

GRAVENSTEIN UNION SCHOOL DISTRICT

3840 TWIG AVENUE
SEBASTOPOL, CA 95472

**Board of Education
Regular Meeting Minutes**

DATE: Thursday, March 12, 2020
TIME: 4:00 PM
LOCATION: Gravenstein Elementary, Multipurpose Room

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

**Jennifer Koelemeijer will be attended remotely from 1 Bear Valley Road, Bldg 70
Point Reyes Station, CA 94956**

I. CALL TO ORDER AT 4:00 PM

Call to order at 5:05pm GA, SS, and PL present, JK attending via phone, AK not in attendance.

II. PUBLIC COMMENT ON ITEMS IN CLOSED SESSION

**III. ADJOURNMENT TO CLOSED SESSION (60 min.)
Pursuant to Education Code 48918(c), Confidential Student Discipline**

1. Student Discipline

Hearing not necessary, signed stipulation to be presented to the Board in Closed Session at the end of the agenda.

IV. RECONVENE TO OPEN SESSION

**V. ADOPTION AND APPROVAL OF THE AGENDA
Approval of the agenda for March 12, 2020 (2 min.)**

Action taken/comments:

GA requested moving Item G on the agenda to before Item A on the agenda. All present approved the change.

**VI. REPORTS, AND ORAL COMMUNICATIONS
A. (p. 7) Gravenstein Principal (5 min.)**

Report included in the packet. KP spoke on next year's projects TK and K enrollment numbers. Currently looking very solid across the board. Honor roll assembly will be after spring break. The regional spelling bee has been postponed. Field trips are being handled on a case by case bases regarding cancelations as things develop.

B. (p. 11) Hillcrest Principal (5 min.)

Report included in the packet. WD spoke on next year's enrollment projects and we are currently running waitlist for several grades. We are expecting to exceed the current enrollment. Really proud of the performances of *Once Upon a Mattress*. Fantastic performances. Due to health concerns we have cancelled some events. Monterey Bay Aquarium field trip was cancelled. Looking at doing a combined trip next year. There was a non-sponsored trip that has also been cancelled. Going forward we are making decisions about big trips like Ashland...health department information will be the determining factor regarding our participation. Regarding refunds we are looking at options and the possibility of combining trips next year for 7th and 8th grade. Nothing has been determined at this time.

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

No Report at this time.

D. (p. 12) District Site Council (2 min.)

The minutes of the last meeting are in the packet. Although our safety plan has been approved we may make some changes that have come from COVID recommendations. KP we learned a lot from our Shelter in Place, communication protocols, classroom supplies, Lock Down vs. Shelter in Place differences. We have ordered items for the classrooms and will be making plan updates.

E. (p. 15) Gravenstein Parent Association, GPA (2 min.)

1. Minutes

Recent GPA meeting minutes are in the report. They have decided to cancel the Boots and Bourbon fundraiser. Parents are being asked to help push the read-a-thon. KP the read-a-thon has already brought in \$13,000

F. Trustee Reports (5 min.)

GA attended the musical with the kids and it was phenomenal. Hats off to the teachers/staff/admin involved and the students were great.

PL nothing

SS also attended the musical and costumes and students were great. If you are on a committee and you have questions about meetings, please speak with In terms of reserves...how do our policies/practices compare to other districts? DR said our percentage of reserves is the highest in the county. We are pulling facts together and will report further.

JK asked that as a group we sit down and talk about how we manage committee assignments and which items are placed under which committee. Noticed that there has been talk about the lunch program, but it was under the environmental committee. Maybe we can create more transparency about what is being discussed in committees.

G. (p. 20) Climate Committee (5 min.)

Report included in the packet. WD noted several items from the report as well as discussions regarding using the existing kitchens to provide lunch services. WD and Mrs. Rich toured Oak Grove to view their lunch program. GA noted that there are facility limitations that need to be considered. JK requested to be included in the discussion related to lunch services. WD many discussions will need to be held prior to any actionable request coming to the Board.

H. (p. 25) Facilities Report (5 min.)

Report is included in the packet. Dr noted the custodial staff has being doing a great going above and beyond to keep the campuses clean and providing a health setting. GA asked about the marquis as the designed as already approved. WD we are not changing the design but need to change the location so as not to create a hazard on Bloomfield Rd.

I. CBO Report (5 min.)

Report will be presented as an actionable item later in the meeting.

J. Superintendent Report/District Correspondence (15 min.)

1. Questions from February Board Meeting

Is there lead piping here? Our piping is copper. There are some older structures so there could be some lead piping, but it isn't connected to the existing drinking water supply. As we look at our water supply it is safe and tested regularly.

Question about insurance deductible and how much we would have to come up with the \$2,000,000 rainy days reserve is set up for just that. Should we be putting together another reserve? It is not advised at this time.

Question about value of property. No answer at this time, additional research is needed.

As board members are they emergency response staff? Yes Board members are considered emergency response staff and may be called on you for help if needed and if you could get here.

The discussion school psych and would it affect admin? They are not counted as part of the admin staff.

Request to look up Board officer term limits. There is not a consistent number as each board reviewed had their own special policy around this.

There were other questions that have been addressed in a packet provided to the board at the meeting.

2. (p. 26) Coronavirus Update

Things are changing by the hour. The latest update is the other districts are discussing extending Spring Break. Brian, Keri and classroom staff have been incredibly busy putting up signs about washing hands and watching children carefully. We do have a plan in place if in the next few days, we find we will have a school closure. There will be some type of communication with students so they can get some work done while school is closed. The staff is getting books and materials ready for the students. Staff is getting prepared for if/when there is a closure after spring break. Using google classroom as a platform is an option. They are looking into all that would have to be done for students who may need additional resources. We have a list of about 20 action items that they are working on. We will be prepared. We are in communication with other districts to see what they are doing and how it is compared to what we are doing. There is a multitude of work that is being done. Of course, we are hoping we won't have to use it.

SS a survey went out today about technology. Did that go out at both campuses?

WD no two different surveys.

JK Can you talk about how we will make the decision to close if it comes to that?

DR there are a multitude of pathways. The health department could tell us we are closed. We could have a secondary or tertiary exposure and we would go to the health dept. to ask for advice and they could tell us we are closed. Then we go to cautionary. If info comes forward that we have to begin considering this, his first step is to reach out to the board.

SS was thinking about the brown act. Some might say we haven't seen anything like this before. The brown act doesn't disappear because of the coronavirus.

DR actually it is disappearing. It has come from legal that there are some items that there will not be time to have the public involved. DR will reach out to all at the same time.

SS the general principal if something is timely like that we are going to give everyone time to be involved if we can.

JK would agree that calling an emergency board meeting would be best. Because we all live so close, surely we can make it happen.

Parent - has a question. With regards to HC dance closure. 6th grader asked Why is it safe for me to go to school, but not safe to go to dance.

WD says there was an email that you should have received, we had already been thinking of cancelling dance. We cancelled because of lack of interest right before spring break not because of coronavirus.

GA also there is a difference of close bodies vs being distanced.

Parent- would like to request that if a meeting is held, could we please record and post to the public after the fact.

GA says that there during this time period do teleconferences.

Parent asked for clarification about why we would do closure.

DR we are required to operate 180 days. So we would be going to distance learning and not a closure.

GA also we provide some things to students that they wouldn't get if they are not in school (ie meals).

WA Santa Rosa City Schools is working on a plan to offer meals to students during closures.

SS if we were to call a meeting on short notice thinks we should put out an email letting people know that we are having a quick meeting.

PL what is the plan if there is an extended spring break and or closure.

DR we won't know that until we have more information. As we look at our planning, we have a plan A and a plan B which is if it happened right now and we didn't have time. Teachers are going to go through by grade and subject to determine what needs to be done to get the kids as close to grade level as needed.

PL some students will be able to handle the change and some will struggle?

DR that is part of what we are working on, determining what we need to do to reach out to and provide what is necessary for the students who need more support.

JK what do you think is the likelihood of a closure.

DR if you forced me to guess I would say less than 30%, but that is coming from a deficit of information at this point; the greatest likelihood is not closure, but distance learning.

Parent - has heard there is going to be government funding for summer school for students who might be falling behind.

SS raised that question with the superintendent. If we missed some school some parents would want summer school and some would not.

DR summer school cannot be mandated.

GA I think until we have more info we are just guessing and we should move on.

SS communication is key here. Thinks we are doing a great job and we need to keep the rumor mill down.

VII. 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.

Group of Parents (at least one parent of current student) read a letter to the board talking about educational rights and immunizations. Claimed the Public Health Department will be coming to schools asking for children's medical records. If we give them this info, we will be violating their children's rights. Talking about immunization rights. The letter was continued to be read by other parents in total there were 4 parents. Related States authority and Assembly 277, Assembly 276, Senate 714. July 2019. The letter will be sent to each board member via certified mail.

No other comments at this time.

VIII. CONSENT AGENDA (2 min.) _____ ACTION ITEM

- A. (p. 28) Warrants**
- B. (p. 35) Payroll**
- C. (p. 36) Annual Retainer Agreement With School and College Legal Services**
- D. (p. 41) Approval of Minutes from the Regular Board Meetings of January 9, 2020 and February 12, 2020**
- E. (p. 64) Contract with K S Telecom Incorporated to Perform Local Area Network Infrastructure Upgrade**
- F. (p. 112) Contract with Sunworks for Operations and Maintenance of the Solar Panel Arrays at Gravenstein Elementary School and Hillcrest Middle School**

Action taken/comments:

Motion GA_____ Second JK_____ Vote: SS: aye_____ GA: aye_____ PL: aye_____ JK: aye_____ AK: NP_____

IX. GENERAL ACTION ITEMS

- A. (p.125) Resolution 200312-01, Resolution To Release Temporary Certificated Employees (2 min.)**

Situation: California Education requires a notification to any certificated probationary or temporary employee subject to release by March 15 of the current school year. This resolution

allows us to present a notice of release to any certificated employee slated for release prior to the 2020/2021 school year.

Plan: For the Board to adopt the resolution.

Recommended motion: For the Board to approve Resolution 200312-01.

Action taken/comments

Motion to approve

Motion GA Second PL Vote: SS: aye GA: aye PL: aye
JK: aye AK: N/A

B. (posted on GUSD website) Second Interim Report (10 min.)

Situation: School districts are required to file two reports during a fiscal year (interim reports) on the status of the LEA's financial health. The first interim report for GUSD was presented and approved during our December Board Meeting. The second interim report is due March 17 for the period ending January 31. The interim reports must include a certification of whether or not the LEA is able to meet its financial obligations (positive, qualified, or negative).

Plan: For the Board to approve the Second Interim Report confirming the positive certification for GUSD.

Recommended motion: For the Board to approve the Second Interim Report.

Action taken/comments

WH provided a PowerPoint presentation to the board. Administration is recommending a positive certification.

GA pg 11 on here they have the cola at 1.86 on line one
WH that is the change in COLA from the prior year

Motion to approve

Motion SS Second JK Vote: SS: aye GA: aye PL: aye
JK: aye AK: N/A

Adjourn for break at 7:22
reconvene at 7:33 pm

To accommodate JK who is on a school field trip Discussion Item XB was moved to this point in the schedule.

Report was included in packet.

JK left the meeting at 7:45pm

C. (p. 129) Management Salary Schedule (5 min.)

Situation: Our current Management Salary Schedule is inconsistent from position to position in terms of the number of column steps included on the schedule. The current number of column steps range from 5 to 11 steps.

Plan: To amend the salary schedule so that each position has 11 column steps with equivalent incremental increases.

Recommended motion: For the Board to approve the amended Management Salary Schedule.

Action taken/comments

After discussion:

Motion to table until we have full board at April meeting

Motion GA Second SS Vote: 3-0

D. (p. 132) Contract with PresenceLearning for Speech Services (10 min)

Situation: Our current Speech Pathologist that provides therapeutic speech services to our special education students that qualify and performs speech assessments is taking a leave of absence for the remainder of the school year. Due to the shortage of professionally certified Speech Pathologists in Northern California, there are no credentialed substitutes available.

Plan: PresenceLearning is a company that provides on-line speech services and assessments conducted by a certificated Speech Pathologist. Our students, proctored by a classified staff member, would continue to receive mandated services from PresenceLearning Speech Pathologists for the remainder of the year, estimated cost is \$23,625.

Recommended motion: For the Board to approve the contract with PresenceLearning.

Action taken/comments

KP we have been searching for a while for a way to provide speech services as our current speech therapist is on leave. We had been hoping to have a person here, but it wasn't working out. We met with PresenceLearning to see if they could work and they have been given a thumbs up.

SS does it service both schools

KP yes

Motion to approve

Motion SS Second PL Vote: 3-0

E. (p. 136) Creation of a Mental Health Counselor Position (5 min)

Situation: According to the Sonoma County Mental Health Department, four out of every ten youth in Sonoma County are regularly exposed to six or more emotionally traumatic experiences. Sonoma County youth face a variety of sources of stress on a daily basis, including the threat of wildfires, floods, or earthquake, as well as political conflicts, immigration issues, and a variety of other potential sources of stress. As a result, many of our students suffer anxiety, depression, and other mental health disorders that negatively impact academic performance, attendance, and behavior.

Plan: Several districts in Sonoma County and throughout the state of California are employing mental health counselors. The addition of a mental health counselor to our administrative team will support our proposed work plan to achieve the district mission and vision statements.

Recommended motion: For the Board to approve the recruitment and hiring of a mental health counselor.

Action taken/comments

DR as we look at our big picture we are looking for equity for all students. See description above. This person would be someone who can not only serve our students but would also be able to train people. We could have interns. We don't want to become a hub of therapeutic help. This would hopefully help us prevent some of the IEPs that come up.

GA are we asking to have this instead of psychologist.

DR no we are hoping to have both. We have to have a psychologist.

SS so we will have an academic counselor, psychologist and mental health counselor.

GA why don't we hire a psychologist full time.

DR it would cost more and a psychologist can't train people.

PL asks about how long an intern would be there.

DR says the average intern lasts 3 years.

BT implores the board to create a job description first so that all needs are met.

SS asks about time at each campus.

DR says yes he feels it would be based on the number of students at each campus.

SS thinks there could be a vote with the knowledge that there would be a job description and percentages.

GA is still asking why we wouldn't hire a psychologist full time.

DR a school psychologist only looks at what a student can do, they are not used for therapeutic needs. A mental counselor would help the students on a day to day basis.

Board raised concerns about the cost of additional staff, why the support could not be accomplished with existing staff, and concerned with having interns and creating a “revolving” door of staff and not having consistent support for the students. Board was supportive of providing as much support for the students as possible.

SS makes a motion to move to approve
PL 2nds

Board raised additional concerns regarding the amount of hiring that is being done.

The Board would like to see a job description and how these three people are going to work together.

SS moves to approve with caveat that the Board receive a completed job description before someone is hired

Motion __SS_____ Second __PL_____ Vote: 3-0

G. (p. 140) Property Damage Claim (5 min) Moved up to 1st item.

Situation: A citizen that owns a property adjacent to the Hillcrest Middle School campus has filed a claim with our insurance carrier, the Redwood Empire Schools Insurance Group (RESIG), in an attempt to recover the cost (\$1,100) of a damaged fence. The citizen speculates that the damage was caused by a Hillcrest student or possibly by soccer team participants utilizing the Hillcrest field. The citizen has filed a report with law enforcement, but no evidence exists as to who actually damaged the fence. Without verifiable proof of district liability, approving district funds to reimburse the property for the cost of repairs would be a gift of public funds, and therefore illegal.

Plan: Encourage the citizen to pursue the claim filed with RESIG and the report to law enforcement; if either of those pathways lead to the responsible party, the citizen should notify GUSD as soon as possible.

Recommended motion: For the Board to deny the citizen’s request for reimbursement for the cost of the fence repairs.

Action taken/comments:

DR summarized the complaint (previous meeting) and the response (from the District).

SS read the response letter that was provided to the Board at the meeting to the public.

JK questioned why it was rejected.

DR explains that if there was any evidence of who made the damage we could entertain something, but because there is no evidence it would be considered a gift of public funds and that is illegal.

Questions were raised around the use of public funds, the deductible, and responsibility as good neighbors.

Property owner questions if the soccer teams that use the fields are responsible and if the school could pay her out of the fees we receive for use of the fields. DR noted that this would be using public funds.

SS moves to table so that more research can be done.

PL seconds

JK amends motion that we consider that the back fence is a shared fence and if we can legally look at it that way (research to be done to verify whether it can be considered a shared fence).

Motion __SS____ Second __PL____ Vote: SS: __ aye __ GA: __ aye __ PL :__ aye __
JK: __ aye __ AK: _N/A____

X. DISCUSSION/INFORMATION ONLY

A. Review of Staffing and Enrollment Projections for the 2020/2021 School Year (5 min.)

Situation: Administration and staff have compiled projections for certificated and classified staff and student enrollment for the 2020-2021 school year.

Plan: The Board will review and comment on the current projections.

KP presented the current enrollment projects for Gravenstein. Currently we are close to the same numbers for the previous year. Noted that enrollment is down county wide so we might see a decrease compared to last year. It is too early to tell.

WD presented the current enrollment projects for Hillcrest. Currently we have wait list for all three grades.

B. (p. 143) Update on Efforts to Reduce Traffic Congestion at Gravenstein Elementary (10 min)

Situation: As part of continuing efforts to reduce traffic before and after school, Board President Steve Schwartz and staff met with Sonoma County Supervisor David Rabbitt and a member of his staff on February 21, 2020.

Plan: The Board will receive a summary of the meeting and comment on traffic at Gravenstein Elementary.

DR and KP provided a report on the meeting with Supervisor Rabbit.

Discussion covered many areas and possible solutions. The Board would like to understand what solutions does the public think is possible and what outcome would be make this issue considered solved?

Parent suggested that the District hold a town hall to receive better feedback from the public.

The Board does not wish to create expectations that anything is going to happen very quickly as this issue will take time to resolve.

XI. PUBLIC COMMENT ON ITEMS IN CLOSED SESSION

Adjourn to close session at 8:38 pm

XII. 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**

XIII. RECONVENE TO OPEN SESSION

Returned to open session at 8:57pm

**XIV. PUBLIC REPORT OF ACTION ON ITEMS HEARD IN CLOSED SESSION
(2 min.)**

Motion to approve stipulated expulsion of student ID: 3149

Action taken/comments

Motion GA_____ Second SS_____ Vote: 3-0

XV. FUTURE BOARD MEETINGS

A. April 9, 2020 at 5pm

B. May 14, 2020 at 5pm

XVI. ADJOURNMENT

Meeting Adjourned at 8:59pm

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.