:

Motion JH Second SS Vote 4-0

C. Approve change to afterschool shuttle fee.

The Board will be asked to consider making the shuttle from Gravenstein to Hillcrest no cost to families. The anticipated benefit of this will be less cars at Gravenstein.

Action taken/comments:

Discussion was held related to the current charge amount (\$150) and administrations decision to remove instead of simply reducing the amount. Students will still need to register for the program. This will be a one year program that will be reviewed at the end of the 2019-2020 school year.

JH moved that the board remove the fee for the shuttle between Gravenstein and Hillcrest for the 2019-2020 school year.

Motion JH Second SS Vote 4-0

D. (p. 33) Approve 2019-20 CSBA membership and Educational Legal Alliance.

The Board will be asked to approve the annual renewal of the District membership in the CSBA and the Educational Legal Alliance.

Action taken/comments:

JH moves to approve the annual renewal of the District membership in CSBA for \$5,646.00 and ELA for \$1,412.00

Motion JH Second JK Vote 4-0

E. (p. 36) Approve the Management Salary Schedules for 2019-20 and 2020-21.

The Board will be asked to approve the salary schedules for Management employees.

Action taken/comments:

Discussion change existing benefit schedules so that all schedules are providing the same level of benefits at the management level. Suggest for this change came from SCOE during the search for a new superintendent.

Motion __GA____ Second __JK____ Vote __4-0____

F. (p. 38) Approve list of Overnight and Water access fieldtrips for 2019-20.

Board will be asked to approve the list of Overnight and Water access fieldtrips for the 2019-20 school year.

Action taken/comments:

Motion _GA_____ Second __JK____ Vote __4-0____

G. (p. 40) Approve contract for Kindergarten playground surface installation.

Board will be asked to approve the contract for the Kindergarten playground surface demolition and the Pour in Place Surfacing.

Action taken/comments:

KP noted that this item is listed in the facilities plan and the exit location is the TK play area. This would remove the existing rubber tiles and replace it with the same surface that is under the play structure in the 1st and 2nd grade yard.

KP this is already in the facilities plan. It is the TK play area. The rubber tiles are buckling. Going to same surface as what is under play structure in 1 - 2 yard.

JH moved that we approve the Kindergarten playground surface installation for \$39,745.54.

Motion __JH____ Second __JK____ Vote __4-0____

H. (p. 42) Approve purchase and installation of the Berliner IKO M play equipment.

The Board will be asked to approve the purchase and installation of new playground structure for the Gravenstein campus.

Action taken/comments:

Structure details where submitted to RESIG for approve and received clearance.

SS moved to approve the purchase and installation as requested for \$22,364.29

Motion __SS____ Second __JK____ Vote __4-0____

I. (p. 45) Ratify Individual Service Agreement with Greenacre Homes for implementation of current year IEP.

Action taken/comments:

SS moves to ratify

Motion SS Second GA Vote 4-0

J. Remove from Inventory - Surplus textbooks.

The Board will be asked to approve the removal of surplus textbooks from inventory as listed below.

Science materials from Hillcrest Middle:

Discard all unused consumables, teacher materials, and textbooks listed below:

Grade 7-FOCUS ON LIFE SCIENCE by Glencoe Science: ISBN-13-978-0-07-874184-5: Number of books to discard – 37

Grade 8-FOCUS ON PHYSICAL SCIENCE by Glencoe Science: ISBN-978-0-07-879440-7: Number of books to discard – 35

Science materials from Gravenstein Elementary:

Discard all unused consumables, teacher materials, and textbooks listed below:

Houghton Mifflin CA Science Materials for Gravenstein K-5 (adopted prior to 2009)

grade 5: 98 texts (seal cover) ISBN-13: 978-0-618-68619-3

grade 4: 94 texts (black bear cover) ISBN-13: 978-0-618-68618-6

grade 3: 89 texts (puffin cover) ISBN-13: 978-0-618-68617-9

grade 2: 89 texts (garibaldi cover) ISBN-13: 978-0-618-68616-2

grade 1: 85 texts (otter cover) ISBN-13: 978-0-618-68615-5

Action taken/comments:

JH moves that we discard the books listed and recycle or reuse as appropriate.

JH withdraws motion

SS moves that we discard the books listed and recycle or reuse as appropriate and authorize staff to move items to a reuse facility as appropriate.

Motion SS Second JK Vote 4-0

VII. PUBLIC COMMENT ON ITEMS IN CLOSED SESSION

GUTA asked that the Board discuss their healthcare request during closed session.

Moved to closed session at 8:35pm

VIII. CLOSED SESSION

A. With respect to every item of business to be discussed in closed session pursuant to Section 54957.6

1.0 Pending litigation

Report from Legal Counsel on OCR complaint

- 2.0 Appointment of Elementary and Middle School Principals (Government Code sec. 54957)
- 3.0 Public Employment Appointment (Government Code sec. 54957)
Title: Superintendent
- 4.0 Conference with Labor Negotiator (Government Code sec. 54957.6)
Agency Negotiator with Superintendent: Steve Schwartz, Board President
Unrepresented Employee: Superintendent
- 5.0 Conference with Negotiations team:
GUTA negotiations update

Returned to open session at 9:11pm

IX. OPEN SESSION

- 1.0 Report Out from Closed Session
- 2.0 Oral Summary of Terms in the Proposed Superintendent Contract
- 3.0 Consider Approval of Superintendent Contract

Following closed session, the Board presented the terms of the Proposed Superintendent Contract.

SS moved to approve the proposed Superintendent contract with Dave Rose

Motion: SS Second JK vote 4-0

Meeting Adjourned at 9:15pm

X. FUTURE BOARD MEETINGS

- A. June 18, 2019 at 5pm-LCAP and Budget Adoption**
- B. July 9, 2019 at 5pm**

XI. 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 Eric Hoppes, District Superintendent, Gravenstein Union School District, 3840 Twig Ave., Sebastopol, CA 95472. Telephone (707) 823-7008.

GRAVENSTEIN UNION SCHOOL DISTRICT

3840 TWIG AVENUE
SEBASTOPOL, CA 95472

**Board of Education
Regular Meeting Minutes**

DATE: Tuesday, July 9, 2019
TIME: 5:00 PM
LOCATION: Room 13 at Gravenstein Elementary School

I. CALL TO ORDER

Steve Schwartz, President
Gregory Appling, Clerk
Alexander Kahn, Trustee
Jennifer Koelemeijer, Trustee
Vacant, Trustee

Meeting called to order at 5:00pm Trustee Koelemeijer not in attendance.

II. APPROVAL OF AGENDA (If anyone is present for a particular agenda item, the Board may wish to bring that item forward at this time.) Motion to approve agenda.

Motion GA Second AK Vote 3-0

III. 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.

Board recognized the office for all the work inputting all of the families into the electronic system and for the hard work during the transition.

IV. REPORTS, AND ORAL COMMUNICATIONS

- A. Gravenstein Union Teachers' Association (No report)
- B. District Site Council (No report)
- C. Gravenstein Parent Association, GPA (No report)
- D. Gravenstein Elementary Principal's report (No report)
- E. Hillcrest Middle School Principal's report (No report)
- F. Trustee Reports
- G. Facilities Report
 - 1. Hillcrest Solar project update
 - 2. Elementary Solar project update

EH provided the Board with a written report. Board questioned the status of the modernization funding. WH we are still on the list but no update at this time. Parent questioned the status of the darkfiber. WH darkfiber has been approved and installation will begin in September.

H. CBO report

WH currently we are focused on staff hiring and preparing for the coming year staffing needs.

I. Superintendent report

DR has a previous commitment EH present to handle the meeting.

V. INFORMATION/DISCUSSION

A. (p. 1) Trustee Jim Horn's resignation and protocol for filling this vacancy

Application due date was set for August 5th and interviews for August 13th. EH and AK suggested several options for advertisement.

B. (p. 6) LCAP edit updates from our meeting with SCOE (update included in packet)

C. Handbook protocol for cellphone use on campus

EH noted that DR is committed to reviewing the policy looking into what changes if any are needed to the policy, enforcement, and education.

Parent raised her concerns and questioned the lack of response to her e-mail sent to the Board. Board spoke on their decision to go through a process to review the policy while getting input from the community before making a decision. Parent questioned the benefit of a "relaxed cellphone policy" and suggested that the school create a designated cellphone usage area. Board noted that the parent considers the existing policy as to relaxed.

VI. CONSENT AGENDA ACTION ITEMS

A. **Minutes of meetings June 11 and June 18, 2019**

B. (p. 8) **Warrants**

C. (p. 13) **Payroll**

D. (p. 14) **Williams Quarterly Report April for quarter-June 2019: no complaints**

E. (p. 18) **Ratify MOU with SCOE for North Coach Teacher Induction Program services for 2019-20**

F. (p. 26) **Approve new hires and resignation as shown on the HR report**

G. (p. 36) **Approve contract for Jack Correia, School Psychologist for 2019-2020 school year**

Action taken/comments:

GA motioned that minutes be tabled (not ready at release of the packet) Second AK Vote 3-0

GA motioned to approve the consent Agenda minus Item A

Motion GA Second SS Vote 3-0

VII. GENERAL ACTION ITEMS

- A. (p. 28) RESOLUTION NO. 190709-1 ELECTING TO BE SUBJECT TO THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT AT UNEQUAL AMOUNTS FOR EMPLOYEES AND ANNUITANTS WITH RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION.**

The Board will be asked to approve the resolution.

Action taken/comments:

Motion AK Second GA Vote 3-0

- B. (p. 32) RESOLUTION NO. 190709-2 ELECTING TO BE SUBJECT TO SECTION 22895 TO ESTABLISH HEALTH VESTING REQUIREMENTS FOR FUTURE ANNUITANTS UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT WITH RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION.**

The Board will be asked to approve the resolution.

Action taken/comments:

Motion GA Second AK Vote 3-0

VIII. PUBLIC COMMENT ON ITEMS IN CLOSED SESSION

No comments on items in closed session

IX. CLOSED SESSION

Motion to move to Closed Session:

Motion GA Second AK Vote 3-0

Moved to closed session at 5:48pm

- A. With respect to every item of business to be discussed in closed session pursuant to Section 54957.6**

1.0 Pending Litigation update: Report from Legal Counsel

2.0 Conference with Negotiations team:
GUTA negotiations update

X. OPEN SESSION

1.0 Report Out from Closed Session

Returned to open session at 5:58pm
Nothing to report from closed session

Meeting adjourned at 6:00pm

XI. FUTURE BOARD MEETINGS

A. August 13, 2019 at 5pm

XII. 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 David Rose, District Superintendent, Gravenstein Union School District, 3840 Twig Ave., Sebastopol, CA 95472. Telephone (707) 823-7008.

Checks Dated 07/01/2019 through 07/31/2019

Board Meeting Date August 13, 2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1727225	07/03/2019	Benz, Lisa	04-5800	Reimb. Plaques		64.95
1727226	07/03/2019	Parks, Jerie L	04-5950	Reimb. Mailing		60.74
1727227	07/03/2019	Alpha Analytical Laboratories,	04-5830	Water testing for Hillcrest		69.00
1727228	07/03/2019	Fishman Supply Company	01-4370	Gravenstein Custodial Supplies	24.78	
			03-4370	Gravenstein Custodial Supplies	285.00	309.78
1727229	07/03/2019	GCCI INC.	40-6200	Gravenstein Elementary School Phase III		9,221.73
1727230	07/03/2019	Greenacre Homes, Inc	01-5810	NPS 2018-19 Payments		9,869.00
1727231	07/03/2019	Hardware Tech Inc.	01-5830	Replace and install doors- Gravenstein	311.88	
			03-5830	Replace and install doors- Gravenstein	3,586.62	3,898.50
1727232	07/03/2019	Pacific Gas & Electric	01-5520	Light Poles at Grav Elem 2018-19	1.35	
			03-5520	Light Poles at Grav Elem 2018-19	15.45	16.80
1727233	07/03/2019	Ray Morgan Company	01-5633	Copier Contract Charges 2018-19		652.72
1727234	07/03/2019	Sonoma County Office Of Ed.	01-5862	Fingerprinting for staff 2018-19		28.00
1727235	07/03/2019	Sunworks	01-6200	Solar Photovoltaic Design & Installation Contract	4,622.78	
			03-6200	Solar Photovoltaic Design & Installation Contract	15,247.24	
			04-6200	Solar Photovoltaic Design & Installation Contract	16,547.78	
			40-6200	Solar Photovoltaic Design & Installation Contract	27,992.20	64,410.00
1727236	07/03/2019	SyTech Solutions	01-5830	Document Management Services 2018-19	12.54	
			03-5830	Document Management Services 2018-19	150.29	
			04-5830	Document Management Services 2018-19	87.67	250.50
1727237	07/03/2019	Verizon	01-5912	Sup't Phone & Tablet Service for 2018-19	5.06	
			03-5912	Sup't Phone & Tablet Service for 2018-19	60.71	
			04-5912	Sup't Phone & Tablet Service for 2018-19	35.41	101.18
1727238	07/03/2019	West County Transportation	03-5826	Transportation to Ives Pool-Swim Lessons 2019		551.90
1728222	07/10/2019	Advanced Security Systems	01-5800	Fire Alarm Monitoring 2019-20	7.56	
			03-5800	Fire Alarm Monitoring 2019-20	86.94	94.50
1728223	07/10/2019	Business Card	01-4362	Dist Fuel	6.09	
			01-4380	Dist. Maint Supplies	46.05	
			01-4400	Grav Mower	26.88	
				HDMI Cables for grav	1.92	
			01-5830	Survey Monkey	1.84	
			03-4362	Dist Fuel	73.02	
			03-4380	Dist Maint Supplies	754.27	

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The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Checks Dated 07/01/2019 through 07/31/2019

Board Meeting Date August 13, 2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1728223	07/10/2019	Business Card	03-4400	Grav Mower	309.16	
			03-4440	HDMI Cables for grav	22.05	
			03-5830	Survey Monkey	22.20	
			04-4362	Dist. Fuel	42.60	
			04-4380	Dist Maint	350.57	
			04-5830	Survey Monkey	12.95	1,669.60
1728224	07/10/2019	Procure Software, LLC	12-4340	Procure Annual Cloud		768.00
1728225	07/10/2019	California School Boards Assoc	01-5300	CSBA Dues 2019-20	352.90	
			03-5300	CSBA Dues 2019-20	4,234.80	
			04-5300	CSBA Dues 2019-20	2,470.30	7,058.00
1728226	07/10/2019	CASBO	01-5300	CASBO CBO Dues	12.00	
			03-5300	CASBO CBO Dues	144.00	
			04-5300	CASBO CBO Dues	84.00	240.00
1728227	07/10/2019	Fishman Supply Company	01-4370	Gravenstein Custodial Supplies		3,692.98
1728228	07/10/2019	Hardware Tech Inc.	01-5830	Replace and install doors- Gravenstein	635.88	
1728229	07/10/2019	School Loop, Inc.	03-5830	Replace and install doors- Gravenstein	7,312.62	7,948.50
			01-5840	School Loop Subscription 2019-20	140.63	
			03-5840	School Loop Subscription 2019-20	1,687.50	
			04-5840	School Loop Subscription 2019-20	984.37	2,812.90
1728230	07/10/2019	School Specialty	04-4380	Repl White Boards, Hillcrest Rm 3		893.67
1728231	07/10/2019	Sonoma County Office Of Ed.	01-5862	Fingerprinting for staff 2018-19		196.00
1728232	07/10/2019	SYLVANIA Lighting Solutions	01-5830	Sylvania Lighting Solutions Contract	229.80	
			03-5830	Sylvania Lighting Solutions Contract	950.66	
			04-5830	Sylvania Lighting Solutions Contract	4,131.31	5,311.77
1728233	07/10/2019	West County Transportation	04-5826	Bus Transportation -Six Flags 8th Gr Trip #23309	1,363.96	
				Transportation for Rewards Trip-Scandia	404.76	1,768.72
1728234	07/10/2019	Blakeslee Electric Inc	04-9510	Hillcrest - Add additional outlets HMS		1,656.07
1728235	07/10/2019	J. Stanley Correia	01-9510	2018-19 Special Ed Psych Services	10.94	
			03-9510	2018-19 Special Ed Psych Services	1,521.88	
			04-9510	2018-19 Special Ed Psych Services	1,467.18	3,000.00
			01-9510	District Wide Custodial Supplies	26.26	
1728236	07/10/2019	Fishman Supply Company	03-9510	District Wide Custodial Supplies	315.08	
			04-9510	District Wide Custodial Supplies	183.80	525.14
			04-9510	Irrigation Repair Parts for Hillcrest		754.42
1728237	07/10/2019	Horizon	04-9510	Paint for Hillcrest		67.91
1728238	07/10/2019	Kelly-Moore Paint Co. Inc.	04-9510	Special Inspection and Materials Testing		3,556.70
1728239	07/10/2019	LACO Associates	40-9510	Reimb. for Name Plates	1.24	
1728240	07/10/2019	Renee Lott	01-9510			

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Checks Dated 07/01/2019 through 07/31/2019

Board Meeting Date August 13, 2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1728240	07/10/2019	Renee Lott	03-9510	Reimb. for Name Plates	14.48	
			04-9510	Reimb. for Name Plates	3.22	18.94
1728241	07/10/2019	Pacific Gas & Electric	01-9510	Electric and Gas for 2018-19 Gravenstein	157.91	
			03-9510	Electric and Gas for 2018-19 Gravenstein	1,817.58	
			04-5520	Electric and Gas for 2018-19 Gravenstein	373.85	
			04-9510	Electric and Gas for 2018-19 @ Hillcrest	1,998.22	
				Electric and Gas for 2018-19 Gravenstein	22.73	4,370.29
1728242	07/10/2019	Keri Pugno	01-9510	Materials for Summer School Meeting	11.82	
			03-9510	Materials for Summer School Meeting	135.93	147.75
1728243	07/10/2019	Sonoma County Office Of Ed.	04-9510	2018-19 Junior High 7-8 Spelling Bee- Hillcrest		255.00
1728244	07/10/2019	Southern Oregon University	04-9510	Lodging/Meals for Shakespeare Festival 2018		193.70
1728245	07/10/2019	U.S. Bank Equipment Finance	01-9510	Copier Lease for Schools and DO for 2018-19	35.28	
			03-9510	Copier Lease for Schools and DO for 2018-19	423.39	
			04-9510	Copier Lease for Schools and DO for 2018-19	246.96	705.63
1728246	07/10/2019	Weeks Drilling & Pump Co. Inc.	04-9510	Hillcrest Water Service for 2018-19	222.25	30
				Hillcrest- Water Meter Install	3,594.87	3,817.12
1728247	07/10/2019	West County Transportation	01-9510	Special Ed RSY Transportation 2018-2019	2,287.50	
			04-9510	Bus Transportation -Ragle Park	273.08	2,560.58
1728248	07/10/2019	Ally Technology Consulting LLC	01-5840	IT Consultant 2019-20	162.50	
			03-5840	IT Consultant 2019-20	1,950.00	
			04-5840	IT Consultant 2019-20	1,137.50	3,250.00
1728249	07/10/2019	ARC Alternatives	40-5830	Board Approved Prop 39 Consulting		1,087.50
1728250	07/10/2019	Employment Development Dept.	01-9510	Unemployment Taxes for the year 2018-19		737.97
1728251	07/10/2019	Isaac Kuster dba I.A. Kuster Const. Insp.	40-9510	DSA Class I Inspector Gravenstein Phase III	1,890.00	
				DSA Class I Inspector Hillcrest Improvements	1,530.00	3,420.00
1728252	07/10/2019	Schoolwise Inc.	01-5840	Schoolwise & Gradebook 2019-20	527.15	
			03-5840	Schoolwise & Gradebook 2019-20	6,627.80	
			04-5840	Schoolwise & Gradebook 2019-20	4,200.05	11,355.00
1728253	07/10/2019	Spiteri Brothers, Inc.	03-5830	Refresh stage at Gravenstein		4,500.00
1728254	07/10/2019	Weeks Drilling & Pump Co. Inc.	01-5530	Gravenstein Elem Water Service for 2018-19	475.00	

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

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Checks Dated 07/01/2019 through 07/31/2019

Board Meeting Date August 13, 2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1728254	07/10/2019	Weeks Drilling & Pump Co. Inc.	01-9510	Gravenstein Elem Water Service for 2018-19	38.01	
			03-9510	Gravenstein Elem Water Service for 2018-19	436.99	950.00
1729370	07/12/2019	John Deere Financial	01-4380	John Deere - Parts	3.38	
			03-4380	John Deere - Parts	40.57	
			04-4380	John Deere - Parts	23.67	67.62
1729371	07/12/2019	California's Valued Trust	01-9510	Employee's CVT Health Plan Coverage 2018-19	1,719.00	
			01-9572	Employee's CVT Health Plan Coverage 2019-20	42,264.00	43,983.00
1729372	07/12/2019	Dept Of Justice, Acctg Office	01-9510	Fingerprinting for staff 2018-19	13.45	
			03-5862	Fingerprinting for staff 2018-19	2.00	
			03-9510	Fingerprinting for staff 2018-19	161.40	
			04-9510	Fingerprinting for staff 2018-19	94.15	271.00
1729373	07/12/2019	Linda Helton	04-9510	Instructional Supplies		108.49
1729374	07/12/2019	JB Jordan & Associates	03-9510	Tandus Powerbond Rms 1, 2, 3 & 4 @ Gravenstein		14,569.23
1729375	07/12/2019	Recology Sonoma Marin	01-9510	Recology-Gravenstein	31.04	
			03-9510	Recology-Gravenstein	357.07	
			04-9510	Recology-Hillcrest	216.72	604.83
1729376	07/12/2019	Sonoma County Office Of Ed.	03-9510	Laminating @ SCOE	172.24	
			04-9510	Laminating @ SCOE	32.76	205.00
1729377	07/12/2019	U.S. Bank Corporate Payment	01-5202	ESCAPE Workshop	35.00	
			03-4350	TreeRing Yearbook	136.53	
			03-5202	ESCAPE Workshop	420.00	
			04-4350	TreeRing Yearbook	136.52	
			04-4440	Replacement Lamp-Tech	64.99	
			04-5200	Selfcare Workshop	316.71	
1730720	07/19/2019	John Deere Financial	04-5202	ESCAPE Workshop	245.00	1,354.75
			01-9510	John Deere Z920M ZTrak Mower	475.70	
			03-9510	John Deere Z920M ZTrak Mower	5,708.45	
1730721	07/19/2019	Committee For Children	04-9510	John Deere Z920M ZTrak Mower	3,329.94	9,514.09
			01-4310	Second Step Curriculum - K-5	894.36	
			03-4310	Second Step Curriculum - K-5	10,285.16	
1730722	07/19/2019	KONE Inc		Unpaid Sales Tax	852.02-	10,327.50
1730723	07/19/2019	LEGO Education	04-5830	Maintenance Coverage for 2019-20		393.36
			04-4310	EV3 Core Sets-HMS		9,810.59

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Checks Dated 07/01/2019 through 07/31/2019

Board Meeting Date August 13, 2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1730724	07/19/2019	Office Depot	04-4310	Instructional Supplies for Hillcrest 2019-20	201.27	
			04-4359	Instructional Supplies for Hillcrest 2019-20	133.30	334.57
1730725	07/19/2019	Sonoma County Office Of Ed.	01-5812	Business Cards	4.36	
			03-5812	Business Cards	52.28	
			04-5812	Business Cards	30.50	87.14
1730726	07/19/2019	Voyager Sopris Learning, Inc.	03-4310	Special Ed -Language Live! # 00070965	998.38	
			04-4310	Special Ed -Language Live! # 00070965	1,138.56	2,136.94
1730727	07/19/2019	Urmini, Christina	03-4310	Book shelves and cases		355.74
1730728	07/19/2019	ACSIG	01-9573	Employee's Dental Plan Coverage 2019-20		6,790.95
1730729	07/19/2019	Apple Inc.	03-4440	Apple iPad Air and Care Plan 3yr		9,640.28
1730730	07/19/2019	AXIA	40-6210	Gravenstein Modernization, Phase III (Part 2)	1,256.86	
				Modernization - Hillcrest Middle Improvements	2,979.80	4,236.66
1730731	07/19/2019	California School Boards Assoc	01-5880	CSBA Gamut Online 19-20		1,715.00
1730732	07/19/2019	San Joaquin County Office of Education	01-5830	Annual EdJoin Account Fees 2019-20	22.50	
			03-5830	Annual EdJoin Account Fees 2019-20	274.50	
			04-5830	Annual EdJoin Account Fees 2019-20	153.00	450.00
1730733	07/19/2019	Frontline Education	01-5830	Aesop - Absence and Substitute Management 2019-20	160.50	32
			03-5830	Aesop - Absence and Substitute Management 2019-20	1,926.00	
			04-5830	Aesop - Absence and Substitute Management 2019-20	1,123.50	3,210.00
1730734	07/19/2019	National Autism Resources Inc.	01-4310	National Autism Resources	27.14	
			03-4310	National Autism Resources	312.13	
				Unpaid Sales Tax	24.78-	314.49
1730735	07/19/2019	Quill Corp	01-4310	Classroom supplies	11.36	
			01-4400	Refund of Shredder	6.53-	
			03-4310	Classroom supplies	130.58	
			03-4400	Refund of Shredder	78.39-	
			04-4400	Refund of Shredder	45.72-	11.30
1730736	07/19/2019	Sunworks	01-6200	Solar Photovoltaic Design & Installation Contract	11,741.06	
			03-6200	Solar Photovoltaic Design & Installation Contract	38,725.30	
			04-6200	Solar Photovoltaic Design & Installation Contract	42,028.44	

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Checks Dated 07/01/2019 through 07/31/2019

Board Meeting Date August 13, 2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1730736	07/19/2019	Sunworks	40-6200	Solar Photovoltaic Design & Installation Contract	71,095.20	163,590.00
1730737	07/19/2019	Vision Service Plan	01-9574	Employee's Vision Plan Coverage 2019-20		1,916.20
1730738	07/19/2019	Lattice Educational Services	01-9510	Special Ed Services		1,450.52
1730739	07/19/2019	Office Depot	01-4350	District Office Supplies	8.56	
			03-4350	District Office Supplies	64.32	
			04-4310	Instructional Supplies for Hillcrest 2019-20	920.43	
			04-4350	District Office Supplies	39.79	
			04-4359	Instructional Supplies for Hillcrest 2019-20	609.66	1,642.76
1730740	07/19/2019	Petaluma City Schools	01-4440	Reimbursement for MacBook Pro	55.00	
			03-4440	Reimbursement for MacBook Pro	660.00	
			04-4440	Reimbursement for MacBook Pro	385.00	1,100.00
1730741	07/19/2019	Teachers' Curriculum Institute	04-4110	History Alive! 7th Grade Social Studies		865.23
1730742	07/19/2019	West Sonoma County Union High	01-5806	MOU btwn WSCC & Grav 2018-19 for TM	10,773.00	
			01-9510	MOU btwn WSCC & Grav 2018-19 for TM	9,352.00	20,125.00
1731303	07/24/2019	California Department of Tax and Fee Administration	01-9510	2018-19 Use & Sales Tax Due	4.03	
			03-9510	2018-19 Use & Sales Tax Due	702.47	
			04-9510	2018-19 Use & Sales Tax Due	144.50	851.00
1731304	07/24/2019	California's Valued Trust	01-9572	Employee's CVT Health Plan Coverage 2019-20		40,116.00
1731305	07/24/2019	LACO Associates	40-6230	Special Inspection and Materials Testing		2,075.00
1731306	07/24/2019	Lakeshore Learning Materials	03-4310	Classroom Supplies-Basque	91.79	
			03-4359	Classroom Supplies-Basque	20.50	112.29
1731307	07/24/2019	Office Depot	04-4310	Instructional Supplies for Hillcrest 2019-20	699.24	
			04-4359	Instructional Supplies for Hillcrest 2019-20	463.15	1,162.39
1731308	07/24/2019	Palos Sports, Inc.	01-4310	PE Equipment-Carey	15.40	
			03-4310	PE Equipment-Carey	177.22	
				Unpaid Sales Tax	14.68-	177.94
1731309	07/24/2019	Perma Bound Books	03-4210	4th Grade Perma-"Island of the Blue Dolphins"		1,287.95
1731310	07/24/2019	Ray Morgan Company	01-5633	Copier Contract Charges 2019-20		132.49
1731311	07/24/2019	Sonoma County Office Of Ed.	01-9330	PANS 2019-2020	11.71	
			03-9330	PANS 2019-2020	140.48	
			04-9330	PANS 2019-2020	81.95	234.14
1731312	07/24/2019	Stephen Roatch Accountancy	01-5821	2018-19 Audit Contract	355.00	
			03-5821	2018-19 Audit Contract	4,260.00	
			04-5821	2018-19 Audit Contract	2,485.00	7,100.00

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

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Checks Dated 07/01/2019 through 07/31/2019

Board Meeting Date August 13, 2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1731313	07/24/2019	Office Depot	01-4350	District Office Supplies- Open PO for 2019-20	4.85	
			01-4359	Instructional Supplies for Grav Elem/Grav First	43.52	
			03-4350	District Office Supplies- Open PO for 2019-20	58.21	
			03-4359	Instructional Supplies for Grav Elem/Grav First	785.10	
			04-4350	District Office Supplies- Open PO for 2019-20	33.95	925.63
1731314	07/24/2019	Quill Corp	04-4440	Aux Cord for ELA/ SS-Cole		272.79
1731315	07/24/2019	Rose, David P	01-5200	Reimb. Conference and Mileage	15.42	
			03-5200	Reimb. Conference and Mileage	185.00	
			04-5200	Reimb. Conference and Mileage	107.92	308.34
1731316	07/24/2019	AAA Energy Systems, Inc.	04-5630	New Downspout Rm 18 @ Hillcrest		2,839.00
1731317	07/24/2019	All-Guard Alarm Systems, Inc	03-5800	Alarms-Hillcrest & Gravenstein 2019-20 SY	896.25	
			04-5800	Alarms-Hillcrest & Gravenstein 2019-20 SY	614.25	1,510.50
1731318	07/24/2019	Houghton Mifflin Harcourt	03-4110	Student Edition- Reflections 4th Grade		439.28
1731319	07/24/2019	Office Depot	01-4350	District Office Supplies- Open PO for 2019-20	3.58	3
			01-4359	Instructional Supplies for Grav Elem/Grav First	94.89	
			03-4350	District Office Supplies- Open PO for 2019-20	42.88	
			03-4359	Instructional Supplies for Grav Elem/Grav First	1,711.83	
			04-4310	Instructional Supplies for Hillcrest 2019-20	1,136.10	
			04-4350	District Office Supplies- Open PO for 2019-20	25.01	
			04-4359	Instructional Supplies for Hillcrest 2019-20	751.99	3,766.28
1731320	07/24/2019	School and College Legal	01-9510	2018-19 Legal Services Beyond Retainer Jan-June	116.25	
			03-9510	2018-19 Legal Services Beyond Retainer Jan-June	1,395.00	
			04-9510	2018-19 Legal Services Beyond Retainer Jan-June	813.75	2,325.00
1731321	07/24/2019	School Nurse Supply, Inc	04-4390	School Nurse Supplies- Hillcrest-Parks		309.82
1731322	07/24/2019	Sonoma West Publishers, Inc.	01-5880	Sonoma West Times Yearly Subscription	3.00	
			03-5880	Sonoma West Times Yearly Subscription	36.00	

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

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Checks Dated 07/01/2019 through 07/31/2019

Board Meeting Date August 13, 2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1731322	07/24/2019	Sonoma West Publishers, Inc.	04-5880	Sonoma West Times Yearly Subscription	21.00	60.00
1731323	07/24/2019	United Scope LLC	04-4400	Compound Microscopes-Hillcrest		1,415.79
1732107	07/26/2019	Best Buy Stores, L. P.	04-4440	Cameras for Makers Lab		2,706.20
1732108	07/26/2019	MCI Comm Service	12-5911	Daycare Phone Line for 2019-20		14.18
1732109	07/26/2019	Office Depot	01-4350	Counseling Program Supplies	3.12	
			01-4359	Instructional Supplies for Grav Elem/Grav First	97.22	
			01-4400	Counseling Program Supplies	3.60	
			03-4350	Counseling Program Supplies	37.51	
			03-4359	Instructional Supplies for Grav Elem/Grav First	1,753.60	
			03-4400	Counseling Program Supplies	43.03	
			04-4310	Instructional Supplies for Hillcrest 2019-20	19.49	
			04-4350	Counseling Program Supplies	21.89	
			04-4400	Counseling Program Supplies	25.10	2,004.56
1732110	07/26/2019	Really Good Stuff, LLC	04-4310	Class Supplies-Prunetti		23.05
1732111	07/26/2019	School Nurse Supply, Inc	01-4390	School Nurse Supplies- Gravenstein	36.21	
			03-4390	School Nurse Supplies- Gravenstein	416.47	452.68
1732112	07/26/2019	School Specialty	03-4310	Paper for Cursive writing- Haas		49.69
1732113	07/26/2019	SNEZH, LLC	04-4440	Creator Pro 3 D Printer		4,865.84
1732114	07/26/2019	Stripe N Seal Inc	14-5830	Gravenstein Courtyard		6,075.00
1732115	07/26/2019	Alliance Redwoods Conference Grounds	04-5826	6th Grade Alliance Redwoods Trip		3,600.00
1732116	07/26/2019	Greenacre Homes, Inc	01-5810	NPS 2018-19 Payments		3,506.76
1732117	07/26/2019	Small School Districts' Associ	01-5200	New Superintendants Symposium	35.00	
			03-5200	New Superintendants Symposium	420.00	
			04-5200	New Superintendants Symposium	245.00	700.00
Total Number of Checks					110	571,490.59

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	64	159,405.82
03	Gravenstein Elementary Charte	60	153,101.59
04	Hillcrest Middle Charter	66	130,332.49
12	Child Development Fund	2	782.18
14	Deferred Maintenance Fund	1	6,075.00

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Checks Dated 07/01/2019 through 07/31/2019

Board Meeting Date August 13, 2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
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Fund Summary

Fund	Description	Check Count	Expensed Amount
40	Special Reserve-capital Proj	8	122,684.99
	Total Number of Checks	110	572,382.07
	Less Unpaid Sales Tax Liability		891.48
	Net (Check Amount)		571,490.59

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The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Page 9 of 9

Gravenstein Union School District
April Payroll Report

August 13, 2019 Regular Board Meeting

Certificated Salary & Benefits

Regular: \$	56,613.06
Supplemental: \$	1,124.50

Classified Salary & Benefits

Regular: \$	41,124.51
Supplemental: \$	10,909.89

Total Salary & Benefits

\$	109,771.96
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Gravenstein Union School District
Attn: Dave Rose, Superintendent
3840 Twig Avenue
Sebastopol, CA 95472

7/9/2019

Dear Mr. Rose,

Thank you for choosing Santa Rosa City Schools Child Nutrition Services as your meal provider and being a valued customer. SRCS Child Nutrition is committed to providing nutritious meals designed to be both healthy and well received by students. Our meals meet all state and federal requirements, such as less than 30% of calories from fat, less than 10% from saturated fat and within sodium and calorie guidelines.

Our school meals have gone through many changes over the years to increase their nutritional value. We use many local produce growers such as Gabriel Farms and Walker Ranch. Daylight Foods Produce Company, Tofu, Yu from Berkeley, and Clover Stornetta are some of the local premium food products used in our kitchen.

There is no Trans-fat in any of our food. On request, we offer sack lunches and a nutrient analysis of our menus. There are several entrée choices including a vegetarian choice every day. No peanuts are offered in any of our meals.

Enclosed you will find the 2019-2020 Contract for vended Meal Services from Santa Rosa City Schools, Child Nutrition Services. Please complete the following and return as soon as possible.

1. Sign and return original to us, along with a copy of your 2019-2020 calendar.
2. Make a copy for your records.

The contract is not valid until these items are received by SRCS CNS Thank you for your continued business, and we look forward to serving you this upcoming school year.

Sincerely,

Ed Burke, RD
Director of Child Nutrition Services
Santa Rosa City Schools
707 890 3800
eburke@srcs.k12.ca.us

CONTRACT

AGREEMENT FOR VENDED MEAL SERVICES

This AGREEMENT, for the period July 1, 2019 through June 30, 2020, is hereby entered into between City of Santa Rosa High School District of the State of California, hereinafter referred to as "CITY SCHOOLS" and: Gravenstein Union School District, hereinafter referred to as: District.

WHEREAS, CITY SCHOOLS has the capability for providing vended meal services and Reimbursable Lunches to various sites and programs on a cost-reimbursement basis:

NOW THEREFORE: the parties hereto agree as follows:

CITY SCHOOLS SHALL:

(1) Prepare and deliver Reimbursable Lunches, excluding milk, using the Santa Rosa City Schools Choice Menu to:

See Attachment A

By 11:00 a.m.

EACH SCHOOL DAY, including minimum days, in accordance with the number of meals requested for that day. Eating utensils, straws, and napkins will also be provided.

(2) Be responsible for meeting the nutritional standards for Reimbursable Lunches as set forth by the United States Department of Agriculture for the National School Lunch Program, and also for the quality of the lunches at the time of delivery.

(3) Pick up transport baskets from the previous day's delivery at the time of the current day's delivery.

(4) Present itemized invoice the tenth working day of each month for the previous month's deliveries.

Reimbursable breakfasts for elementary and secondary schools will be billed at one dollar and seventy-five cents (\$1.75) each, NOT including milk.

Reimbursable lunches will be billed at the rate of three dollars (\$3.00) each for elementary, NOT including milk, and three dollars and twenty-five cents (\$3.25) each for secondary, NOT including milk.

(5) Assume all liability for proper use and protection of surplus commodities assigned to District. Commodities will only be used for the preparation of lunch meals and may not be sent to sites for snacks.

(6) Provide District with a monthly menu one week prior to the beginning of the month covered by said menu.

(7) Maintain all necessary records on the nutritional components of the lunches and the number of lunches delivered to and make said records available for inspection by the State and Federal authorities upon request.

(8) Shelf stable meals will be provided in the event your District is open on a scheduled CITY SCHOOLS holiday.

(9) CITY SCHOOLS shall charge for a minimum of fifteen (15) lunches at any given site. Fewer lunches may be received, but CITY SCHOOLS will not charge less for a regularly scheduled stop.

(10) Sack lunches can be provided for field trips with ten (10) working days' notice to the site providing lunches.

District SHALL:

(1) A. **Orders must be placed by 9:30 AM two days in advance** to ensure we will have the number of lunch choices available and for the efficient operation of our services. Shelf stable meals are available to purchase as a back-up supply, should you ever need additional meals.

B. Ensure that adequate storage shall be provided for the lunches from time of delivery until served to the student in accordance with Health and Safety Codes.

C. Ensure that lunches are heated to 165 degrees in accordance with Health and Safety Code #27601.

D. Ensure that an employee is available at sites each school day to verify quality and quantity of said lunches. Errors in count called in shall be the responsibility of District.

E. Ensure that lunches are delivered and served at sites approved on the District National School Lunch Agreement.

Failure to comply shall constitute sufficient reason for CITY SCHOOLS to immediately cease providing lunches under this AGREEMENT.

(2) Provide CITY SCHOOLS with school calendars. Each site shall give notice to CITY SCHOOLS Central Kitchen Manager of calendar changes. Also, notice must be given for minimum day meal requirements and any holidays not clearly indicated on the calendar. **THIS NOTICE MUST BE GIVEN TWO (2) WORKING DAYS PRIOR TO SAID SCHEDULE CHANGE.**

(3) Provide personnel to serve lunches, clean the serving and eating areas, assemble and deliver transport baskets by Santa Rosa City Schools delivery the next day.

(4) Establish collection procedures which are in accordance with State and Federal regulations relating to the overt identification of needy students, and keep accurate records of the number of free, reduced price, paid, and adult lunches served daily.

(5) Prepare all claims for reimbursement under its own agreement number, receive and approve all free and reduced price meal applications, and maintain all necessary records to substantiate the above items.

(6) Assign to CITY SCHOOLS one hundred percent (100%) of the commodities to which District is entitled and the responsibility for proper use of such commodities. If there is a short-fall of commodities, cash-in-lieu of commodities shall be given to CITY SCHOOLS. Commodities may not be sent to school sites except as they appear on the listed menu.

(7) Pay CITY SCHOOLS within 60 days of invoice or a fee of 1% will be charged on the balance due.

(8) Order, provide, and pay for all milk served with the reimbursable lunches.

TERM

This AGREEMENT becomes effective this day July 1, 2019, and will continue until June 30, 2020. This AGREEMENT may be renegotiated and renewed as revised and agreed upon by both parties. This AGREEMENT is valid through June 30, 2020.

TERMINATION/INDEMNIFICATION

Termination Gravenstein Union
~~CITY SCHOOLS~~ may terminate this AGREEMENT, with or without cause, upon 30 days' written notice to DISTRICT.

Indemnification

To the fullest extent permitted by law, each party shall defend, indemnify, and hold the other party, its Governing Board, officers, agents, and employees harmless from and against any and all liability, loss, expense (including reasonable attorney's fees), or claims for injury or damages arising out of the performance of this AGREEMENT but only in proportion to and to the extent such liability, loss, expense, or claims for injury or damages are caused by or result from the willful or intentional misconduct or negligent acts or omissions of the indemnified party, its officers, employees, volunteers, or agents.

Each party to this agreement understands and is aware that the School and College Legal Services, Sonoma County Office of Education, provides legal advice and services to each of the parties on this and other matters. Each party has no objections to the representation of the other parties by the same legal counsel.

APPROVED BY

By 
Signature
Gravenstein Union
School District/Agency

Superintendent
Title
7/22/19
Date

APPROVED BY

CITY OF SANTA ROSA HIGH SCHOOL DISTRICT

By _____
Assistant Superintendent-Business Services

Date

Board Approved:

Legal Counsel

Date

ATTACHMENT A

GRAVENSTEIN UNION SCHOOL DISTRICT

Gravenstein Elementary School
3840 Twieg Avenue
Sebastopol, CA 95472

Hillcrest Middle School
725 Bloomfield Road
Sebastopol, CA 95472



Wanda Holden <wholden@grav.k12.ca.us>

Nursing cost

2 messages

Mary Schafer <mschafer.do@wscuhd.k12.ca.us>
To: wholden@grav.k12.ca.us
Cc: Kathryn Davy <kdavy.do@wscuhd.k12.ca.us>

Tue, Aug 6, 2019 at 1:08 PM

Hi Wanda,

I understand your board wants to know why there was a change in the Nurse rate between last year and this year. Salary and benefits changes do account for some of the difference, however, the major reason for the change is the fact that actual costs were impacted by mid-year changes in staffing and usage. In 2018-19 the rate we charged was an estimate based on the information we had at that time. The actual daily rate that Consortium members paid at the end of the year was \$707. The new MOU reflects our estimate at \$680 based on staffing and usage information we have today.

Please let me know if you have any questions.

Thanks,
Mary Schafer
Chief Business Official
WSCUHSD
707-824-6415

Wanda Holden <wholden@grav.k12.ca.us>
To: Mary Schafer <mschafer.do@wscuhd.k12.ca.us>
Cc: Kathryn Davy <kdavy.do@wscuhd.k12.ca.us>

Tue, Aug 6, 2019 at 1:10 PM

Hi Mary,

This is very helpful, thanks!

[Quoted text hidden]

--

Wanda Holden
Chief Business Officer
Gravenstein Union School District
707-823-7008

MEMORANDUM OF UNDERSTANDING SPECIAL EDUCATION SERVICES

This Memorandum of Understanding ("MOU") is dated for identification purposes as of June 6, 2019 and is entered into by and between Gravenstein Union School District (GUSD) and West Sonoma County Union High School District (WSCUHSD).

RECITALS

1. By means of this MOU, the parties wish to establish a fee for Nurse services provided by a WSCUHSD Credentialed School Nurse to be delivered at GUSD.

GENERAL PROVISIONS

1. Services. School Nurse services to be delivered in accordance with the health and IEP needs at GUSD. This service will include student screening, assessment, direct and consultation service, report writing and IEP attendance as assigned by the GUSD administrators.

2. Term. Provider shall commence providing services under this MOU August 12, 2019 and will continue through June 4, 2020. This MOU may be renewed for an additional term upon written agreement by all parties.

3. Cost agreements:

- GUSD agrees to pay a fee of \$680.00 per day for 55 school days for a total not to exceed \$37,400.00. One school day is 7.5 hours.

4. Termination. This MOU is subject to termination upon thirty (30) days written notice to the either party. Each agency (district or GUSD) shall notify the other of termination in writing.

5. Hold Harmless: GUSD agrees to and does hereby indemnify, hold harmless and defend WSCUHSD and its officers, agents, and employees from every claim or demand made and every liability, loss, damage or expenses, of any nature whatsoever, which may be barred by reason of any act, neglect, default, or omission of the other party arising out of, or in any way connected with the services covered by this MOU, except for liability for damages which result from the sole negligence or willful misconduct of WSCUHSD or its officers, employees or agents.

WSCUHSD agrees to and does hereby indemnify, hold harmless and defend GUSD and its officers, agents, and employees from every claim or demand made and every liability, loss, damage or expenses, of any nature whatsoever, which may be barred by reason of any act, neglect, default, or omission of the other party arising out of, or in any way connected with the services covered by this MOU, except for liability for damages which result from the sole negligence or willful misconduct of GUSD or its officers, employees or agents.

7. Compliance with Applicable Laws. WSCUHSD agrees to comply with all federal, state, and local laws, rules, regulations, and ordinances that are now or may in the future become applicable to WSCUHSD or its business, equipment, and personnel engaged in operations covered by this MOU or accruing out of the performance of such operations.

8. Entire Agreement/Amendment. This MOU and any attachments constitute the entire agreement among the parties to it and supersede any prior or contemporaneous understanding or agreement with respect to the services contemplated, and may be amended only by a written amendment executed by both parties.

9. Notice. All notices or demands to be given under this MOU by either to the other shall be in writing and given either by (a) personal service or (b) by postage prepaid U.S. Mail, registered or certified, return receipt requested. Service of notice or demand shall be considered given when received if personally served or, if mailed, on the second day after deposited at any U.S. Post Office. The address to which notices or demands may be given by either party may be changed by written notice given in accordance with the notice provisions of this section. At the date of this MOU, the addresses of the parties are as follows:

GUSD
3840 Twig Avenue
Sebastopol, Ca. 95472

WSCUHSD
West County Consortium
462 Johnson Street
Sebastopol, Ca. 95472

10. Severability. If any term, condition or provision of this MOU is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force and effect, and shall not be affected, impaired or invalidated in any way.

11. Governing Law. The terms and conditions of this MOU shall be governed by the laws of the State of California with venue in Sonoma County, California and no other county.

12. Authority. Each individual executing this MOU, or its counter part, on behalf of the respective party thereto, warrants that he/she is authorized to do so and that this MOU constitutes the legally binding obligation of the party which he/she represents.

Attached Memorandum outlines specific details of service and cost estimate.

THIS AGREEMENT IS ENTERED INTO THIS DAY OF June 6, 2109

GUSD

By: _____
Signature

Title

WSCUHSD

By: _____
Signature

Kathryn Davy, Director WCC

Title

EXHIBIT B: Individual Service Agreement (ISA)

Nonpublic School: Lattice Educational Services Local Education Agency: Gravenstein Union School District

Pupil's Name: [REDACTED] Sex: [REDACTED] Birthdate: [REDACTED] Grade: [REDACTED] Primary Disability: ID/OI

Residential Setting: HOME FOSTER LCI Parent/Guardian's Name: [REDACTED]

Pupil's Address: [REDACTED] LCI/FFH Lic. Number: _____

All terms and conditions of the current Sonoma County Special Education Local Planning Area Master Contract for Nonpublic, Nonsectarian School/Agency Service (NPS/NPA), hereinafter referred to as the "Contract," are incorporated herein by this reference. Contractor will implement the pupil's Individualized Education Program (IEP) in accordance with this Individual Service Agreement (ISA) and the Contract. Invoices shall be submitted based on actual service provided and attendance standards in the Contract.

A. Daily Tuition Estimate: Pupil shall be enrolled at NPS commencing on 6/7/2019, and ending on 7/3/2019, unless earlier terminated by notice from LEA upon pupil's change of residence, change of placement or termination of the Master Contract.

Number of Regular School Year Days		Rate Per Day	\$208.69	Total Regular School Year Basic Education Costs	\$0.00	
Number of ESY Days	19	Rate Per Day	\$208.69	Total ESY Basic Education Costs	\$3,965.11	
K-8 th Partial Day Student - Number of Regular School Year Days		K-8 th /13 ⁺ Rate Per Minute	\$0.66	Number of minutes per day	Partial Day Student - Total Regular School Year Basic Education Costs	\$0.00
9 th -12 th Partial Day Student Number of Regular School Year Days		9 th -12 th Rate Per Minute	\$0.58	Number of minutes per day	Partial Day Student - Total Regular School Year Basic Education Costs	\$0.00
Partial Day Student - Number of ESY Days		K-8 th /13 ⁺ Rate Per Minute (ESY)	\$0.66	Number of minutes per day	Partial Day Student - Total ESY Basic Education Costs	\$0.00
Total Instructional Days	19	Total Basic Education Costs - Adjusted Annually			\$3,965.11	

B. Nonpublic Agency Services and/or Designated Instruction & Related Services Estimate:

SERVICE	SERVICE START DATE	MASTER CONTRACT RATE	DURATION - MINUTES PER SESSION	FREQUENCY Times per Week or Month	WEEK MONTH OR YEAR	ESTIMATED ISA SERVICE SESSIONS	HOURS PER YEAR	ESTIMATED TOTAL = Cost per hour x estimated service hours or sessions
1. District of Residence Transportation Home to School		\$0.00			N/A	19		\$0.00
2. Individual Speech	6/7/19	\$99.19	60	week	N/A	1.00	4.0	396.76 JD
3. Speech Assessment/IEP Meetings		\$99.19	60	1 LAK	N/A	0.00	0.00	0.00
4. Group Speech		\$49.59			N/A			\$0.00
5. Temporary Support Assistant - TSA		\$22.31			N/A			\$0.00
6. Lunch Reimbursement Expense Per Day		\$4.20			N/A			\$0.00
7. Occupational Therapy - OT	6/7/19	\$99.20	300	Year	N/A	0.00	0.5	49.60 JD
8. Occupational Therapy - OT Assessment/IEP Meetings		\$99.20	60	YEAR	N/A	0.00		\$0.00
9. Individual/Family Counseling		\$77.61			Week			\$0.00
10. Group Counseling		\$38.14			N/A			\$0.00
11. Health and Nursing Services		\$99.19			Week			\$0.00
Maximum NPA Services and/or Designated Instruction & Related Services Cost - Estimate								446.36 JD
<i>Estimate Per DIEM</i>	\$245.24	Maximum Total Basic Education & DIS/Related Services Cost - Estimate						4411.47 JD

C. Individual Pupil Specifications: _____

The parties hereto agree to comply with the terms of the Master Contract & hereby execute this ISA by and through their duly authorized agents or representatives

Nonpublic School: Lattice Educational Services

Local Educational Agency: Gravenstein Union School District

[Signature] 7/11/19
 (Authorized Signature) (Date)
 3273 Airway Drive Suite A
 Santa Rosa, CA 95403
 Phone (707) 571-1234 Fax (707) 571-1230

 (Authorized Signature) (Date)
 3840 Twig Ave.
 Sebastopol, CA 95472
 Phone 707-823-7008 Fax 707-823-2108

EXHIBIT B: Individual Service Agreement (ISA)

Nonpublic School: Lattice Educational Services Local Education Agency: Gravenstein Union School District
 Pupil's Name: _____ Sex: _____ Birthdate: _____ Grade: 8 Primary Disability: ID/OI
 Residential Setting: HOME FOSTER LCI Parent/Guardian's Name: _____
 Pupil's Address: _____ LCI/FFH Lic. Number: _____

All terms and conditions of the current Sonoma County Special Education Local Planning Area Master Contract for Nonpublic, Nonsectarian School/Agency Service (NPS/NPA); hereinafter referred to as the "Contract," are incorporated herein by this reference. Contractor will implement the pupil's Individualized Education Program (IEP) in accordance with this Individual Service Agreement (ISA) and the Contract. Invoices shall be submitted based on actual service provided and attendance standards in the Contract.

A. Daily Tuition Estimate: Pupil shall be enrolled at NPS commencing on 08/14/2019, and ending on 07/02/2020, unless earlier terminated by notice from LEA upon pupil's change of residence, change of placement or termination of the Master Contract.

Number of Regular School Year Days	180	Rate Per Day	\$215.49	Total Regular School Year Basic Education Costs	\$38,788.20
Number of ESY Days	20	Rate Per Day	\$215.49	Total ESY Basic Education Costs	4309.80 ³⁰
K-8 th Partial Day Student - Number of Regular School Year Days		K-8 th /13+ Rate Per Minute	\$0.68	Number of minutes per day	Partial Day Student - Total Regular School Year Basic Education Costs \$0.00
9 th -12 th Partial Day Student Number of Regular School Year Days		9 th -12 th Rate Per Minute	\$0.60	Number of minutes per day	Partial Day Student - Total Regular School Year Basic Education Costs \$0.00
Partial Day Student - Number of ESY Days		K-8 th /13+ Rate Per Minute (ESY)	\$0.68	Number of minutes per day	Partial Day Student - Total ESY Basic Education Costs \$0.00
Total Instructional Days	200	Total Basic Education Costs - Adjusted Annually			43,098.00³⁰

B. Nonpublic Agency Services and/or Designated Instruction & Related Services Estimate:

SERVICE	SERVICE START DATE	MASTER CONTRACT RATE	DURATION - MINUTES PER SESSION	FREQUENCY Times per Week or Month	WEEK MONTH OR YEAR	ESTIMATED ISA SERVICE SESSIONS	HOURS PER YEAR	ESTIMATED TOTAL = Cost per hour x estimated service hours or sessions
1. District of Residence Transportation Home to School		\$0.00			N/A	199		\$0.00
2. Individual Speech	8/14	\$102.42	60	Week	N/A		42.0	4301.64 ⁰⁰
3. Speech Asses/IEP	8/14	\$102.42	60	YEAR	N/A		8.00	\$819.36
4. Group Speech		\$51.21			N/A			\$0.00
5. Temporary Support Assistant - TSA		\$23.04			N/A			\$0.00
6. Lunch Reimbursement Expense Per Day		\$4.20			N/A			\$0.00
7. Occupational Therapy - OT	8/14	\$102.43	300	YEAR	N/A		5.00	\$512.15
8. Occupational Therapy - OT, Asses/IEP	8/14	\$102.43	60	YEAR	N/A		8.00	\$819.44
9. Individual/Family Counseling		\$80.14			Week			\$0.00
10. Group Counseling		\$39.38			N/A			\$0.00
11. Health and Nursing Services		\$102.42			Week			\$0.00
Maximum NPA Services and/or Designated Instruction & Related Services Cost - Estimate								6452.59⁰⁰
<i>Estimate Per DIEM</i>	\$236.59	Maximum Total Basic Education & DIS/Related Services Cost - Estimate						49,550.59⁰⁰

C. Individual Pupil Specifications: _____

The parties hereto agree to comply with the terms of the Master Contract & hereby execute this ISA by and through their duly authorized agents or representatives

Nonpublic School: Lattice Educational Services

Local Educational Agency: Gravenstein Union School District

[Signature] 7/11/19
 (Authorized Signature) (Date)
 3275 Airway Drive Suite A
 Santa Rosa, CA 95403
 Phone (707) 571-1234 Fax (707) 571-1230

[Signature] 7/17/19
 (Authorized Signature) (Date)
 3840 Twig Ave.
 Sebastopol, CA 95472
 Phone 707-823-7008 Fax 707-823-2108

Memorandum of Understanding between Gravenstein Parent Association and Gravenstein Union School District

This Memorandum of Understanding ("MOU") is dated for identification purposes as of August 13, 2019 and is entered into by and between Gravenstein Parent Association (GPA) and Gravenstein Union School District (GUSD) for the 2019-2020 school year.

GUSD will

- Develop the ENRICH! Program and provide qualified staffing, curriculum, facilities, and all other components of a successful public charter school.
- Work with Independent Contractors to schedule enrichment classes to provide instruction to GUSD students.
- Solicit funds from parents for field trips, including both day and overnight trips
- GUSD will communicate with the community
 - Importance of GPA donation
 - Send copy of commitment form to students with registration paperwork and make it a required form.
- If GPA experiences a shortfall in its parent donations and is unable to cover the contracted amounts of Enrichment Contractors, GUSD will agree to be billed for these expenses. GPA defines a shortfall as maintaining less than four months of operating expenses in reserves with an additional \$25,000 for teacher support.
- The District understands its role in the overall creation and development of the ENRICH! Program and acknowledges ultimate financial responsibility.
- Monitor and evaluate the financial sustainability of the ENRICH! Program and provide financial updates quarterly to inform stakeholders of program sustainability.

GPA will:

- Understand its role in collecting donations that directly supports the sustainability and long-term success of the ENRICH! Program.
- Contract with District-approved Independent Contractors for enrichment services provided to GUSD students.
- If donations received from parent donations exceeds the expense of independent contractors, GPA will aim to reimburse the District for enrichment services provided to GUSD students by GUSD staff.

Memorandum of Understanding between Gravenstein Parent Association
and Gravenstein Union School District

- Solicit parent donations to cover costs of enrichment classes, which fall outside the state and local school's funding model.
 - GPA will communicate with the school community through a variety of methods
 - reinforce the reality that the ENRICH! program still requires donations to thrive as it is currently designed - both in the number of families donating as well as the level of those donations.
- Monitor and track donation amounts to provide financial updates to the District monthly to allow the District to include revenue in interim reports.

Dated: _____

Steve Schwartz, President GUSD Board of Trustees

Megan Kaun, President, GPA Board of Directors

GPA Board Approved: _____

GUSD Board Approved: _____

Gravenstein Union School District 2019-20 SCHOOL YEAR CALENDAR

Dave's work schedule

Board Approved: June 18, 2019

Month Year	S	M	T	W	Th	F	S	End of Grading Period Grading Reports Sent Home	Instr Days	Certificated Employee Workdays
Jul-19 (14)	7	8	9	10	11	12	13	July 4 Independence Day Holiday - No School		
Aug 2019 (22)	4	5	6	7	8	9	10	Aug. 12 District-directed Work Day Aug. 13 District-directed Work Day Aug. 14 First Day of School Aug. 22 Early Release Day	13	15
Sept 2019 (20)	1	2	3	4	5	6	7	Sept. 2 Labor Day Holiday - No School Sept. 12 Early Release Day Sept. 25 Trimester 1 Progress Reports Sent Home Sept. 26 Early Release Day	20	20
Oct 2019 (23)	6	7	8	9	10	11	12	Oct. 11 No School for Students - Parent Conferences Oct. 17 Early Release Day Oct. 31 Early Release Day	22	23
Nov 2019 (16)	3	4	5	6	7	8	9	Nov. 1 Local Holiday - No School Nov. 8 End of Trimester 1 Grading Period Nov. 11 Veterans' Day Holiday - No School Nov. 14 Early Release Day Nov. 20 Trimester 1 Report Cards Sent Home Nov. 27-29 Thanksgiving Break - No School	16	16
Dec 2019 (15)	1	2	3	4	5	6	7	Dec. 12 Early Release Day Dec. 23-Jan. 3 Winter Break - No School	15	15
Jan 2020 (19)	5	6	7	8	9	10	11	Jan. 9 Trimester 2 Progress Reports Sent Home Jan. 16 Early Release Day Jan. 20 Martin Luther King Holiday - No School Jan. 24 100th Day of School	19	19
Feb 2020 (18)	2	3	4	5	6	7	8	Feb. 10 Lincoln's Day Observed - No School Feb. 13 Early Release Day Feb. 17 Presidents' Day Observed - No School Feb. 25 End of Trimester 2 Grading Period Feb. 27 Early Release Day	18	18
Mar 2020 (17)	1	2	3	4	5	6	7	Mar. 5 Trimester 2 Report Cards Sent Home Mar. 16-20 Spring Break - No School	17	17
April 2020 (20)	5	6	7	8	9	10	11	Apr. 9 Early Release Day Apr. 10-13 Local Holiday (Easter) - No School Apr. 29 Trimester 3 Progress Reports Sent Home Apr. 30 Early Release Day	20	20
May 2020 (20)	3	4	5	6	7	8	9	May 25 Memorial Day Holiday - No School May 26 Early Release Day May 27 Early Release Day May 28 Minimum Day May 29 Minimum Day & Last Day of School 3rd Trimester Report Cards Sent Home	20	20
June 2020 (21)	7	8	9	10	11	12	13			
	14	15	16	17	18	19	20			
	21	22	23	24	25	26	27			
	28	29	30							
								52	0	0
									180	183

225 ✓