

GRAVENSTEIN UNION SCHOOL DISTRICT

3840 TWIG AVENUE
SEBASTOPOL, CA 95472

Board of Education Regular Meeting Minutes

DATE: Thursday, January 9, 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

I. CALL TO ORDER AT 5:00 PM

Call to order at 5:03pm all present except Alexander Kahn

II. ADOPTION AND APPROVAL OF THE AGENDA

A. Approval of the agenda for January 9, 2020 (2 min.)

SS move to approve agenda, JK second, vote 4-0

III. REPORTS, AND ORAL COMMUNICATIONS

A. (p. 1) Gravenstein Principal Report (5 min.)

Report was included in the packet. KP spoke on TK/K open house on January 25, 2020, placards with student names to be used during after school pickup, and acknowledge donations the school has received. Trustees mentioned possible new field trip opportunities that might be available to the school. Trustees quested the level of marketing around the TK/K open house and KP noted our marketing is focused internally, fliers to local preschools, and pointed to signs posted throughout the district.

B. (p. 3) Hillcrest Principal Report (5 min.)

Report was included in the packet. WD talked about the STEM conference that was attended by administration and teachers. Noted donation from Rotary to the music program and the celebration planed on January 27, 2020 for the solar panel project.

C. Gravenstein Union Teachers' Association (5 min.)

GUTA provided a written report. Appreciated administration meeting with he teachers regarding their concerns around the use of personal electronic devices on campus.

GUTA requested that in the future the Board gather input from teachers on this topic before a new policy is published. The Board assured GUTA that they would look to purchase equipment needed to allow teachers to continue their current teaching plans affected by this issue.

D. District Site Council (0 min.)

No report at this time.

E. (p. 4) Gravenstein Parent Association, GPA (5 min.)

1. Financial Reports

Report included in the packet. The Board was very appreciative of the level of detail provided in the GPA report.

F. Trustee Reports (5 min.)

Several Trustees attended the winter concert and enjoyed the level of talent shown by the band students and the chorus students.

G. Climate Committee (0 min.)

No report at this time. The next meeting will be set up soon.

H. (p. 15) Facilities Report (5 min.)

Report was provided in the packet.

I. CBO Report (5 min.)

WH noted that over the winter break we completed our reporting and are doing a self - audit on students to make sure we are collecting all funds that are available. ADA came in slightly lower than estimates due to attendance being slightly lower.

J. Superintendent Report/District Correspondence

1. (p. 16) Complaint response update (5 min.)

Report was provided in the packet. Regarding existing complaint against the DR, Eric Hoppes has met with the parent which has resulted in a second letter and continued discussion. Parent raised the question regarding a second complaint that involved a student. DR noted that it has been investigated. Board noted that that item can not be discussed in open session at this time due to a student being involved. DR noted that complaints involving students are handled at the staff level first. DR provided a report to the board noting that 85-87% of Gravenstein 5th graders continue on to Hillcrest.

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.

Parent requested information about Advanced Academic Elective being introduced at Hillcrest. WD noted that item was pushed out a year due to all the changes being implemented this year. The program in question was built to help students whose parents had not gone to college. To help encourage the students to know that they can go to college.

V. CONSENT AGENDA (5 min.) _____ ACTION ITEM

- A. (p. 18) Approval of Minutes from the Regular Board Meetings of November 14, 2019 and December 12, 2019, and the Special Board Meeting of December 8, 2019**
- B. (p. 44) Warrants**
- C. (p. 51) Payroll**
- D. (p. 52) Williams Report for October - December, 2019**

Action taken/comments:

JK asks we remove minutes from the regular board meetings.

Motion to approve consent agenda without minutes

Motion __GA_____ Second __JK_____ Vote _4-0_____

Motion to approve minutes with changes to the minutes.

Motion __SS_____ Second __PL_____ Vote __4-0_____

VI. GENERAL ACTION ITEMS

- A. (p. 55) Board Position Statement regarding student use of personal electronic devices (25 min.)**

The Board will consider adopting a Position Statement regarding student use of personal electronic devices.

Action taken/comments

DR the board members have already looked at this and have already done some wordsmithing. This is to come up with a school rule. The idea is to have the students not use their phones during school hours with a focus on removing personal electronic devices from the classroom completely. Language provided as a starting point by DR in an attempt to capture what the board wanted in this rule.

Lengthy discussion followed and has been distilled down to for the official meeting minutes

Board noted that their primary goal is to remove personal electronic devices from the classroom. Board also discussed needing a location for cellphone usage on campus and the need to continue to allow parents to provide permission for their children to have a cellphone on campus.

Parents spoke regarding adding additional language to the proposed statement to create additional limits on usage.

GUTA requested that they be given time to speak to staff regarding any additional duties placed on teachers that might be a violation of working conditions.

WD suggested the "Duck Pond" as a cellphone usage location.

AK joined the meeting at 6:17pm

WD suggested that a time be placed in the handbook policy related to the use of the cellphone to make it possible for staff to know when cellphone usage is allowed.

Teacher spoke on the need for electronic devices that are compatible with the Board approved VR glasses (currently being used with personal cellphones). Board assured the teacher they would provide equipment. WD noted he has already received a quote for the equipment that will be purchased.

Board's first motion with a restrictive language was passed and the record.

Motion by SS to approve the following language:

Cell Phones/Electronics: *This rule regarding the student use of electronic devices is subject to review by District Administration and Staff. Any changes made to the rule will be shared with all students and parents.*

Personal cell phones and electronic devices are not allowed at school except with parent request and administrative written approval. Student use of cell phones or other electronic devices is only allowed: 1) During the first 10 minutes after school in the designated area to contact parents/guardian, 2) with approval from staff, or 3) pursuant to the exceptions noted in Education Code 48901.7.

SS motions to approve with the changes we made with the exception of adding school activities.

Motion ___SS___ Second ___JK___ Vote__5-0_____

B. (p. 60) Second Reading for Board Policy 5131, Conduct (5 min.)

The Board will consider adopting Board Policy 5131, Conduct.

Action taken/comments

DR this is a general policy that allows the building of a handbook and suspend able offensives. 5144.2 is our policy that covers this

JK pg 62 1st paragraph, 1st sentence; add “as” between “time” and “directed”.

Motion to approve policy with edit on pg 62

Motion ___GA___ Second ___JK___ Vote__5-0_____

C. (p. 66) Second Reading for Board Policy 5145.12, Search and Seizure (5 min.)

The Board will consider adopting Board Policy 5145.12, Search and Seizure.

Action taken/comments

Motion to approve Board Policy 5145.12, Search and Seizure

Motion ___GA___ Second ___PL___ Vote__5-0_____

D. (p. 75) Facility Inspection Tool (FIT) Reports (5 min)

The Board will consider accepting the Facility Inspection Tool (FIT) Reports for Gravenstein Elementary, Gravenstein First, Hillcrest Middle, and Gravenstein Community Day Schools.

Action taken/comments

There are no immediate threats or safety issues.

Motion to accept Facility Inspection Tool (FIT) Reports

Motion GA Second SS Vote 5-0

E. (report not in packet, available at GUSD 1/7/20) Acceptance and Certification of June 30, 2019, Fiscal Year Financial Audit (15 min)

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

Action taken/comments

WH shows a powerpoint presentation and handed out the same.

DR when we talk about CalPERS and CalSTRS accounts for the majority of the increase.

Board asked questions related to separating out the cost of the Enrich! Program to help with future funding set asides and reporting.

Motion to approve the Financial Audit

Motion AK Second JK Vote 5-0

F. (p. 99) Acceptance and Certification Governmental Accounting Standards Board(GASB) Number 75 for fiscal year ending on June 30 (5 min)

The Board will be asked to approve the GASB 75 report for the Gravenstein Union School District.

Action taken/comments:

We have hired CSABA to do the reporting of our liability
This used to be every three years, now it is every other year, but we have to do an update in between reporting.

WH recommends accepting this, but feels we should not use an actuarial next year

Motion to accept

Motion GA Second JK Vote 5-0

Adjourn for 5 min at 7:17pm

Reconvene at 7:23pm

G. (p. 112) Approve District’s School Accountability Report Cards (SARC) (5 min)

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

Action taken/comments:

Motion to approve the SARCS pending the approval of the physical fitness testing

Motion GA Second JK Vote 5-0

H. (p. 158) Adopt Resolution #200109-01 Regarding Core Subject Teacher Authorization (5 min)

The Board will consider adoption of Resolution #200109-01 regarding the authorization of a teacher assignment.

Action taken/comments:

Item included in packet. This was brought to us by SCOE.

Motion to adopt Resolution #200109-01

Motion AK Second JK Vote 5-0

I. (p. 159) Adopt Resolution #200109-02 Regarding Core Subject Teachers Authorization (2 min)

The Board will consider adoption of Resolution #200109-02 regarding the authorization of a three teaching assignments.

Action taken/comments:

Item included in packet. This was brought to us by SCOE

Motion to adopt Resolution #200109-02

Motion JK Second PL Vote 5-0

J. (p. 160) Approve Notice of Completion – Hillcrest Middle School Improvements (Increments 1 and 2) (5 min.)

The Board will be asked to approve the Notice of Completion for Hillcrest Middle School Improvement, now that the project is done.

Action taken/comments:

Motion to approve notice of completion

Motion GA Second JK Vote 5-0

K. (p. 161) Adoption of Board Handbook (5 min)

The Board will consider adopting the Board Handbook for GUSD drafted at the Board retreat on December 8, 2019.

Action taken/comments

DR at the board retreat the board looked at a document as a general guide for the group. it speaks to many items including what goes on agenda, how things are passed how to respond to public comment. This was a 2 hour discussion. we want to thank Dr. Porter for his assistance. We now have include all the bios in the version that has been handed out at the meeting.

After Board discussion there was a decision to table to the February meeting to clean up the wording and a final review.

Motion to table the adoption of handbook for editing

Motion GA Second AK Vote 5-0

VII. DISCUSSION/INFORMATION ONLY

A. (p. 183) First Reading for Board Policy 3550, Food Service/Child Nutrition Program (5 min.)

The Board will be asked to perform a first reading of Board Policy and Administrative Regulation 3550, Food Service/Child Nutrition.

DR per request from JK this is being presented to you for discussion.

WH points out we had an audit and we are doing all this, but we should have a written policy on HACCP.

SS would like to have written exec summary of the changes that are being made and hopefully a recommendation.

B. (p. 194) Review Board & Staff Committee Descriptions and Membership (5 min.)

The Board will consider Board & Staff Committees initially discussed at the Board retreat on December 8, 2019.

SS and DR developed a list of possible committees. Decision is for SS and DR to make a second cut of the committee list and for Board members to respond to DR if they would like to be included on a specific committee.

Committee assignments to come out in February.

VIII. PUBLIC COMMENT ON ITEMS IN CLOSED SESSION

JM - knows cell phone policy is under consideration and would like to say that she supports what the students brought up about autonomy.

Adjourn to close session at 8:12pm.

IX. ADJOURNMENT TO CLOSED SESSION (10 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

X. RECONVENE TO OPEN SESSION (if necessary)

Returned to open session at 8:33pm

XI. ACTION ON ITEMS HEARD IN CLOSED SESSION (if necessary) (5 min.)

Action taken/comments

No actions were taken during closed session

Motion _____ Second _____ Vote _____

XII. PUBLIC REPORT OF ACTION TAKEN IN CLOSED SESSION (if necessary)

XIII. FUTURE BOARD MEETINGS

A. February 13, 2020 at 5pm

B. March 12, 2020 at 5pm

XVII. ADJOURNMENT

Motion to adjourn: SS Second: JK Vote: 5-0

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