

Board of Education

Regular Meeting Agenda

DATE: Thursday, November 12, 2020
TIME: 5:00 PM
LOCATION: Gravenstein Elementary, Multipurpose Room

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

[Zoom Link](#)

- I. **CALL TO ORDER AT 5:00 PM**
- II. **ADOPTION AND APPROVAL OF THE AGENDA**
Approval of the agenda for November 12, 2020 (2 min.)

Action taken/comments:

Motion _____ Second _____ Vote: SDS: _____ GA: _____ PL: _____ JK: _____

AK: _____

- III. **REPORTS, AND ORAL COMMUNICATIONS**
 - A. **(p.1) Gravenstein Principal** (10 min.)
 - B. **(p.2) Hillcrest Principal** (10 min.)
 - C. **Gravenstein Union Teachers' Association** (5 min.)
 - D. **District Site Council** (0 min.)
 - E. **(p.4) Gravenstein Parent Association, GPA** (5 min.)
 - 1. **September Financials**
 - 2. **Minutes from September 15, 2020**
 - 3. **Agenda for October 20, 2020**
 - F. **Trustee Reports** (5 min.)
 - G. **Reserve Strategy Committee** (5 min.)
 - H. **Racial Justice Committee** (5min.)
 - I. **Master Plan Committee** (5 min.)
[Current Master Plan](#)
 - 1. **Update on work with Counterpoint and Quattrocchi Kwok Architects (QKA)**
 - J. **(p.19) Facilities Report** (5 min.)
 - K. **(p.20) CBO Report** (5 min.)

- L. **Superintendent Report/District Correspondence (15 min.)**
 - 1. **Questions from October Board Meeting**
 - 2. **Tobacco Use Prevention Education (TUPE), George Sotiras**
 - 3. **(p.27) West County Union High School District Unification Plan**

IV. PUBLIC COMMENT (15 min.)

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.

- V. **CONSENT AGENDA (2 min.)** **ACTION ITEM**
 - A. **(p.28) Warrants**
 - B. **(p.34) Payroll**
 - C. **(p.35) Minutes from the Regular Board Meetings of September 10, 2020 and October 8, 2020, the Special Board Meeting of September 17, 2020, and the Board Study Session of October 1, 2020**
 - D. **(p.73) Purchase of 13 AeraMax Pro4 AM Air Purifiers**

Action taken/comments:

Motion _____ Second _____ Vote: SDS: _____ GA: _____ PL: _____ JK: _____

AK: _____

VI. GENERAL ACTION ITEMS

- A. **(p.74) Memorandum of Understanding with the Sonoma County Library (5 min.)**

Situation: As the suspension of in-person instruction continues, we endeavor to provide additional supports and services for our students that can be accessed from home. The Sonoma County Library is offering the Student OneCard program that will allow unlimited access to many electronic resources and services including e-books, e-audio, and online tutoring.

Plan: Unless a parent opts out of the program, GUSD will provide Sonoma County Library staff with student names, student ID numbers, and .grav email addresses so that students can utilize the resources and services available.

Recommendation: To approve the MOU with the Sonoma County Library

Action taken/comments

Motion _____ Second _____ Vote: SDS: _____ GA: _____ PL: _____ JK: _____

AK: _____

B. (p.86) Annual Organizational Meeting (2 min.)

Situation: Pursuant to Education Code 35143, the Board must select a date for an annual Organizational Meeting. During that meeting, the Board shall elect a president and a clerk. Typically, the Board also sets a schedule of meeting dates for the following _____ year during this meeting.

Plan: For the Board to consider holding their annual Organizational Meeting during the next regularly scheduled Board Meeting on December 10, 2020.

Recommended motion: For the Board to approve the scheduling of the annual Organizational Meeting for December 10, 2020.

Action taken/comments

Motion _____ Second _____ Vote: SDS: _____ GA: _____ PL: _____ JK: _____

AK: _____

C. School Secretary (5 min.)

Situation: Given the additional workload due to increased GUSD staffing, increased county, state, and federal mandates for our Business Services Department, Human Resources Department, and the front office for Gravenstein Elementary, as well as many staff changes and additions (including an additional employee union), we have a need for additional clerical support.

Plan: To, change the status of the current Temporary School Secretary position to a permanent position, and to change the assignment of the current School Secretary/Business Office Clerk position to Business Office Clerk only. The resulting addition, assignment changes, and factoring in employee turnover, will result in an increase of district clerical by 0.5FTE, at an annual approximate increase in clerical salaries of \$17,500.

Recommended motion: For the Board to approve the addition of a 1.0FTE School Secretary and the reassignment of the current School Secretary/Business Office Clerk to Business Office Clerk only.

Action taken/comments

Motion _____ Second _____ Vote: SDS: _____ GA: _____ PL: _____ JK: _____

AK: _____

D. Instructional Assistant (5 min.)

Situation: Given the additional workload due to increased Hillcrest enrollment (plus 31 students since 18/19) and needed additional support to implement our Multi Tiered System of Supports (MTSS), we have a need for additional Instructional Assistant support.

Plan: To add a 0.563FTE (4.5 hours/day) Instructional Assistant at Hillcrest, initially to support distance learning and for increased teacher and student support once in-person instruction resumes. The approximate cost of this position for the remainder of the school year is \$13,307.

Recommended motion: For the Board to approve the addition of a 0.563FTE Instructional Assistant for Hillcrest Middle School.

Action taken/comments

Motion _____ Second _____ Vote: SDS: _____ GA: _____ PL: _____ JK: _____

AK: _____

E. GUSD Actions to Support Distance Learning and Other Related Essential Services (20 min.)

Situation: With the constant changes in guidelines and mandates related to the suspension of in-person instruction due to the Coronavirus for GUSD students, this item is a placeholder in the event that any action items arise between the time this agenda is posted and the time of the meeting, as well as serving as a potential action item that arises based on Board discussion during the meeting.

Plan: For the Board to consider any new action item based on new or additional mandates as well as any action item put forth by the Board during the meeting.

Recommended motion: None at this time.

Action taken/comments

Motion _____ Second _____ Vote: SDS: _____ GA: _____ PL: _____ JK: _____

AK: _____

VII. PUBLIC COMMENT ON ITEMS IN CLOSED SESSION

VIII. ADJOURNMENT TO CLOSED SESSION (15 min.)

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

1.0 Student Discipline

2.0 Pending litigation

3.0 Administrator Performance Updates

**4.0 Conference with Negotiations team:
GUTA negotiations update**

IX. RECONVENE TO OPEN SESSION

X. PUBLIC REPORT OF ACTION ON ITEMS HEARD IN CLOSED SESSION

(2 min.)

Action taken/comments

Motion _____ Second _____ Vote: SDS: _____ GA: _____ PL: _____ JK: _____

AK: _____

XI. FUTURE BOARD MEETINGS

A. December 10, 2020 at 5pm

B. January 14, 2021 at 5pm

C. February 11, 2021 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 Dave Rose, District Superintendent, Gravenstein Union School District, 3840 Twig Ave., Sebastopol, CA 95472. Telephone (707) 823-7008.