

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.



Gravenstein Elementary School Principal's Report-November 2020

Keri Pugno

Enrollment Report

	TK	K	1	2	3	4	5	Total
Enrollment for 2020-2021 (as of 11/6/2020)	13	79	75	82	75	72	79	475 (+5 from last month)
End-of Year 2019-2020	18	73	80	76	79	81	86	493

Attendance and Engagement Tracking

Month 1 Total: 98.97%

Month 2 Total: 99.07%

Month 3 Total: 98.98%

TK: 96.9%

Grade K: 97.9%

Grade 1: 98.5%

Grade 2: 99.6%

Grade 3: 99.5%

Grade 4: 99.1%

Grade 5: 99.3%

Students Continue to be Our Priority!

- Daily Instruction and Live Engagement with Teacher
 - Many traditions continue!
 - First grade- Apple Day
 - Fourth grade- Business Day
 - Halloween Costumes and Activities
 - Picture Day(s) are coming up!
- Additional grade level support in each class by an Instructional Assistant
- EL Support (Specific Instruction, Translation, Family Outreach)
 - Brief Board Presentation by Kathleen Byrne, EL Support Teacher
 - Initial ELPAC Assessments completed
- Social Emotional Support
- Additional individualized support for students with special needs
- Health and Vaccination Reviews; Vision/Hearing Screenings
- Targeted Academic Intervention
 - SIPPS Reading Intervention Program (5 staff members attended recent training)
 - Learning Lab 1:1 or small group support in afternoons
 - SSTs
- Special Education
 - IEPs and 504s
 - Daily Live Instruction and/or support from Special Education Team
 - Speech Services, OT Services, DHH Services





GUSD October Board Report

Enrollment- as of 11/06/2020:

	6th	7th	8th	Total
2020/2021	92	111	80	283
2019/2020	113	81	86	281

Attendance Report for October

99.48 Attendance Rate

Outreach to Students -October-

84 individual phone calls/Zooms were made by our Instructional Aides to students that our teaching staff was having concerns over their progress and engagement.

Hillcrest News and Updates:

SCC@HMS-

Starting the week of October 12th the Self Care Challenge at Hillcrest Middle School has helped to give our students tips and tools to monitor their own emotional needs and self care! Our Counselor Sam Cole has been creating weekly self care "goals" for our students to help them to learn about themselves and how they can learn to support their own well being. Some of these so far have included: Self Care Bingo, the Song Lyric Challenge and the Crafty Halloween Challenge. Over 200 students have taken part in some elements of the Self Care Challenge. This will continue all year.

Virtual Spirit Week

Hillcrest held its second Virtual Spirit Week of the year. Students earned House Points by dressing for the different themed days. Students and staff joined in for the fun and helped to strengthen the feeling of community on our virtual campus! The events were as follows-

Monday 10/26- Pink Out for Breast Cancer Awareness

Tuesday 10/27- Fall Flannel/Sweater

Wednesday 10/28- Fun/Costume Hat

Thursday 10/29- Carved Pumpkin- send a picture of your creative pumpkin

Friday 10/30- Halloween Costume / Drive Up Halloween Event

Halloween Drive Up Event

The Hillcrest Middle School Student Council and Leadership class hosted a Gravenstein Union School District Halloween Drive-Up Trick or Treat and Costume Contest! All GUSD families were invited to Drive Thru the Hillcrest Middle School parking lot (PPE masks and social distancing required) and join in the fun! More than 350 families took part in the fun.

Shoebox Challenge

In what has become an annual tradition, Hillcrest students have been participating in the Shoeboxes for the homeless of Sonoma County Community Service Project. Students and their families are filling shoeboxes with items suitable for both homeless men and women.

TCRI Take Over

Mrs. Rich's math classes had a special presentation on Wednesday, October 28. Teach Climate & Redefine It is a youth led organization created by 10 Sonoma County teens (former GUSD graduates!) who give climate education presentations in local schools. TCRI's vision is a world where every kid and teen has the education and resources to become agents of change.

Mrs. Rich's 6th graders learned about climate change and participated in breakout sessions on these topics: fast fashion, consumer culture, environmental racism and the natural world. The students shared how these topics impact the environment and then showed what they learned in a Kahoot.

TCRI shared solutions with the 6th graders for how to be agents of change. TCRI's solutions included composting, reducing, reusing, recycling, buying second hand goods, talking to parents about voting for policy changers, eating less meat and/or dairy, carpooling, biking, walking and making a climate pledge.

Gravenstein Parent Association Profit & Loss Budget Performance September 2020

	Sep 20	Budget	\$ Over Budget	Jul - Sep 20	YTD Budget	\$ Over Budget
Ordinary Income/Expense						
Income						
Parent Donations	9,271.00	0.00	9,271.00	17,053.00	0.00	17,053.00
Special Fundraising Inc						
AmazonSmile	0.00	0.00	0.00	127.10	0.00	127.10
Book Fair	0.00	0.00	0.00	0.00	0.00	0.00
Boots, Beer and Bubbly Event	0.00	0.00	0.00	0.00	0.00	0.00
Box Tops	0.00	0.00	0.00	0.00	0.00	0.00
Color Run	0.00	0.00	0.00	0.00	0.00	0.00
Escrip	0.00	0.00	0.00	400.14	0.00	400.14
Jog a Thon	0.00	0.00	0.00	0.00	0.00	0.00
Movie Night	0.00	0.00	0.00	0.00	0.00	0.00
Network for Good	170.00			170.00		
Pancake Breakfast	0.00	0.00	0.00	0.00	0.00	0.00
Parking Space Raffel	0.00	0.00	0.00	0.00	0.00	0.00
Read-a-Thon	0.00	0.00	0.00	0.00	0.00	0.00
See's Candy	0.00	0.00	0.00	0.00	0.00	0.00
Skate Night	0.00	0.00	0.00	0.00	0.00	0.00
Spirit Wear	0.00	0.00	0.00	0.00	0.00	0.00
Total Special Fundraising Inc	170.00	0.00	170.00	697.24	0.00	697.24
Corporate Matching	0.00	0.00	0.00	5,330.00	0.00	5,330.00
Spr 2020 SCOE Contribution	0.00			26,140.00		
Interest income	32.40	0.00	32.40	32.40	0.00	32.40
Other Donations	0.00	0.00	0.00	0.00	0.00	0.00
Total Income	9,473.40	0.00	9,473.40	49,252.64	0.00	49,252.64
Gross Profit	9,473.40	0.00	9,473.40	49,252.64	0.00	49,252.64
Expense						
General & Admin Expense						
Bank Fees	133.88	0.00	133.88	796.27	0.00	796.27
Bookkeeping	715.00	0.00	715.00	715.00	0.00	715.00
General Liability	0.00	0.00	0.00	0.00	0.00	0.00
Lawyers Fees	0.00	0.00	0.00	0.00	0.00	0.00
Merchant Fees	1.36	0.00	1.36	1.36	0.00	1.36
Misc. Expense	0.00	0.00	0.00	0.00	0.00	0.00
Newsletter	0.00	0.00	0.00	0.00	0.00	0.00
Office Supplies	113.73	0.00	113.73	303.91	0.00	303.91
Postage	0.00	0.00	0.00	0.00	0.00	0.00
Printing	0.00	0.00	0.00	0.00	0.00	0.00
Tax Return Preparation	810.00			810.00		
Taxes	75.00	0.00	75.00	75.00	0.00	75.00
Website	0.00	0.00	0.00	0.00	0.00	0.00
Total General & Admin Expense	1,848.97	0.00	1,848.97	2,701.54	0.00	2,701.54
Independent Contractors						
Art	0.00	0.00	0.00	0.00	0.00	0.00
Athletics	0.00	0.00	0.00	0.00	0.00	0.00

Gravenstein Parent Association
Profit & Loss Budget Performance
September 2020

10/13/20

Accrual Basis

	Sep 20	Budget	\$ Over Budget	Jul - Sep 20	YTD Budget	\$ Over Budget
Chorus	0.00	0.00	0.00	0.00	0.00	0.00
Drama	0.00	0.00	0.00	0.00	0.00	0.00
Science	0.00	0.00	0.00	0.00	0.00	0.00
Independent Contractors - Other	0.00	0.00	0.00	0.00	0.00	0.00
Total Independent Contractors	0.00	0.00	0.00	0.00	0.00	0.00
School Support Expenses						
8th Grade Dinner	0.00	0.00	0.00	0.00	0.00	0.00
Kinder Kick Off Event	0.00	0.00	0.00	0.00	0.00	0.00
Staff Appreciation Luncheon	0.00	0.00	0.00	0.00	0.00	0.00
Staff Water Delivery-Alhambra	0.00	0.00	0.00	0.00	0.00	0.00
Teacher Mini Grants-\$500 Max	0.00	0.00	0.00	0.00	0.00	0.00
Teacher Support \$350@48 Teacher	0.00	0.00	0.00	0.00	0.00	0.00
Teacher/Staff Appreciation Week	0.00	0.00	0.00	0.00	0.00	0.00
Total School Support Expenses	0.00	0.00	0.00	0.00	0.00	0.00
Special Fundraising						
Book Fair Expense	0.00	0.00	0.00	0.00	0.00	0.00
Boots, Beer and Bubbly Expense	0.00	0.00	0.00	0.00	0.00	0.00
Color Run Expense	0.00	0.00	0.00	0.00	0.00	0.00
Jog-a-Thon Expense	0.00	0.00	0.00	0.00	0.00	0.00
Misc Promotional	0.00	0.00	0.00	0.00	0.00	0.00
Movie Night Expense	0.00	0.00	0.00	0.00	0.00	0.00
Pancake Breakfast Expense	0.00	0.00	0.00	0.00	0.00	0.00
Read a Thon Expense	0.00	0.00	0.00	0.00	0.00	0.00
See's Candy Expense	0.00	0.00	0.00	0.00	0.00	0.00
Skate Night Expense	0.00	0.00	0.00	0.00	0.00	0.00
Spirit Wear Expense	2,696.51	0.00	2,696.51	2,696.51	0.00	2,696.51
Total Special Fundraising	2,696.51	0.00	2,696.51	2,696.51	0.00	2,696.51
Total Expense	4,545.48	0.00	4,545.48	5,398.05	0.00	5,398.05
Net Ordinary Income	4,927.92	0.00	4,927.92	43,854.59	0.00	43,854.59
Net Income	4,927.92	0.00	4,927.92	43,854.59	0.00	43,854.59

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**Gravenstein Parent Association
Profit & Loss Budget Performance
September 2020**

	Annual Budget
Ordinary Income/Expense	
Income	
Parent Donations	0.00
Special Fundraising Inc	
AmazonSmile	0.00
Book Fair	0.00
Boots, Beer and Bubbly Event	0.00
Box Tops	0.00
Color Run	0.00
Escrip	0.00
Jog a Thon	0.00
Movie Night	0.00
Network for Good	
Pancake Breakfast	0.00
Parking Space Raffel	0.00
Read-a-Thon	0.00
See's Candy	0.00
Skate Night	0.00
Spirit Wear	0.00
Total Special Fundraising Inc	0.00
Corporate Matching	0.00
Spr 2020 SCOE Contribution	
Interest income	0.00
Other Donations	0.00
Total Income	0.00
Gross Profit	0.00
Expense	
General & Admin Expense	
Bank Fees	0.00
Bookkeeping	0.00
General Liability	0.00
Lawyers Fees	0.00
Merchant Fees	0.00
Misc. Expense	0.00
Newsletter	0.00
Office Supplies	0.00
Postage	0.00
Printing	0.00
Tax Return Preparation	
Taxes	0.00
Website	0.00
Total General & Admin Expense	0.00
Independent Contractors	
Art	0.00
Athletics	0.00

Gravenstein Parent Association
Profit & Loss Budget Performance
 September 2020

	<u>Annual Budget</u>
Chorus	0.00
Drama	0.00
Science	0.00
Independent Contractors - Other	0.00
Total Independent Contractors	0.00
School Support Expenses	
8th Grade Dinner	0.00
Kinder Kick Off Event	0.00
Staff Appreciation Luncheon	0.00
Staff Water Delivery-Alhambra	0.00
Teacher Mini Grants-\$500 Max	0.00
Teacher Support \$350@48 Teacher	0.00
Teacher/Staff Appreciation Week	0.00
Total School Support Expenses	0.00
Special Fundraising	
Book Fair Expense	0.00
Boots, Beer and Bubbly Expense	0.00
Color Run Expense	0.00
Jog-a-Thon Expense	0.00
Misc Promotional	0.00
Movie Night Expense	0.00
Pancake Breakfast Expense	0.00
Read a Thon Expense	0.00
See's Candy Expense	0.00
Skate Night Expense	0.00
Spirit Wear Expense	0.00
Total Special Fundraising	0.00
Total Expense	0.00
Net Ordinary Income	0.00
Net Income	<u>0.00</u>

Sarah Tendall – I second.

All in favor.

GPA Meeting Minutes

September 15, 2020 6:00 pm Online Zoom Meeting

Meeting called to order 6:05 pm

Board members present:

Erin Hillmer
Beth Dawson
Sarah Tendall
Christina Connelly
Ana Horta
Maggie Zavala
Ben Kaun (arrived at 6:35)
Allison Herman (arrived at about 6:45)
Tiffany Melville (arrived around 7 pm, joined by phone)

Not present:

Mike Bollinger

Guest:

Amy Gloeckner

Faculty present:

David Rose
William Deeths
Keri Pugno

A. Secretary's Report

1. Approval of 8/11/20 board minutes. Beth Dawson moves the motion, Erin Hillmer seconds the motion. All in favor, minutes approved.
2. Next meeting 10/20/20 at 6pm via Zoom meeting.
3. Upcoming GPA meetings through December: 10/20 (Ana Horta won't be present, Sarah Tendall will take minutes), 11/17, 12/15.

Erin Hillmer – I will get the upcoming dates posted and the minutes posted in our website.

Keri Pugno- we need to add the corrected Zoom links for upcoming meetings in the master calendar. Is the Zoom for tonight's meeting correct?

Erin Hillmer – yes, that is the correct link.

B. Public Comment on Non-Agenda Matters

Happy Birthday to Keri Pugno! No additional comments on non-agenda comments.

C. Updates on Subcommittee

1. Special Events/Fundraising (Sarah Tendall, Maggie Zavala, Tiffany Melville):

Erin Hillmer- we were given wine last year from Mrs. Urmini's husband for the teachers and we have not been able to distribute it because of the pandemic. Keri, we will need your help. We need to get the wine out of Amy wine cellar.

Beth Dawson – Is the wine for all the staff or just the teachers?

Erin Hillmer – I think it is for all staff?

Amy Gloeckner and Keri Pugno – There is enough for all staff members to have some, everyone can get one bottle.

Christina Connelly – if we are short I have extra bottles.

Erin Hillmer – I will vote for it to go to all staff

Beth Dawson- are all staff coming to the school?

Keri Pugno – We can e-mail to the staff not coming to campus to let them know.

Amy Gleckner – I am open to have the staff come to get the wine at my house.

Deeths – technically we cannot have alcohol on campus but currently there are no students on campus.

Beth Dawson – if admin is ok with that, pick up at the school will be easier. We can send a thank you e-mail to all staff and let them know about the wine.

Erin Hillmer – Keri and William, can you please let us know how many bottles each site needs?

William Deeths – Sounds good.

Discussion about delivering wine to schools.

Sarah Tendall – I can pick it up from Amy's house.

Erin Hillmer – do we have an update from the special events subcommittee?

Maggie Zavala - we have researched 2 companies for a virtual fundraiser:

- Charlestonwrap.com
- Fundraisingzone.com

They are both about the same, they ship directly to each person ordering. These companies do everything from wrapping paper, cookies, candy, etc. They recommend the sale goes on for 2 weeks and there are no minimums. After the sale is over the school gets the check. The recommended dates are to have the sale before Thanksgiving.

Beth Dawson – Do you have any experience with this kind of fundraising? Christina, how about having an online auction with some of the businesses that previously donated gift certificates?

Maggie Zavala – we have found a great website for an online fundraiser but with everything going on we put it on the back burner and we think it is better to wait until the Spring.

Christina Connelly– The Readathon makes a lot of money and it does not require a lot of energy. The Jogathon requires a lot of effort. We have about 30 gift certificates. My concern is that some of the businesses that donated might be experiencing hardship.

Beth Dawson – Spring makes sense.

Maggie Zavala – we have also thought of dine and donate.

Christina Connelly –those do not make a lot of money but we do the Smokehouse Bistro credit, we could do a drive through fundraising. I think the credit is for about \$9,000.

Erin Hillmer – all of those are great ideas but if we are doing a fundraising in November, it needs to be approved by October. Do we think this is the year to be adding new fundraisers? Do we think this is appropriate/doable? Christina, can you please e-mail any electronic versions of what you did last year?

Discussion about possible fundraising for November.

Erin Hillmer – I like the idea of involving students instead of just asking people to buy things.

Beth Dawson – I agree about engaging kids. Holiday fundraiser is doable.

Sarah Tendall – fundraising before the Holidays sounds good, especially if made easy, easy is appreciated.

William Deeths – Fundraising works best when there is a tangible work, adding a new fundraiser now will be a lot for people given the circumstances. However, I will love to have a drive through breakfast pancakes, it is good to build community.

Erin Hillmer – Christina, do you think this is doable?

Christina Connelly– I think it is reasonable.

Erin Hillmer – We have a lot of things to cover. Special event subcommittee, please come back with a more flushed plan/proposal by next month so we can move on to other things.

2. Finance (Ben Kaun, Mike Bollinger):

Erin Hillmer - welcome Ben, I know you sent an e-mail, do you have anything else to add?

Ben Kaun – We have not done the budget yet. It will be helpful to have an idea of fundraising, how much they could bring plus and which expenses that we will not have. With that information we can make proportional projections. So far we have \$7,000 in pledges for last month, last year we had about \$20,000 per month. Also, some of this initial month pledges include the 10 month front pledges, we will have a better idea by next month. Last year we had the budget by Nov/Dec, I think this year we can have it by October.

Beth Dawson - Gave an update on the fundraising discussion. We are thinking of a Holiday Fundraising, possibly a Pancakes Breakfast and a Spring Fundraising (Readathon or Online Auction). Maggie, do we know the expenses for this? Maggie, can you give us the estimated cost of the Holiday Fundraising?

Maggie Zavala – there are no fees for the Holiday Fundraising, it is free and so is the Online Auction.

Beth Dawson – Maggie can you please describe the Holiday Fundraising for Ben?

Maggie gave an update to Ben.

Beth Dawson – Maggie, do you know how much schools usually make from this?

Maggie Zavala – I think because we are in such different times, I am not sure if the previous year amounts will be a reflection of what we will get.

Erin Hillmer – I rather invest time in building community (pancakes breakfast) instead of asking people for money. Another thing, this year we have changed the way we do the pledges. Before people filled up a credit card authorization form and pledge authorization form, those went together. Now people can donate directly from our website without completing those forms. We might need a new way to track things.

Ben Kaun – Erin, you are referring to the fact that we are taking paper and digital pledge forms and payments that are separate and asking our bookkeeper to process that information and cross reference things. As it is right now, people can write a pledge in the pledge form, donate that amount the 1st month and discontinue the pledge the following months.

Erin Hillmer – How about people that are not filling the pledge form and yet they are donating? Why do we have pledge forms? We are going to have disparate data this year, it will not be as clear this year. Please let us know if anyone has an idea of how to better track this.

Ben Kaun – it is a tradeoff; we added a new format that makes it easy for the parents to donate but it adds to the bookkeeping tracking end of things. My other question on the expenses side of things, is there anything else we are cutting or supporting. I know we are cutting GPA contracts. Are we supporting other items, I know we are supporting what used to be GSF funding, is that similar?

Erin Hillmer – Yes, it is. Keri and William any updates on mini-grants? You will bring that to us, correct?

Keri Pugno – Yes, we will. The district worked with the union, to let them know that they can have up to \$500 per teacher for a project to support distance learning, that is separate from GPA funding. Teachers are very appreciative of that GPA funding, but they will understand if that money will be put on hold for this year. Mr. Deeths, what is your take?

William Deeths – teachers are very appreciative; I won't even make this a discussion and worry about this another time.

Beth Dawson – quick time check, we are at the 1 hour mark and we have covered a 3rd of the agenda.

3. Governance (Mike Bollinger, Ana Horta)

Ana Horta – we have not been able to meet yet, we have no updates.

Erin Hillmer – Keri, can you please give us an update about contracts?

Keri Pugno – No contracts have been signed yet. Coach Paige had another delay, his daughters were born earlier. At this point the only independent contractor is Spencer Burrows. I am seeing all of his posts, so I know it is happening.

Beth Dawson and Erin Hillmer – will be in touch to get the contracts signed.

4. Communications (Erin Hillmer, Tiffany Melville, Beth Dawson):

Erin Hillmer – we got out our newsletter, we missed the 1st Monday message. We are going to be looking for a volunteer to send the 1st Monday message to Mrs. Candau. We got the payments set up on the website.

Beth Dawson – how does the information needs to be formatted to be sent to Mrs. Candau, straight e-mail or does it need to be formatted

Erin Hillmer – it is an e-mail with contents, if there is a link, we need to send her the link. We can put the link to the GPA meeting that is included the Monday before the GPA meeting. The Monday before the board meeting, that message should include the link and information about the meeting and the Zoom link

Beth Dawson- I will lead it and reach out to Tiffany to see if she wants to help with that as needed. When is the deadline to send the newsletter to Mrs. Candau?

Erin Hillmer - Information has to be send to Mrs. Candau by Friday at 2 pm

5. School Liaison (Allison Herman)

Erin Hillmer – Thank you Allison for helping with the water delivery. Will, are you getting water deliveries at Hillcrest?

William Deeths – Yes, we are, thank you very much

Erin Hillmer – We are currently collecting a lot of paper pledge forms at both Gravenstein and Hillcrest, could you help with this? Ben are you picking up the paper pledges?

Ben Kaun – I am happy to have another person pick up but I can do it if needed. Picking up every 2 weeks will be good. Can you please drop them off to the bookkeeper?

Allison – I can pick up the pledges. Ben, where should I drop them off?

Ben gave Allison the directions to the bookkeeper.

D. Enrich! Program

Beth Dawson – Keri, do we know the levels of participation in the Enrich program yet?

Keri Pugno – I do not really know a lot right now, but more people are signing up. I already gave updates in the contracts.

Beth Dawson – what is our role as a non-profit group in terms of employment status? This question is not concrete, it is a broad question, we can table this for a later discussion. Any barriers in terms of the pledge packet? Any comments on that? I do not think there are many.

Erin Hillmer – the biggest barrier is pandemic and distance learning but not much we can do about that.

Beth Dawson – In terms of board recruitment, a higher participation level in the GPA will be good, please keep talking to your peers about the GPA. It will be nice to have a healthy, robust invested board.

E. Principal's Reports

Keri Pugno – I do not have anything else to report

William Deeths – I want to say thank you for the t-shirts, all the students will get a t-shirt.

F. Superintendent's Report - Discussion of GUSD waiver application

David Rose – One of the steps that is required from us to apply for the waiver is that we bring this to the parent's association. We spend a lot of time looking at the CDC guidelines, state guidelines, OSHA regulations to put together our strategy. There are 12 topics and the explanations for each area are in the right column. We are looking for feedback, questions, etc. We plan to post this on our website but we are looking for feedback from our stakeholders.

Erin Hillmer – Any questions?

Beth Dawson – are we making comments or approving this?

Dave Rose – We only need to share it, a discussion, it means we share this plan with our stakeholders. The GPA can comment but it is not subject to the parent's organization approval.

Beth Dawson – Can we have more time to review this? It was sent before the meeting started.

Dave Rose – We sent to the GPA address 2 weeks ago, I will love to tune this in by the end of the day on Thursday. Please take a day to read this and send me an e-mail with your feedback.

Ben Kaun – I went over it quickly and did not see anything in particular that stands out.

Sarah Tendall – I briefly went over it, is it 5 or 7 students? Does it have the support of GUTA? How will the students be selected?

Beth Dawson – those are my questions too.

Dave Rose – teacher gave their input about the size of the cohort they would like. This is hypothetical because the infection rate has changed now since this was drafted. When we go through and talk to GUTA, we might have further revisions and changes. Desire will also determine and change things, we cannot mandate students to attend. Ideally will be good to have 1 teacher in distance learning and 3 doing in-person instruction for grade TK-6th. At Gravesntein we can get up to 15 students in Gravesntein, at Hillcrest 17 students per classroom. The final model will be driven by the number of participants and by our stakeholders, there is no set structure.

Sarah Tendall – if you opt for one model will we not have the option for the other model? Will you offer a mixed model?

Dave Rose – it will be hard to have a teacher split their day like that and to deliver 2 platforms while keeping the quality of the program we are offering right now. Families will have to choose between in-person or distance learning.

Ben Kaun – is there a start date?

Dave Rose – the optimistic goal is to start in 3 weeks if we maintain the current levels for 14 more days.

Beth Dawson – I thought this was a waiver for high need students. Will this be open to all families?

Dave Rose – right now we can have small groups of kids on campus without a waiver. And yes, if the waiver gets through, this option will be open to all families.

Christina Connelly – under topic #5, where will the kids be held if they have a fever?

Dave Rose – we have identified a couple of areas (nurse station, a place on stage). We will have an isolation area.

Sarah Tendall – will K-2nd grade students be required to wear masks?

Dave Rose – we cannot legally require that, we can recommend but not mandated.

Erin Hillmer – First you talked about 5-7 students and you also mentioned 15-17. What will be the length of the instruction, how will the day look like?

Dave Rose – this was drafted in mid-July when our rates were the highest, the text here is flexible, it is a fluid model. We do not have enough information yet to determine many of these aspects.

Erin Hillmer – many aspects are not clear to me and I cannot really give feedback.

Dave Rose – the questions we are asking here is, if we follow all the CDC, state and OSHA guidelines will you consider in-person instruction?

Beth Dawson – what if we have more families applying than teachers wanting to teach?

Dave Rose - We have picnic tables and tents coming and we are ready to go. We will have to come up with a selection process.

Sarah Tendall – to Erin's point, it will be important for families to know what my child's day looks like?

Dave Rose – we will not know for sure until we start this.

Erin Hillmer – how about those that have comments e-mail Dave?

Dave Rose – please keep in mind that we are not asking for approval, we are just asking for feedback.

Keri Pugno – this is a step to begin conversation about how in-person instruction could look; it is one step closer to making in-person instruction real.

Waiver conversation wrapped up.

Beth Dawson – let's conclude the meeting.

Motion moved by Erin Hillmer to adjourn the meeting, Allison seconds, meeting adjourn at 7:39 pm

Mission and Vision Statement:

GPA is the non-profit foundation dedicated to supporting and enhancing the ENRICH! Program. GPA does this by providing volunteers, direction and funding for these programs in cooperation with the GUSD school board, administration, teachers and staff.

Off-meeting Motions via E-mail

August 28th, 2020

Erin Hillmer- Before our next meeting, I'd like to bring a motion forward to approve the purchase of WP Simple Pay for our website. This will allow us to take payments directly from wearegpa.com This will allow us to use fewer hours of our bookkeeper's time, hopefully lowering our monthly bookkeeping costs. It will be \$99/year moving forward if we continue to do it after the initial year. <https://wpsimplepay.com/pricing/>

Beth Dawson – I second.

All in favor.

September 2nd

William Deeths - Ms. Baird and our Leadership class want to purchase Hillcrest spirit shirts for the entire school and give them out to all of our students and staff. The costs of 330 shirts is \$2715.

The Hillcrest Student Body fund has well over \$7000 in our account. Unfortunately, due to school finance rules, we cannot purchase these shirts until we have elected student council officers in place to approve the purchase. Elections will not be happening until we get closer to late September.

Could GPA assist us by purchasing these shirts now and then once we have a Student Council in place we can repay GPA?

Erin Hillmer - I propose a motion to pay for the spirit shirts for Hillcrest Middle School and have the Student Council reimburse us when the new council is elected.



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**GPA Board Meeting Agenda
10-20-20 6:00 pm Online Zoom Meeting**

A. Secretary's Report

1. Approval of 9-15-20 board minutes.
2. Upcoming GPA meetings through December: 11/17, 12/15.

B. Public Comment on Non-Agenda Matters

C. Updates from Subcommittees

1. Special Events/Fundraising (Sarah Tendall, Maggie Zavala, Tiffany Melville):
2. Finance (Ben Kaun, Mike Bollinger): Pledge amounts thus far?
3. Governance (Mike Bollinger, Ana Horta)
4. Communications (Erin Hillmer, Tiffany Melville, Beth Dawson):
5. School Liaison (Alison Herman)

E. Principal's Reports

F.. Superintendent's Report

**Gravenstein Union School District
Facilities Report
November 2020**

Hillcrest Heat Mitigation Project: QKA is continuing work on analyzing best value improvements, based on what approaches will work towards the goal of heat mitigation. They are working on cost analysis on what various approaches will cost, so we as a district can evaluate what actions provide the greatest benefit versus the estimated expenditure.

Air Purifier Grant Opportunity: Through an opportunity provided by the Federated Indians of Graton Rancheria (the Tribe), have established a FIGR COVID-19 Safe Classroom clean air program aimed at supporting low income student populations across the county. The tribe has entered an agreement between both Sonoma County Office of Education and the Marin Office of Education to identify each school district's eligibility based on the 2019-2020 school year enrollment data and amount of students that qualify for free and reduced meals. Based on the grant program, the Graton Rancheria Tribe will provide reimbursement (up to \$1,000.00 per unit) for one air purifier for every 20 low income students.

For the Gravenstein Union School District it equates to us qualifying for eight units through this program! To qualify, we need to purchase units that meet EPA guideline requirements (we have found a qualifying model), and provide an invoice that shows we have purchased them by November 25th. Then we would need to take a picture of them installed and operational by the end of the year December 31st to qualify for the reimbursement. This is an excellent opportunity for our School District to take advantage of this general grant, and further provide another tool for air filtration. The units we are looking at ordering are the AeraMax PRO IV which is rated to handle our classroom spaces.

CBO Report for the November 12, 2020 Board Meeting

- 1) CBEDS staff reporting certified
- 2) CARES Act expenditure reporting has been submitted for all resources
- 3) CalSAAS submission in process now and due by November 30, 2020
- 4) Hillcrest Middle & Gravenstein Elementary Modernization Eligibility Updates for Modernization Funding
- 5) First Interim Reporting in process
- 6) Future projects:
 - a. GASB 75 – all data submitted/waiting for report to be generated
 - b. Audit – review has been completed/waiting for the report to be generated new audit deadline: December 15, 2020 to March 31, 2021

**GRAVENSTEIN SCHOOL DISTRICT
2019/20 State New Construction Funding Estimate**

Districtwide 2019/20 Analysis	Estimated Eligibility*						Base Grant	Fire Detection Alarm	Project Assistance	Small Size Project	State Share (50%)	District Share (50%)	Total Project Eligibility**	60% Commensurate
	K-6	7-8	9-12	NS	S	Total								
* 2019/20 "locked" eligibility	0	0	0	55	7	62	\$ 1,531,854	\$ 2,854	\$ 7,615	\$ 183,822	\$ 1,726,145	\$ 1,726,145	\$ 3,452,290	\$ 2,071,374

*The District's 19/20 new construction eligibility will be locked for three years from the SAB approval date.

**Funding estimates do not include potential eligible site acquisition costs or additional eligible augmentations. The estimates require the Office of Public School Construction review and approval of funding application documents.

Grade Level	2020 Pupil Grant	2020 Fire Detection	2020 Auto Sprinkler
K-6	\$ 12,451	\$ 15	\$ 205
7-8	\$ 13,169	\$ 20	\$ 248
9-12	\$ 16,756	\$ 34	\$ 258
Non-Severe	\$ 23,399	\$ 44	\$ 442
Severe	\$ 34,987	\$ 62	\$ 659

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In order to submit an SAB 50-04 Application for New Construction Funding to the Office of Public School Construction following documents are required:

- DSA approved plans and specifications
- DSA plan approval letter
- CDE final site approval letter (if applicable)
- CDE final plan approval letter
- Site development worksheets (service site, off site and utilities)
- Relocation costs that conform to Title 25, CA code of regulations (if applicable)
- DTSC Expenditures (if applicable)
- Appraisal (no more than 6 months old) (if applicable)
- District is required to have title to the property, entered into escrow for the property, or have a prejudgement order of possession (condemnation). District is required to submit escrow agreement which indicates the agreed upon purchase price. (if applicable)
- Construction cost estimate (must be a minimum of 60% of the total project cost)
- Career Technical Education Certification letter, Jack Schreder & Associates to provide sample
- SAB 50-04 Application for Funding
- Approved school board resolution authorizing the submittal of funding applications, JSA to provide sample

October 27, 2020

Ms. Wanda Holden
District Representative
Gravenstein Union Elementary School District
3840 Twig Avenue
Sebastopol, CA 95472

Dear Ms. Holden:

The Office of Public School Construction (OPSC) has received your District's School Facility Program (SFP) application documents for the amendment of your modernization eligibility at the following school(s):

Hillcrest Middle

This application is subject to the current SFP Regulations approved by the Office of Administrative Law on **August 31, 2020**.

Please refer to OPSC's Web site at www.dgs.ca.gov/OPSC for a copy of the Architect's Submittal Guidelines for the School Facility Program. The guidebook may be located at https://www.dgs.ca.gov/-/media/Divisions/OPSC/Services/Guides-and-Resources/Arch_Sub.ashx. OPSC encourages the districts to include these guidelines as a part of their Request for Proposal/Qualifications and/or contract for its project architect.

Should you have any questions concerning this matter, please feel free to contact me at (916) 375-5987.

Sincerely,

Adrian Felseghi

ADRIAN FELSEGHI
Application Review Analyst
Office of Public School Construction

AF:af

cc: Alma Gamino, Project Manager
File

SCHOOL FACILITY PROGRAM

PURPOSE OF REPORT

To adjust the baseline eligibility for new construction and modernization projects under the Leroy F. Greene School Facilities Act of 1998.

DESCRIPTION

The districts listed on Attachment A have received eligibility approval for new construction. There has been a change in their baseline in accordance with the California Code of Regulations relating to the Leroy F. Greene School Facilities Act of 1998, Section 1859.51.

The districts listed on Attachment B have received eligibility approval for modernization. There has been a change in their baseline in accordance with the California Code of Regulations relating to the Leroy F. Greene School Facilities Act of 1998, Section 1859.61.

RECOMMENDATIONS

1. Approve an adjustment to the new construction eligibility baseline determination as shown on Attachment A.
2. Approve an adjustment to the modernization eligibility baseline determination as shown on Attachment B.
3. Provide that this approval of adjusted eligibility determination does not constitute a commitment for future funding by the State Allocation Board.

KEY TO ADJUSTMENTS

NEW CONSTRUCTION ONLY

- (a) Reduced by the number of pupils provided grants in a new construction School Facility Program (SFP) project and by the number of pupils that received a Preliminary Apportionment pursuant to Section 1859.140 or a Preliminary Charter School Apportionment pursuant to Regulation Section 1859.162.2.
- (b) Reduced by the number of pupils housed, based on the loading standards pursuant to Ed. Code Section 17071.25(a)(2)(A), in a new construction LPP project funded under the provisions of the LPP pursuant to Regulation Section 1859.12 or 1859.13.
- (c) Reduced by the number of pupils housed in additional classrooms constructed or purchased based on the loading standards, pursuant to Ed. Code Section 17071.25(a)(2)(A), in a modernization SFP project.
- (d) Adjusted as a result of audit findings made pursuant to Regulation Sections 1859.90 and 1859.105.
- (e) Increased/decreased by changes in projected enrollment in subsequent enrollment reporting years, except as provided in (j) below.
- (f) Adjusted as a result of errors or omissions by the district or by the Office of Public School Construction (OPSC).
- (g) Adjusted as result of amendments to the SFP Regulations that affect the eligibility.
- (h) Increased by the number of pupils eligible for grants pursuant to Regulation Section 1859.82(a).
- (i) Reduced by the number of pupils housed in classrooms provided after the baseline eligibility was determined by the State Allocation Board, with 12 exceptions at Regulation Section 1859.51(i).
- (j) For Small School Districts, following a 3-year period after the district's eligibility was approved by the Board, decreased by any reduction in projected enrollment, and by any increase in pupils in the latest CDE operational grant report per Ed. Code Sec. 42268.
- (k) Adjusted for any changes in classroom inventory as a result of a reorganization election.
- (l) For classroom loading standards adopted by the Board for non-severely and severely disabled individuals with exceptional needs.
- (m) As directed by the SAB due to finding a Material Inaccuracy pursuant to Section 1859.104.1.
- (n) Increased by the number of pupils that received a Preliminary Apportionment that was rescinded pursuant to Section 1859.148 or a Preliminary Charter School Apportionment that was rescinded pursuant to Section 1859.166.
- (o) Adjusted for operational grant changes as determined/provided by the California Department of Education.
- (p) For High School Attendance Area (HSAA) districts with Preliminary Apportionments within the 2002 or 2004 Critically Overcrowded School Facilities Account, adjusted in accordance with Regulation Section 1859.51(p)(1), (2), or (3).
- (q) Adjusted by the difference between the Alternative Enrollment Projection for the current enrollment reporting year and the projected enrollment determined pursuant to Section 1859.42 for the current enrollment reporting year, or by the eligibility remaining from this calculation that can no longer be utilized if the funds made available pursuant to EC Section 17071.75(a)(1)(A) have been exhausted.
- (r) Adjusted per Ed. Code Sec. 17071.75(b)(2) by the number of pupils housed, based on the loading standards per Ed. Code Sec. 17071.25(a)(2)(A), in any classroom(s) where title was relinquished to the School District receiving the transferred classrooms.

KEY TO ADJUSTMENTS

MODERNIZATION ONLY

- (a) Reduced by the number of pupils provided grants in a modernization SFP project or CSFP Rehabilitation project at the specific site.
- (b) Reduced by the number of pupils housed, based on the loading standard pursuant to EC Section 17071.25(a)(2), in a modernization LPP project funded under the LPP pursuant to Regulation Section 1859.14 and 1859.15.
- (c) Increased by changes in projected enrollment in subsequent enrollment reporting years.
- (d) (1) Increased for additional facilities not previously modernized with State funds, that become 25 years old, if permanent, or 20 years old, if portable or, (2) as a result of audit findings made pursuant to Regulation Sections 1859.90 and 1859.105.
- (e) Adjusted as a result of errors or omissions by the district or by the OPSC.
- (f) Adjusted as result of amendments to the Subgroup 5.5 Regulations that affect the eligibility.
- (g) For classroom loading standards adopted by the Board for non-severely and severely disabled individuals with exceptional needs.
- (h) As directed by the SAB due to finding a Material Inaccuracy pursuant to Regulation Section 1859.104.1.
- (i) Increased for facilities previously modernized with State funds, which qualify for an additional modernization apportionment pursuant to Regulation Section 1859.78.8.
- (j) Adjusted as a result of the Reconfiguration of an existing high school under the Small High School Program.
- (k) Decreased for facilities that were deemed eligible for modernization pursuant to Regulation Sections 1859.60 and 1859.61(d) and subsequently replaced, or will be replaced under a signed contract for construction or acquisition of facilities, in a project funded by the district without participation from the State.
- (l) Adjusted as a result of replaced eligible portables funded with the Overcrowding Relief Grant, per Ed. Code Section 17079 et seq.
- (m) Adjusted as a result of classrooms demolished and replaced pursuant to Regulation Section 1859.82.

State Allocation Board Meeting, October 28, 2020
ATTACHMENT A

District: Garfield Elementary
Attendance Area: Districtwide
County: Humboldt
Application Number: 50/62836-00-000

	Type of Adj.	K-6	7-8	9-12	Non-Severe	Severe
<i>Current Baseline Eligibility</i>		0	0	0	0	0
<i>Adjustment Per This Item</i>	e	47	0	0	17	0
Net Baseline Eligibility		47	0	0	17	0

District: Gravenstein Union Elementary
Attendance Area: Districtwide
County: Sonoma
Application Number: 50/70714-00-000

	Type of Adj.	K-6	7-8	9-12	Non-Severe	Severe
<i>Current Baseline Eligibility</i>		-219	-89	0	0	0
<i>Adjustment Per This Item</i>	e	318	91	0	55	10
Net Baseline Eligibility		99	2	0	55	10

District: Hilmar Unified
Attendance Area: Districtwide
County: Merced
Application Number: 50/65698-00-000

	Type of Adj.	K-6	7-8	9-12	Non-Severe	Severe
<i>Current Baseline Eligibility</i>		1,870	259	303	70	1
<i>Adjustment Per This Item</i>	e	-519	-117	-109	-14	0
Net Baseline Eligibility		1,351	142	194	56	1

District: Hollister Elementary
Attendance Area: Districtwide
County: San Benito
Application Number: 50/67470-00-000

	Type of Adj.	K-6	7-8	9-12	Non-Severe	Severe
<i>Current Baseline Eligibility</i>		2,337	440	0	192	-59
<i>Adjustment Per This Item</i>	e	-62	102	0	-19	-2
Net Baseline Eligibility		2,275	542	0	173	-61

Explanation of Unification Process – 3 -5 year process 2020 – 2024/2025 (all dates listed are an approximation)

- WSCUHSD (here after known as High School District) requests SCOE to pursue a Study regarding Unification of High School District and 10 partner Elementary Districts in West County – Oct 2020
- County Committee on School District Organization meets to address and give direction to County Superintendent – Nov 9, 2020
- County Board votes approves expenditure – Dec 2020?
- Study begins January 2021 (approx.)
- Study to take between 9-12 months (approx.) – completion date Jan 2022?
- Jan- Feb 2022 all districts in study review outcomes
- **IF** it is beneficial for a district(s) to unify with High School District, those boards must approve unification – town halls, discussions with community etc. (not unlike the process High School District is currently doing) Feb 2022 – Dec 2022
 - **IF** a district(s) do(es) NOT approve, the process stops there
 - **IF** districts approve - County Committee on School District Organization reviews outcomes and begins process of Community meetings at each district interested in unifying as well at High School District to get their input Feb 2022 – Dec 2022
- **IF** it is beneficial for a district(s) to unify with High School District, those boards and High School District Board begin planning process of how that unification might look – Dec. 2022/Jan 2023 – Fall 2023 or longer?
- **IF** unification is approved in district(s), the County Committee on School District Organization meets to vote on approval of said unification - Fall 2023?
 - **IF** County Committee does NOT approve, the process stops there
- **IF** County Committee approves, then an Election is held in the district(s) that agree to unify with High School District to get voters' approval or denial – Fall 2023 or Spring 2024 (timing)
 - **IF** the voters do NOT approve, the process stops there
- **IF** said voters approve, further planning happens as to how the “new” district looks, its board make-up, hiring/release of Administration etc. (Spring 2024 – Fall 2024 or longer)
 - Decision would have to made regarding # of board members from 5-7 (or stay 5 based on # of students in new district), whether to move to area voting vs at large voting (as is currently in place for High School District)
 - Election would be held regarding Board members
- District(s) unify with High School District – Fall 2024 or Fall 2025 (timing)

Please note these **IF's** are just that, a **BIG IF** and the process and any outcomes are out of the hands of the High School District with each and every step of the process.

ReqPay12d

Board Report

Checks Dated 10/01/2020 through 10/31/2020

Board Meeting Date November 12, 2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1804109	10/01/2020	Sposato, Brian H	04-4380	Reimb. Marque Install Supplies	134.02	
			04-4400	Reimb. Covid Supply	169.65	303.67
1804110	10/01/2020	Advanced Security Systems	01-5800	Fire Alarm Monitoring 2020-21	7.56	
			03-5800	Fire Alarm Monitoring 2020-21	86.94	94.50
1804111	10/01/2020	Alpha Analytical Laboratories,	01-5830	Water testing for Gravenstein	105.04	
			03-5830	Water testing for Gravenstein	1,207.96	1,313.00
1804112	10/01/2020	AT&T Mobility	01-5840	Wireless Service - year 1	134.45	
			03-5840	Wireless Service - year 1	1,613.35	
			04-5840	Wireless Service - year 1	941.12	2,688.92
1804113	10/01/2020	BrainPOP LLC	01-4340	BrainPOP for Gravenstein	299.60	
			03-4340	BrainPOP for Gravenstein	3,445.40	3,745.00
1804114	10/01/2020	Business Card	01-4380	Maint Supplies Grav	19.53	
			03-4380	Maint Supplies Grav	224.57	244.10
1804115	10/01/2020	Focused Behavioral Solutions	04-5830	Focused Behavioral Solutions		233.40
1804116	10/01/2020	Grainger Inc.	01-4370	N95 Resperators	3.17	
			03-4370	N95 Resperators	37.99	
			04-4370	N95 Resperators	22.15	63.31
1804117	10/01/2020	Office Depot	03-4400	Desk Chair- Hansen		189.02
1804118	10/01/2020	Pacific Gas & Electric	01-5520	Light Poles at Grav Elem 2020-21	1.38	
			03-5520	Light Poles at Grav Elem 2020-21	15.92	17.30
1804119	10/01/2020	Vision Service Plan	01-9574	Employee's Vision Plan Coverage 2020-21		2,030.60
1805047	10/08/2020	Ashley Hulsey	01-8699	Refund of Chrombook Ins		100.00
1805048	10/08/2020	Hawkins, Kim I	01-9515	Re-issue Reimb. ELPAC Mileage		117.74
1805049	10/08/2020	Ally Technology Consulting LLC	01-5840	IT Consultant 2020-21	162.50	
			03-5840	IT Consultant 2020-21	1,950.00	
			04-5840	IT Consultant 2020-21	1,137.50	3,250.00
1805050	10/08/2020	Clover-Stornetta Farms Inc.	13-4700	Milk Purchases 2020-21		28.00
1805051	10/08/2020	Office Depot	01-4350	School Supplies-Multi	3.64	
			03-4310	Class Supplies- TK	62.22	
				School Supplies-Multi	25.73	
			03-4350	School Supplies-Multi	41.98	133.57
1805052	10/08/2020	Pacific Gas & Electric	01-5520	Electric and Gas for 2020-21 @ Gravenstein	118.75	
			03-5520	Electric and Gas for 2020-21 @ Gravenstein	475.02	
			04-5520	Electric and Gas for 2020-21 @ Hillcrest	855.49	1,449.26
1805053	10/08/2020	Ray Morgan Company	01-4359	Staples for Copiers	21.84	
			03-4359	Staples for Copiers	251.12	

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ESCAPE ONLINE

ReqPay12d

Board Report

Checks Dated 10/01/2020 through 10/31/2020

Board Meeting Date November 12, 2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1805053	10/08/2020	Ray Morgan Company	04-4359	Staples for Copiers	304.40	577.36
1805054	10/08/2020	U.S. Bank Equipment Finance	01-5631	Copier Lease for Schools and DO for 2020-21	35.27	
			03-5631	Copier Lease for Schools and DO for 2020-21	423.38	
			04-5631	Copier Lease for Schools and DO for 2020-21	246.98	705.63
1806067	10/15/2020	U.S. Bank Corporate Payment	01-4310	Day Camp Supplies	5.84	
			01-4400	Counselor Supply	2.16	
			01-5202	Colaborative Classroom	12.01	
			03-4310	Day Camp Supplies	67.14	
			03-4400	Counselor Supplies	25.97	
				Ergo Equipment DL	752.31	
			03-5202	Colaborative Classroom	138.00	
			04-4310	Class Supply- Blanco	9.63	
				Elective Supplies	260.61	
				LA Book -Reed	12.98	
			04-4400	Counselor Supplies	15.15	
				Ergo Equipment DL	411.71	1,713.51
1806068	10/15/2020	Trivunovic, Beth	03-4340	Reimb. Software -Beth T		19.80
1806069	10/15/2020	Carey, Paul R	03-4310	Reimb. Class Supplies		189.27
1806070	10/15/2020	ACSIG	01-9573	Employee's Dental Plan Coverage 2020-21		9,380.50
1806071	10/15/2020	Alpha Analytical Laboratories,	04-5830	Water testing for Hillcrest		109.00
1806072	10/15/2020	Clover-Stornetta Farms Inc.	13-4700	Milk Purchases 2020-21		39.00
1806073	10/15/2020	Counterpoint Construction Services, Inc.	40-6200	Hillcrest Temperature Mitigation		790.00
1806074	10/15/2020	Frontline Technologies Group L LC	01-5200	Escape Employee Management Certification	35.00	
			03-5200	Escape Employee Management Certification	420.00	
			04-5200	Escape Employee Management Certification	245.00	700.00
1806075	10/15/2020	SyTech Solutions	01-5830	Document Management Services 2020-21	12.52	
			03-5830	Document Management Services 2020-21	150.30	
			04-5830	Document Management Services 2020-21	87.68	250.50
1806076	10/15/2020	Alpha Analytical Laboratories,	01-5830	Water testing for Gravenstein	2.56	
			03-5830	Water testing for Gravenstein	29.44	
			04-5830	Water testing for Hillcrest	32.00	64.00
1806077	10/15/2020	Clover-Stornetta Farms Inc.	13-4700	Milk Purchases 2020-21		32.50

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ESCAPE ONLINE

ReqPay12d

Board Report

Checks Dated 10/01/2020 through 10/31/2020

Board Meeting Date November 12, 2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1806078	10/15/2020	Focused Behavioral Solutions	04-5830	Focused Behavioral Solutions		700.00
1806079	10/15/2020	Sable Computer Inc. DBA KIS	01-4440	Desktop Computer - 1Grav- 1HMS	95.01	
			03-4440	Desktop Computer - 1Grav- 1HMS	1,092.73	
			04-4440	Desktop Computer - 1Grav- 1HMS	1,187.74	2,375.48
1806080	10/15/2020	Ray Morgan Company	01-5633	Copier Contract Charges 2020-21		1,085.63
1806081	10/15/2020	Prunetti Jones, Bernadette R	04-4340	Reimb. Software-Covid		36.00
1806082	10/15/2020	AT&T Calnet 3	01-5911	Gravenstein AT&T CALNET 3 Charges 2020-21	13.72	
			03-5911	Gravenstein AT&T CALNET 3 Charges 2020-21	163.64	
			04-5911	Gravenstein AT&T CALNET 3 Charges 2020-21	81.56	
				Hillcrest AT&T CALNET 3 Charges 2021-21	63.55	322.47
1806083	10/15/2020	Clover-Stornetta Farms Inc.	13-4700	Milk Purchases 2020-21		39.00
1806084	10/15/2020	Fishman Supply Company	01-4370	Gravenstein Custodial Supplies-District	627.01	
			01-4400	Victory Electrostatic Sprayer	55.16	
			03-4370	Gravenstein Custodial Supplies-District	446.74	
			03-4400	Victory Electrostatic Sprayer	634.39	
			04-4370	Gravenstein Custodial Supplies-District	163.84	
			04-4400	Victory Electrostatic Sprayer	689.56	1,723.22
1806085	10/15/2020	McGraw-Hill School Education	01-4110	Open Court ELA Grades 1-5 Account #247107	1,758.24	
			03-4110	Open Court ELA Grades 1-5 Account #247107	12,824.17	14,582.41
1806086	10/15/2020	Office Depot	01-4310	Toner for Printer-Staff rm and Students	13.86	
			01-4390	Toner for Printer-Staff rm and Students	13.86	
			03-4310	Class Supplies- TK	25.33	
				Toner for Printer-Staff rm and Students	159.33	
			03-4390	Toner for Printer-Staff rm and Students	159.33	
			13-4390	Food Service Printer	140.61	512.32
1806087	10/15/2020	Pitney Bowes Global Financial	01-5600	Postage Machine Lease Rental 2020-21	8.63	
			03-5600	Postage Machine Lease Rental 2020-21	103.44	
			04-5600	Postage Machine Lease Rental 2020-21	60.34	172.41
1806088	10/15/2020	Presence Learning, Inc.	01-5830	Flat Rate SLP Services Contract FY21	392.49	
			03-5830	Flat Rate SLP Services Contract FY21	4,709.86	
			04-5830	Flat Rate SLP Services Contract FY21	2,747.42	7,849.77
1806089	10/15/2020	Santa Rosa City Schools	13-4710	Lunch Program for 2020-21		4,275.00

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ESCAPE ONLINE
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Checks Dated 10/01/2020 through 10/31/2020 Board Meeting Date November 12, 2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1806090	10/15/2020	Weeks Drilling & Pump Co. Inc.	01-5530	Gravenstein Elem Water Service for 2020-21	38.00	
			03-5530	Gravenstein Elem Water Service for 2020-21	437.00	
			04-5530	Hillcrest Water Service for 2020-21	475.00	950.00
1807086	10/22/2020	Emily Acosta Lewis	01-8699	Refund for Chromebook Ins.		50.00
1807087	10/22/2020	Van Dyke, Kory L	03-4400	Reimb.DL Teacher Supply		270.63
1807088	10/22/2020	Oakley, Barbara A	03-4310	Reimb. DL Supplies		19.63
1807089	10/22/2020	All-Guard Alarm Systems, Inc	03-5800	Alarms-Hillcrest & Gravenstein 2020-21 SY	936.75	
			04-5800	Alarms-Hillcrest & Gravenstein 2020-21 SY	663.75	1,600.50
1807090	10/22/2020	Ally Technology Consulting LLC	01-5840	IT Consultant 2020-21	162.50	
			03-5840	IT Consultant 2020-21	1,950.00	
			04-5840	IT Consultant 2020-21	1,137.50	3,250.00
1807091	10/22/2020	Fishman Supply Company	01-4400	Custodial Cart for Gravenstein	22.83	
			03-4400	Custodial Cart for Gravenstein	262.54	
			04-4370	Gravenstein Custodial Supplies-District	107.60	392.97
1807092	10/22/2020	Jack Schreder & Associates, In c.	40-5830	September 2020 - School Facilities Program		948.75
1807093	10/22/2020	MCI Comm Service	12-5911	Daycare Phone Line for 2020-21		14.40
1807094	10/22/2020	Procare Software, LLC	12-4340	Procare Annual Cloud		768.00
1807095	10/22/2020	Recology Sonoma Marin	01-5560	Recology-Gravenstein	73.82	
			03-5560	Recology-Gravenstein	848.94	
			04-5560	Recology-Hillcrest 2020-21	649.50	1,572.26
1807096	10/22/2020	Redwood Pediatric Therapy Asso	03-5811	OT/Consult Svcs for Students RH and JZ		634.46
1807097	10/22/2020	Stephen Roatch Accountancy	01-5821	2019-2020 Audit Contract	280.00	
			03-5821	2019-2020 Audit Contract	3,360.00	
			04-5821	2019-2020 Audit Contract	1,960.00	5,600.00
1807098	10/22/2020	Weeks Drilling & Pump Co. Inc.	01-9510	Gravenstein Elem Water Service for 2019-20	52.09	
			03-9510	Gravenstein Elem Water Service for 2019-20	599.01	
			04-5530	Hillcrest Water Service for 2020-21	195.00	
			04-9510	Hillcrest Water Service for 2019-20	475.00	1,321.10
1807099	10/22/2020	Business Card	01-4362	Dist Fuel	8.73	
			01-4370	Cleaning Supplies	3.39	
			01-4380	Maint Supplies	30.82	
			01-4400	Sneeze Guard-Covid	3.98	
			01-4440	Computer Adapter	2.32	

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Checks Dated 10/01/2020 through 10/31/2020

Board Meeting Date November 12, 2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1807099	10/22/2020	Business Card	01-5869	Finance charge	37.50	
			03-4362	Dist Fuel	104.74	
			03-4370	Cleaning Supplies	39.03	
			03-4380	Maint. Supplies	363.76	
			03-4400	Sneeze Guard-Covid	45.80	
			03-4440	Computer Adapter	26.67	
			04-4362	Dist Fuel	61.10	
			04-4380	Maint. Supplies	130.00	
1808169	10/29/2020	Gorman, Megan K	04-4440	Computer Adapter	35.60	893.44
			03-4310	Reimb.DL Science	94.10	
1808170	10/29/2020	Barrera, Alicia E	03-4340	Reimb. Presentation Software	149.99	244.09
1808171	10/29/2020	CalPERS Cash & Payment Processing Unit	03-4310	Reimb.		65.39
1808172	10/29/2020	CDW Government Inc	01-9572	Employee's CalPERS Health Plan Coverage 2020-21		44,727.15
			01-4340	Adobe Acrobat Pro 2020	26.51	
1808173	10/29/2020	Clover-Stometta Farms Inc.	03-4340	Adobe Acrobat Pro 2020	304.81	
			04-4340	Adobe Acrobat Pro 2020	165.66	496.98
1808174	10/29/2020	DGS Div/State Architect	13-4700	Milk Purchases 2020-21		84.50
1808175	10/29/2020	Follett School Solutions, Inc.	40-6240	DSA filling fee for Alterations to CLRS A & B		1,299.00
			01-4340	Library Software for Grav Library-Renewal	47.59	
1808176	10/29/2020	IXL Learning	01-5840	Library Software for Grav Library-Renewal	12.00	
			03-4340	Library Software for Grav Library-Renewal	547.24	
1808177	10/29/2020	Office Depot	03-5840	Library Software for Grav Library-Renewal	138.00	744.83
			04-4340	IXL Learning 6,7 and 8 Gr Science 2020-2021		1,188.00
1808178	10/29/2020	Vision Service Plan	03-4310	Class Supplies- Team 4		394.24
1808179	10/29/2020	Accelerated Learning Inc.	01-9574	Employee's Vision Plan Coverage 2020-21		2,030.60
1808180	10/29/2020	Alpha Analytical Laboratories,	04-4110	STEMscopes (Accelerated learning)		270.04
1808181	10/29/2020	AT&T Mobility	04-5830	Water testing for Hillcrest		109.00
			01-5840	Wireless Service - year 1	150.83	
1808182	10/29/2020	Clover-Stometta Farms Inc.	03-5840	Wireless Service - year 1	1,809.90	
			04-5840	Wireless Service - year 1	1,055.77	3,016.50
1808183	10/29/2020	Employment Development Dept.	13-4700	Milk Purchases 2020-21		84.50
1808184	10/29/2020	McGraw-Hill School Education	01-9555	Unemployment Taxes for the year 2020-21		548.13
			01-4110	Open Court ELA Grades 1-5 Account #247107	7.84	
			03-4110	Open Court ELA Grades 1-5 Account #247107	90.15	97.99

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Checks Dated 10/01/2020 through 10/31/2020

Board Meeting Date November 12, 2020

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1808185	10/29/2020	Pacific Gas & Electric	01-5520	Light Poles at Grav Elem 2020-21	1.38	
			03-5520	Light Poles at Grav Elem 2020-21	15.92	17.30
Total Number of Checks					74	137,950.55

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	General Fund	44	64,993.28
03	Gravenstein Elementary Charter	45	44,777.01
04	Hillcrest Middle Charter	33	19,637.00
12	Child Development Fund	2	782.40
13	Cafeteria Fund	8	4,723.11
40	Special Reserve-capital Proj	3	3,037.75
Total Number of Checks		74	137,950.55
Less Unpaid Tax Liability			.00
Net (Check Amount)			137,950.55

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Gravenstein Union School District
October Payroll Report

November 12, 2020 Regular Board Meeting

Certificated Salary & Benefits

Regular: \$	528,764.07
Supplemental: \$	4,102.49

Classified Salary & Benefits

Regular: \$	173,477.71
Supplemental: \$	5,741.09

Total Salary & Benefits

\$	712,085.36
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Board of Education

Special Meeting Agenda - Study Session - Minutes

DATE: Thursday, October 1, 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

Meeting called to order at 5:01pm all board members in attendance

II. ADOPTION AND APPROVAL OF THE AGENDA Approval of the agenda for October 1, 2020 (2 min.)

Action taken/comments:

No changes to the Agenda

III. 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.

No Comment

IV. BOARD STUDY SESSION: IN-PERSON INSTRUCTION WAIVER (60 min.)

Situation: The California Department of Public Health, in conjunction with the Sonoma County Department of Health Services, is inviting applications from school districts interested in applying for a waiver of current restrictions on in-person instruction, limited to grades TK-6. The waiver process and application requires a series of steps, including the sharing of a reopening plan with stakeholders.

Plan: For staff to present a draft of a waiver application that includes reopening plan information to the Board and members of the public.

Note: No votes were taken during the study session. Comments below are a summary of the discussion. If additional information is requested it can be provided.

Discussion:

Currently schools throughout the state of California are allowed to have small groups of high needs students on campus. We have a very small group at Gravenstein. This is separate from the process we will be discussing tonight.

Dave Rose (DR) explained/summarized what has been posted on the website regarding the In-Person Instruction Waiver.

SDS - going to summarize in 30 seconds or less. What we are talking about tonight is getting an application for approval of a plan to file for a waiver. While that process gets started we are going to survey parents and negotiate with staff before going forward and that would be the plan. If we can't negotiate a plan, we don't have to go forward with the plan.

DR - the only details left to be worked out with staff are the exact schedule for the school day.

GA - Can we get the waiver and then make adjustments?

DR - all of the guidelines are non negotiable. If we don't confirm that we have those in place, then the waiver will not be considered. We want to put this waiver in with consent from our families and staff. We need to know how many students would be interested.

SDS - aside from the safety protocols that come from the feds we would still have to clarify the plan of what teachers would have to stay home.

GA - before the waiver can be filed we have to have sign offs from the staff.

DR - It is the state not the feds.

SDS - but we have to follow CDC guidelines which is fed

DR - yes but the feds will not see the waiver. To answer GA we have to have consultation with staff and parents, not sign off. We don't need a sign off or agreement, we just need to consult.

DR - Testing will be done by batch (per classroom). If there is a positive test, there would be a follow up test that is more expensive. The practical number is 2 positive initial saliva tests. The swab test is over 98% accurate.

PL - asks about TK - 2nd grade wearing masks. Thought he heard that they would not be wearing masks.

DR - no they would be wearing the mask. There may be some parents who don't want those kids to wear masks and so we would say we respect that and they should continue with distance learning.

PL - also interested in hearing from parents and staff.

SDS - clarifying question. Talk about date span and average new daily cases. regardless of the movement if we have a waiver in place that would determine day to day decisions, is that correct?

DR - yes to a point. If there was something we heard that could affect our campus then of course we would consider going back to full distance learning.

SDS - one more clarification - we know in the event of return to in person instruction there will be rumors of a positive test, what if we do have a positive test, are their procedures.

DR - yes

Open up the floor to parents and staff

Kathleen Byrne - EL support person at Gravenstein. I received a question in spanish and is translating the question from Olivia Morales

“As I understand it, a person who has had Covid 19, will still have the virus in their system for 3 months, will the school nurse have access to records indicating who has tested positive.”

DR - if there is a case beforehand. No we would not have records to those medical records, but if it is one that has happened on campus then we would be able to trace it.

Follow up question. “what will we do for students who are at higher risk due to diabetes or such”

DR - We would recommend they continue on distance learning. However, if they still wanted in person instruction we would put something in place to help.

Megan Gorman - 5th Grade Teacher - My main concern as a parent and teacher, not so concerned about the kids coming to school with a fever because they won't, but students will come to school with seasonal allergy sniffles. We don't just have students coming from Sebastopol, we have them coming from all over. So we can't just look at Sebastopol. If we need a waiver to come back to school, then it is just not safe.

Kory Van Dyke - Talks about how hard it has been to do distance learning and how much they have been working. But her focus is the students. She feels that the teachers cannot do two forms of teaching. Feels that allowing some students to come back to school would be too much. She just wouldn't be able to do distance learning and do in person learning.

DR - explains that depending on the numbers we would have a teacher doing in person learning and a different teacher doing distance learning

Jerie McNeil (JM) - concerned about the kids now getting used to how things are working and having their teacher. If the waiver happens and now suddenly they might have a different teacher and how it might feel for the student who can't go to school while their peers are on campus.

JK - thought she saw that teachers would evaluate the need for small group instruction.

DR - that is the current status we have right now. If it is direct instruction for an hour or two a day.

Tanya - parent with a kiddo in Kinder with Mrs. Crandall. Thought she heard about an opportunity to hire more teachers to help with the small groups. She is pro getting back on campus, but she hears what the teachers are saying and understands. Has there been any thought of doing classes outside. If we have the opportunity to hire more staff to help the teachers she is all for it.

Erin Hanauer - Wants to thank everyone for their hard work. This is just bad for everybody and she knows it can be very controversial. She knows everyone is worried about the spread. We have child care for staff members so couldn't we expand that to have a few more students on campus. She really feels that even a couple of hours a week would be so much better for the kids.

Brandon Webby - in chat - What happens if we don't apply? What are the possible outcomes?

SDS - we could wait and see what happens. If we open the door to applying now, if we successfully negotiate a plan then we can go for it. But if we try to negotiate a plan before applying we might have to wait much longer.

DR - If we don't apply, then we are playing the waiting game. If we aren't under a waiver status, we would have to wait a minimum of 28 days during the change from purple to red.

DR - adding to staff is unfortunately not really something we can do because we don't have the classrooms. We would consider that if we could. We are looking at temp staff for maintenance and instruction assistance. As to outside learning we have the ability to do that.

Stephanie Tomsy - TK Teacher - if we don't have any more classrooms, if all of my TK students want to come back, how can I offer quality instruction and maintain social distancing. As the only TK teacher she wouldn't really be able to do in-person and distance learning.

Molly Jackel - Parent - Knows that teachers did not sign on to be front line workers. If it is safe and we have staff that are willing she wants her kid to be on campus.

Sally Redfern - KN Teacher - We all want to be back on campus and we all want to see our students, but she feels the numbers are there for a reason. She feels that if we have the waiver we would not be safe. She doesn't want to lose her class, she already loves them and wants to teach her kids. Very emotional.

Megan Gorman - 5th Grade Teacher - Knows she has already spoken. She wants to reiterate what Sally said. She is watching the numbers everyday. She knows it is frustrating to watch

those numbers and that we would have to wait 28 days, but there is a reason for the numbers. If we get the waiver, it won't be safe

Dan Dexter - Hillcrest Teacher - Wants to thank those that met with him to discuss this. He is working with students everyday and he can see their smiling faces through the zoom. They are engaged and now that they finally have it going and there is a rhythm in place, he doesn't feel it would be good to come back to campus. Even today the smoke was so bad we couldn't open the windows. How do we deal with that if we have kids on campus.

Tony - 5th grade parent - would love to have her child go back to school, but she doesn't feel it is safe. And really hearing what the teachers are saying. She feels if the teachers aren't comfortable with in person learning, we have to support the teachers.

Ray Dellosa - Day care director and Instructional Assistant (IA) at Grav. Wants to piggyback on how logistically difficult it would be to monitor the kids during recess and such if kids come back on campus. Feels it would be very chaotic. Did he hear that there is no coverage for liability. In the classroom we can keep them six feet apart, but it would be a lot harder when at recess.

Cat Peirano - IA 2nd Grade - it has been really interesting listening to everyone. She has had a super positive experience with these kids during this time. She even feels she has helped some of the parents. Feels she would not be able to safely work with these same kids if they were on campus.

PL - going to put on my parent hat. Doing distance learning is incredibly difficult and the prospect of getting him back to school when it is safe is what they are hoping for. However, we would have to make plans and changes to be able to go to in-person learning. Feels it really needs to be when it is safe and appropriate. Feels that if we have to switch back to distance learning, after doing in-person learning, could do more damage to the kiddos.

SDS - We have had some say the kids are doing well with distance learning, but it would be interesting to see how many are doing well and how many are actually struggling.

Jackie Jex-Lewis - Hillcrest Teacher - coming into distance learning after being gone last year. She is following the same pacing as if she were doing in-person learning. She had heard some had problems with it before and so was concerned. But her attendance has been good. Her students are learning and engaged and safe. She misses her students, but really feels they should stay safe at home.

SDS - wants to get clarity - the waiver would only affect TK - 6 th grade is that correct.

DR - yes that is correct

JK - wants to agree with something SDS said. I think it would be very helpful to get a survey out to the parents and see what their thoughts are. She works at a school in Tehama county and they have been working on the reopening process, and most of them have started with a hybrid model. They have had a positive case and so now have to go back to distance learning. She thinks this is the new norm. Understands that the teachers have been working hard and it is not easy, but feels we are going to have to get used to this new norm.

Linda Helton - Hillcrest Teacher - I've been tracking my hours the last 4 days. 45 hours in 4 days - I have 90 kids - trying to do hybrid with 90 kids. If the superintendent of all the schools says we shouldn't go to in-person learning, if we have to have board meetings via zoom, how can we have the kids back on campus? How could we clean the classrooms in three minutes between classes? It isn't perfect, but distance learning is working. How will I see how the kids are doing if I can't see their faces? I can see them now and I know if they are smiling or perplexed. I think we shouldn't come back until it is safe.

Vanessa Nordstrom - 3rd grade - loves that we belong to a community that is able to converse and hear each other's words. Does worry about a handful of her students and would love to be able to meet with them sometimes. Would love to be able to give parents a reprieve

GA to me we need to look at distance learning as not living but surviving. Nothing about distance learning is ideal for students or teachers.

AK - distance learning for my daughter and for me is awful. I am lucky enough to be working from home, where I am ignoring my child, but it is not great. But I am not ready to send my child back to school until I hear from the government and the scientists that it is safe. After hearing everyone tonight I do not support the waiver.

Beth Trivunovic - Her point is safety is when school isn't calling her student or her a client. When she started here she felt it was family and now she is a client. Safety is not going to happen until she feels she is a person and not a client.

AK - The most recent article he read states that we should stay in distance learning. Until a person with more knowledge than I have says we can open and it is safe, I support distance learning. Both my wife and I are teachers at schools that have decided not to open for the rest of the academic year so I would feel disingenuous to tell our teachers "Oh you're, fine we can go back".

Kelly Sporrer - Hillcrest teacher - Being a middle school teacher who has lost a student to depression wants to be sure our students are being supported emotionally. One student unengaged unsupported is one to many. She appreciates everyone's voice. Thank you to all the cohorts, the parents, and the teachers, I really appreciate it.

SDS - thank you for bringing up the emotional side of it. Wants to repeat the parent that said this could kill us faster. This is definitely a high stakes situation.

Jeri McNeill - builds on what KS was saying. This seems like a huge undertaking to implement this plan just for three months. Have we considered building emotional/social support for everyone. there are other ways we could use this money instead of towards a hybrid of learning.

SDS - I don't think anyone on the board saw the number before this afternoon about the cost for the draft plan. We can handle the \$130,000 if we can do everything satisfactorily. That should not be the piece that stops us. Heard from a number of teachers and Superintendent Rose that the teachers have been checking in with their students, but would love to hear other ideas for that subject.

SDS - To DR what more do you want to hear from staff and parents.

DR - I have a list of questions and I am going to categorize them. The emotional/social side of this is a tough subject. Will be taking everything they have heard tonight so that the board can make an informed decision next Thursday.

SDS - what else would you want to hear for next week before voting.

JK - would really like to hear the voice of the parents. I know we have heard from some of them tonight, but would really like to see a survey go out to the parents.

AK - would love to hear from more parents. Agrees there are probably many things we haven't heard about. But again he will be looking for what the county and CDC have to say.

JK - I think we are in a transition phase right now. From her perspective this is preparatory for when the numbers are more in our favor. She agrees that she does want to see us closer to the red.

SDS - ask PL and GA if they want to weigh in on a survey before next Thursday.

GA - not sure how we could do that unless it was only a one or two questions survey. Do we know about other surveys from other schools?

DR we know there are 12 other waiver applications, but we don't know from where.

JK - wants to hear from DR about whether this is preparatory to better numbers.

DR - absolutely.

PL - do we need a survey - since the waiver doesn't actually lock us in to going back - I don't see a rush to getting a survey out.

SDS - in the summer we talked about how things were going to go this year. Some issues were resolved and some were not. The Governor kind of stopped that process.

GA - two people have their hand up and reads questions from the chat: "Also someone asked a question about who decides about resuming school." "Also asks who will assume the responsibility when (not if) someone dies?" (it could be a teacher, a student, or the parent of one of the students). GA responds that the board decides to open.

Allie Brown - thank you so much for all the opinions that have been expressed grateful to work with so many superheroes. Parents, teachers and board members. She is concerned about equity if someone is able to come back and some who won't be able to come back.

SDS - wants to comment on the equity piece. He hears what she is saying. He talked to a single Mom today who is not paying for her child to be in a pod. The equity piece goes in both directions.

Kelly Sporrer - the comment about emotional support is about whether we reopen or don't we need to be sure we are cognizant of those students who need emotional support.

Erin Hanauer - feels the survey would be really wonderful. Wonders who is designing the survey. appreciates all the work that was put into it, but felt there were some presumptions made in the questions. A survey is only as good as the questions. Wonders if there is someone who could help with that. As to the mental piece we have a counselor, right now there is no live class, maybe the counselor could have a small live class with the students once a week or something.

Amy Hudgens - wants to say she is in full support of the teachers. It was hard starting a new school this year during all this. Her daughter and she are so impressed with how things have gone so far. Not 100% sure how she feels about the waiver. Feels it might be better to wait until after the holidays.

Kelly Lannon(KL) - 1st grade Teacher - just wants to put out two things. I see my parents almost daily. Tomorrow I am going to be meeting with almost all my parents in parent teacher conferences. Couldn't I reach out to my parents at that time about survey questions, or is that not okay.

SDS - as a board member I am not going to say no, but it would be different than a survey.

KL - I understand that an official survey is still preferable, but for now I could gather some information.

SDS - thanks for all the comments and participation.

Motion to adjourn the study session

Motion: SDS Second: AK Vote: SDS: aye GA: aye PL: aye JK: aye
AK: aye

Meeting adjourned at 7:39pm

V. GENERAL ACTION ITEMS

A. GUSD Actions to Support Distance Learning and Other Related Essential Services (5 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

VI. FUTURE BOARD MEETINGS

- A. October 8, 2020 at 5pm**
- B. November 12, 2020 at 5pm**
- C. December 10, 2020 at 5pm**

VII. ADJOURNMENT

Meeting adjourned at 7:39pm

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.

Board of Education Special Meeting Minutes

DATE: Thursday, September 17, 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

Meeting called to order at 5:01 pm. In attendance Steve Schwarts (SDS), Gregory Appling (GA), Patrick Lei (PL), Jennifer Koelemeijer (JK). Alexander Kahn (AK) joined at 5:04
Reminder, we are recording the meeting.

II. ADOPTION AND APPROVAL OF THE AGENDA

Approval of the agenda for September 17, 2020 (2 min.)

Action taken/comments:

No changes to the agenda

III. REPORTS, AND ORAL COMMUNICATIONS

A. Emergency Powers Utilized by the Superintendent Pursuant to Resolution 200316-1 (1 min.)

Nothing to report.

B. (p.1) Gravenstein Parent Association, GPA (5 min.)

1. Minutes from August 11, 2020

Report included in the packet

2. Agenda for September 15, 2020

Report included in the packet

C. Trustee Reports (5 min.)

SDS checked in with Dave Rose (DR) and Keri Pugno (KP) regarding racial resolution committee. Will Deeths (WD) will be the admin representative. We will have a meeting 1st week in October

D. Superintendent Report/District Correspondence (10 min.)

1. Questions from September 10 Board Meeting

Q - When are we going to get kids back in classes?

A - Putting together GUSD group JK and GA meeting with GUTA and GUCE next Wednesday to discuss waiver application we wish to submit.

SDS - Just to be clear, last board meeting we were talking about getting more guidance from the state and county. Did we get that?

DR - we got some, but it is constantly changing, however we have enough now to begin preparing our waiver. I was able to put together some information to distribute to the board.

2. Board Appointment Options

DR- We have received updated guidance from the county. We have to do our appointments before the November election, which means we would do them next meeting.

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.

No comments

V. CONSENT AGENDA (2 min.) ACTION ITEM

A. (p.5) Addition of annual \$1,000 Doctoral Stipend to the Certificated Teacher Salary Schedule retroactive to July 1, 2020

Action taken/comments:

Motion to approve the addition annual \$1,000 Doctoral Stipend to the Certificated Teacher Salary Schedule retroactive to July 1, 2020

Motion: SDS Second: JK Vote: SDS: aye GA: aye PL: aye JK: aye
AK: aye

VI. GENERAL ACTION ITEMS

A. Support Teacher for English Learners

Situation: As we continue to add to our menu of tiered support and intervention strategies, we have identified a need for a certificated staff member to coordinate and lead the planning and implementation of our EL support services. This position is a strongly recommended use of LCFE supplemental funds. The full annual cost of this position will be a minimum of \$79,000 and will be based upon the salary schedule placement (based on experience and education) for the successful candidate.

Plan: The teacher in this role will coordinate our ELPAC (English Language Proficiency Assessment for California) process, work with our principals on the design and implementation of our district EL instructional plan and staff professional development to support EL students, provide translation services during support meetings (such as IEPs, 504s, SSTs), provide direct family support for Gravenstein EL families and oversight of direct support services for Hillcrest EL families, and act as a liaison to facilitate communication with all district EL families as well as maintaining awareness and district compliance with county and state initiatives and mandates.

Recommended Motion: For the Board to approve the recruitment and hiring of an EL Support Teacher.

DR – we have several options to fill this position and it has been submitted to GUTA per the contract. The salary is based on the salary scale listed in the GUTA contract at step one for the position. The position is a certificated teaching position.

Motion to approve the recruitment and hiring of a Support Teacher for English Learners

Motion: GA Second: SDS Vote: SDS: aye GA: aye PL: aye JK: aye
AK: aye

B. (p.6) Gravenstein Union School District Learning Continuity and Attendance Plans (LCAP)(GUSD plan, all three plans are on the GUSD website and will experience edits prior to the 9/17/20 at which the final version will be presented)

Situation: District staff has presented a separate LCAP document for the District and for each of our two charter schools, Gravenstein Elementary and Hillcrest Middle, and a Public Hearing on these documents was held on September 10, 2020. The Learning Continuity and Attendance Plan, pursuant to California Department of Education guidance, replaces the Local Control and Accountability Plan while schools in California are providing distance learning. These plans are intended to articulate how the district has solicited stakeholder input and produced a distance learning education plan that addresses the needs of the students and families of GUSD.

Plan: For staff to implement the plans as presented and to submit the plans to the Sonoma County Office of Education.

Recommended Motion: For the Board to approve the District and site LCAPs for the 2020-2021 school year.

DR there were no significant changes from last week. The last section was revised. Some fine tuning on the dollar amounts before submitting to SCOE.

Motion to approve the district and site LCAP for the 2020/2021 school year
PL 2nds

Motion: GA Second: PL Vote: SDS: aye GA: aye PL: aye JK: aye
AK: aye

**C. (p.37) Resolution to extend the Declared Instructional Method for
2020-2021 School Year, Resolution #200917 (5 min)**

Situation: Sonoma County is currently on the state watch list due to COVID-19 and the associated rates of positive tests, hospitalization rates, as well as ICU bed and ventilator availability. Additionally, on July 17, 2020, Governor Gavin Newsom declared that all schools in California shall open using a distance learning model of instruction.

Plan: To open the 2020/2021 school year with a distance learning program.

Recommended motion: For the Board to approve Resolution #200917.

DR We are looking to extend the declared instructional method until winter break. The resolution has been worded so that we can go back to in person learning if there are changes that allow us to do so. Includes verbiage related to requesting a waiver to return to some form of in person instruction. The resolution is not open ended and has a set date as was suggested by legal.

JK raised reservations about setting the date and giving parents the idea that we would not look to return to in person instruction as soon as it was safe to do so. Wants to communicate to our community that we are going to base our decision on the data, and that if things change we will work to get back to in-person learning sooner. Doesn't want them to think this is a hard date and we won't start before that date.

DR changed the wording in the document to include "pursue any available waivers or options"

Action taken/comments

Motion to approve resolution 200917

Motion: SDS Second: JK Vote: SDS: aye GA: aye PL: aye JK: aye
AK: aye

**D. GUSD Actions to Support Distance Learning and Other Related
Essential Services (5 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

Nothing to report or suggest for board action

SDS clarification - the doors have opened to apply for a waiver for grades TK to 6th
So it won't be Grav vs HMS it would be Grav and 6th at HMS

DR The purpose of next week's meeting is to get ideas for the program of in person learning. We need to design a program to support our students and we need numbers to know how many kids we have. We are going to provide what we think we can do and see how many numbers we have.

VII. PUBLIC COMMENT ON ITEMS IN CLOSED SESSION

BT asks a clarifying question if someone holds a Master and Doctorate would they receive \$2000 or is it one or the other.

WH they would receive both

Meeting adjourned to closed session at 5:44pm

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

Returned to open session at 6:06pm

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

Action taken/comments

No reportable actions taken in closed session

XI. FUTURE BOARD MEETINGS

- A. October 8, 2020 at 5pm**
- B. November 12, 2020 at 5pm**
- C. December 10, 2020 at 5pm**

XII. ADJOURNMENT

Meeting adjourned at 6:08pm

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.

Board of Education

Regular Meeting Minutes

DATE: Thursday, October 8, 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

Meeting called to order at 5:02, all board members in attendance:

II. ADOPTION AND APPROVAL OF THE AGENDA Approval of the agenda for October 8, 2020 (2 min.)

Action taken/comments:

No change to the agenda.

III. REPORTS, AND ORAL COMMUNICATIONS **A. (p.1) Gravenstein Principal (10 min.)**

Keri Pugno (KP) - principal report in packet - Month 1 attendance was 98.97% and while month 2 is not yet complete we are currently at 99.03%. We have developed a new "student referral form" that will help students get needed services.

B. (p.3) Hillcrest Principal (10 min.)

Will Deeths (WD) - We had a 99.69% attendance rate in Month 1. We had 125 phone calls and Zoom meetings made by our Instructional Aides to students that our teaching staff was having concerns over their progress and engagement. Shared shirts purchased by the student body for each student and staff member to show a connection to Hillcrest and to be able to share their HMS Pride.

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

Beth Trivunovic (BT) - nothing to report - but would like to remind the board that the teachers have expressed their views and they hope the board will take that into consideration when making their decision about the waiver.

D. District Site Council (0 min.)

No site council meetings at this point

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

1. August Financials

The August Financials are in the Board Packet. Next meeting 10/20/2020 6pm - would love to have as many parents there as possible. Getting ready to start fundraising and the more people they have the more they can do.

The Zoom link for the meeting is on the GPA Website

F. (p.12) Trustee Reports (5 min.)

JK reports she and Dave Rose have completed the "Masters in Governance" training - wants to encourage all other board members to consider signing up for the class as well. It was a great learning experience and a great place to network. It was a 5 day course. She included some articles that she thought the board might be interested in.

"CSBA's Masters in Governance program equips board members and superintendents with the knowledge and skills to build and support an effective governance structure."

GA nothing to report

AK nothing to report

PL nothing to report

SDS I have a couple of things, but they will be talked about later in the agenda.

G. Climate Committee (0 min.)

No meetings scheduled as of this moment.

Allison Rich (AR), committee lead, noted that this committee is still very important to her, but yes with dealing with Covid and distance learning, she just hasn't had time to focus on the Climate Committee.

H. Racial Justice Committee (5min.)

WD - We had our first meeting yesterday with 10 folks. We had staff members from both campuses; Beth Trivunovic, Sam Cole, Heather Johnson, Julia Garson, our Board President Steve Schwartz and three parents. Energy in the room was really fantastic and he is excited about how it will go in the future.

SDS and there is some work being done on the video

I. Master Plan Committee (5 min.)

Current Master Plan

1. Update on work with Counterpoint and Quattrocchi Kwok Architects (QKA)

Heat mitigation project at Hillcrest - got a report from QKA -

- New High reflective roof and insulation
- Mechanical improvements (3 levels)
- Heat Reflective coatings

DR will make the documents available to the board and responded to a question from a parent about outdoor space during the Covid situation, admin. is currently working on that issue.

SDS has added JK to the facilities committee discussion will be had at the December meeting regarding combining the master planning committee and the facilities committee.

SDS has suggested he join one or both committees so that a discussion/movement can be had on the traffic issues before the end of his term.

J. (p.52) Facilities Report (5 min.)

BS noted they have two backpack electrostatic sprayers to disinfect surfaces. Enhances the amount of time they have to spend doing that. Teachers are requesting information on the spraying details.

K. CBO Report (5 min.)

DR Our incredible business office staff has been keeping up with accounts payable, ordering of supplies and getting open enrollment done.

DR brought up a pdf regarding CARES Act Funding (\$325,918) and FEMA funding (\$24,846). Most if not all has been earmarked for expenditures but not all has been spent.

WH noted that we do have the ability to apply for additional funding and if our attendance goes over the numbers from last year (which current funding is based on) we will be able to apply for additional funds.

L. Superintendent Report/District Correspondence (10 min.)

KP introduced Kathleen Byrne as our new EL Specialist Teacher. Amy Gloeckner will be taking on a new position as a 4th grade teacher for the remainder of the year. She will be covering one of our staff members that has had to take a leave of absence. Additional staffing information will come at the next board meeting.

1. Questions from September Board Meeting

Shared a document with the board to answer questions asked at the study session meeting.

All three LCAPs were approved

2. (p.53) Memorandum of Understanding with the Sonoma County Office of Education for Tobacco Use Prevention Education (TUPE)

This is a county wide group that is doing lots of things regarding the prevention of children vaping and using tobacco products. They have discovered that they have a hard time getting all parents to a night of information. The idea has come forth from Mr. Sotiras to take on the task of looking at curriculum from different places so that we can have some short components that could be added to our regular curriculum. In exchange for his work, they are paying for half of Mr. Sotiras annual salary.

SDS question about above and beyond his normal salary

DR Mr. Sotiras is a full time teacher and full time staff member so if we go back to in person learning he would have to do this work after his normal work schedule.

SDS asks if marijuana will be included in the lessons

DR says it can be

3. (p.55) Mental Health Program Update

Mr. Deeths talked about the program starting next Monday, but this is just one of the items that has been worked on to help with our Mental Health Program. There has been a new referral form created. Rosie has 6 families she is seeing reg. 4 families that have been contacted. Both she and Sam are working on several items. Sam had 136 contacts before the first day of school. To date there have been 491 contacts. The Mental Health Program has a strong start. Want to continue to streamline the process so we can handoff to outside agencies as necessary.

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.

No Comments

V. **CONSENT AGENDA** (2 min.)

ACTION ITEM

- A. (p.60) Warrants
- B. (to be posted) Payroll
- C. (p.66) Williams Settlement Quarterly Report

Action taken/comments:

Motion to approve the consent agenda

Motion: SDS Second: JK Vote: SDS: aye GA: aye PL: aye JK: aye
AK: aye

VI. **PUBLIC HEARING: SUFFICIENCY/INSUFFICIENCY OF TEXTBOOKS PER E.C. 60119** (10 min.) Hearing opened at 5:57pm

- A. By the 8th week of school, the Board of Trustees must hold a public hearing to discuss the sufficiency/insufficiency of textbooks in the CORE curricular areas of reading/language arts, mathematics, science, and history-social science. Schools are to have a sufficient number of textbooks (or electronic textbooks) and instructional materials for every student in these four areas, and textbooks must be from the current State Adopted Textbook list.

Close public hearing at 5:59

VII. **GENERAL ACTION ITEMS**

A.(p.72) **Resolution #201008-1 Sufficiency of Instructional Materials** (2 min.)

Situation: Education Code Section 60119 defines "sufficient textbooks or instructional materials" to mean that each pupil, including English learners, has a standards-aligned textbook or instructional materials, or both, to use in class and to take home." Following a Public Hearing, during which any member of the staff or public can comment, the Board can affirm, through this resolution, that GUSD has sufficient instructional materials for all students to use both in class and at home.

Plan: Based on a review by administration, sufficient instructional materials are currently available for all students; staff and administration will continuously monitor sufficiency of materials to ensure compliance with Education Code 60119.

Recommended motion: For the Board to approve Resolution 201008-1.

Action taken/comments

KP and WD noted we are using the funds to purchase approved text books and material.

Motion: GA Second: JK Vote: SDS: aye GA: aye PL: aye JK: aye
AK: aye

B. (see Resolution #201008-1) Certification of Compliance with Standards-Aligned Instructional Materials (2 min.)

Situation: Education Code Section 60422(a) and California Code of Regulations (CCR), Title 5, Section 9531(a) requires that all textbooks that have been purchased using LCFF funds were from the State Adopted list, aligned to the standards. This compliance is the responsibility of district administration to monitor.

Plan: District administration reports that all textbooks currently in use that were purchased with LCFF funds were from the State Adopted list, and administration and staff will continue to consult the state list prior to any future textbook purchases made with LCFF funds.

Recommended motion: For the Board to certify compliance with the Standards-Aligned Instructional Materials mandates.

Action taken/comments

Motion: JK Second: SDS Vote: SDS: aye GA: aye PL: aye JK: aye
AK: aye

C. (p.75) GUSD Waiver Application (30 min.)

Situation: Our district is considering whether or not to submit a waiver application to the current suspension of in-person instruction. The Board held a Study Session on 10/1/2020 to gather information from staff and the public in regard to this issue.

Plan: To provide additional information to the Board for consideration to support this decision making process.

Recommended motion: To submit a waiver application.

Action taken/comments

(Note: lengthy discussion so what is listed below is a summary of only a few talking points for additional details please feel free to request additional background information).

DR shares the survey results. We got 400 + responses
We have a favorable response to current experience with distance learning overall.
Based right now on the safety precautions in place would you allow your child to come back to in person learning. 42% yes 34.5% no and 23.5% would need more info

GA next would be a survey to the teachers.
DR I think next step would be an in person meeting to discuss questions and content before putting that survey out.

GA currently, right now we are still in purple and there is a concern of numbers rising, what would be the steps we would take if we did or did not approve a waiver.

DR as we are looking at this, the state has introduced another variable in the reopening plan. It places another hurdle to overcome. To us in Sonoma County this is going to be a hurdle and take us longer to get into the red tier. Over the last week the numbers have risen probably because of the evacuations and people being in close quarters. That makes it a little pessimistic for us to move into that next tier.

GA so what would be the next step

DR we would have to sit down and have a discussion with Certificated Staff about what we could do. Right now we have had discussions with Instructional Aides to see about being able to help more of our at risk students.

DR it is hard to articulate those differences right now because what we are going to do really depends on the comfort level of our staff. We can say as Administrators we would love to have that waiver and have 14 kids in the classroom, but at the same time if the teachers aren't comfortable with this then it isn't going to work for us. Part of what is a huge issue is we can't add another platform to the teachers right now. If we can find ways to lower the workload of the teachers would be great.

AK what are the advantages to applying for a waiver right now

DR it would allow us the opportunity to discuss a per grade possibility of having two teachers doing distance learning and two doing in-person depending on the numbers. But the IAs would be focused on helping the distance learning teachers.

SDS we are not where we need to be with our work internally to open, however if that were to happen in the near future we would still need approval from outside. If we have the waiver in place and we have worked everything out with staff we wouldn't have to wait as long for outside approval.

DR yes that is accurate. the sooner we get the waiver started, the sooner we can move forward

AK so the waiver doesn't mean opening right away, it just means we would be one step closer.

GA asks if there have been any other schools that have been approved

DR At this time here has been one school that has been approved (name not known at this time)

JK from the states perspective does the Waiver mean the state feels we have met the safety conditions to allow for reopening.

DR yes we have to show that we have seen the protocols, read them, put them into place. Our protocols have gone well above those parameters.

GA asks about if we are ready to move forward with applying for waiver

DR yes we could move forward, but if we don't have the support of our stakeholders I wouldn't feel comfortable moving forward.

AK that answers my questions, I just think the term Waiver is inaccurate. It doesn't mean we will open immediately it means we have the procedures in place to safely open.

PL I am with DR we need to have the buy in from the teachers. If we don't, and we get approval and then teachers don't want to reopen without changes being made, would we have to resubmit?

DR yes, again I wouldn't want to start the process if we can't get the teachers on board.

DR talks about some of the procedures we would do if we reopen.

DR we have added that testing component that is above and beyond what the CDC has asked for.

AK wants to bring up one term and that is buy in. It was made very clear to me last week and through emails that there is NOT buy in right now. If buy in is important to us, I don't see that we can even consider moving forward at this point.

DR part of what we are hearing is the incredible work load that the teachers have right now. We have been putting things into place to help with materials, new desks, technology etc. We also have heard that the hybrid plan will not work and that was never what we wanted to do. We need to have more discussion about how we work and move forward. There is still a lot of information we want to share with staff

More discussion about the clarification of applying for the waiver.

AK reiterates that we do not have buy in and if we can throw together an emergency meeting in 24 hours. I think we should wait until we have worked things out with staff.

JK agrees. It is clear we have over 60% of parents who are either interested in coming back or having more information. We need to find out what the staff needs to have before they are willing to support the waiver.

AK the survey didn't not talk about if it meant coming back to school with a waiver or what zone we are in.

DR points out that the information was in the survey before the questions.

GA - Sarah Tendall would like to give her appreciation to the teachers for their hard work, also to the board for allowing child care for staff. She is worried about the teachers getting burn-out. Wondering if we can offer more prep time for them. Maybe a shorter day, or a day of just enrichment classes so the teachers could have a chance to work on curriculum. Have we looked at other districts to see how they are doing things. She would be willing to work with a board member to do that research.

AK yes I think it is important to hear from people on this call, but I am also comfortable with making a motion now.

AK moves to postpone the application of the waiver

JK would like to 2nd with changes like to postpone with contingent on further negotiations with staff.

GA we have always heard from the community before making a vote. I think we need to hear from them before we make our final decision here.

SDS my preference would be to hear from people that we did not hear from last week. You can have up to three minutes, but if you can keep shorter that would be great.

Ray Dellosa - Wants to thank everyone for the kind words from the parents. Wants to bring up the point about parents requiring more information. Would the number of yes or no change after they saw more information. It might be too early to vote on approving the waiver. Not currently comfortable with having more kids on campus.

Jeri McNeill - Concerned about lumping the 25% group that needs more info with the 42% group that is a yes. Characterizing it as 62% interested in returning is concerning.

JK wants to clarify that 62% she said willing to consider, but she appreciates what Jeri is saying.

Meghan Gorman - both a parent and a teacher. The parent part of me, and my husband agrees, says the waiver is nonsensical. I think it is important to have a plan in place. We should have had a survey for the teachers. My heart was a little hurt when I got a survey as a parent, but not as a teacher and I know the district cares about me.

Sally Redfern - KN teacher and a parent - something came to her this week from a preschool teacher. One of her students tested positive for Covid. Had the parents not been honest they wouldn't have known for 10 days. The school did the right thing and shut down and put everyone in quarantine. While I believe our parents would tell us, it is concerning. Maybe a parent wouldn't even be aware.

GA points out we would be doing our own testing. It is already in the plan, for this very reason.

Beth Triv - Teacher and Parent - wondering if the district could provide the info about the testing. What company have you contracted with? What is the cost? Also stating it is an FDA approved test, but would love to see more info about the company.

GA I do believe at the last meeting there was discussion about the test. The cost would be \$130,000 over three months.

Allie Brown - Teacher - How grateful I am to Mrs. Pugno. We had a really tough week last week in our team. So thrilled to have Ms. Gloeckner, but that doesn't negate the fact that we lost a team member. At the end of the meeting Keri opened it up for us to share how we are feeling and it was crickets. We are just so exhausted it was easier to just end the call. Really feels like you do have a staff that is not onboard. Feels it is very dismissive to move forward when the staff is not on board. Afraid feelings are going to tank even more.

Alexa Popplewell - parent - commends all the efforts of the staff and faculty we fill safe at home. That said as much as we love them we do want to get our kids back in the classroom, but when it is safe to do so. We were one of the parents to say no and it was a really tough decision. Glad to hear they are not the only ones who feel this way.

Vanessa Raff - new parent - curious if there is a required amount of time, if we go back to in person teaching. Would it be an option to have kids to go back two days and then no more online learning.

DR explains that we have been granted maximum flexibility about how the instructional minutes are done.

Vanessa Raff - would love to have her kid go back a couple of hours and then nothing else for the rest of the week.

Allison Rich - Teacher - Supporting what Allie Brown said about being exhausted. Being a teacher is exhausting. Being a full time parent while being a teacher is exhausting. We just want to breathe and just focus on distance learning until at least the end of December. We are not comfortable coming back.

GA no first time responses do we want to move forward with motion.

Motion to postpone the application of the waiver contingent on further negotiations with staff.

Motion: AK Second: JK Vote: SDS: aye GA: aye PL: aye JK: aye
AK: aye

Adjourn for break at 7:14 for 10 minutes Return from Break at 7:23pm

D. (p.80) Trustee Appointments (10 min.)

Situation: Due to the rotation of Board Trustee terms and the rules governing appointments we will have three vacant seats at the end of the current term. We have a single candidate, not currently on the Board, that has successfully submitted the required paperwork to be a candidate. By decree of the Sonoma County Clerk and Registrar of Voters, that candidate, Joyce Eichelberger, is appointed to the GUSD Board of Trustees for a 4-year term beginning December 11, 2020. We have two current Board Members, Alexander Kahn and Patrick Lei, that are interested in consideration for appointment to the two remaining vacant seats, one for a 2-year term and one for a 4-year term.

Plan: For the Board to interview the interested candidates for appointment, and to determine a preference for length of term for each candidate.

Recommended motion: For the Board to appoint Alexander Kahn for a 4-year term and Patrick Lei for a two-year term to the GUSD Board of Trustees.

Action taken/comments

GA do they need to abstain from the vote.

DR they do, but they could vote on each other if we want to do separate motions.

Motion to appoint AK for a 4 year term and PL for a two year term to the GUSD board of Trustees
JK 2nds

Both feel it has been a privilege to to work along with the board members.

Motion: GA Second: JK Vote: SDS: aye GA: aye PL: abstain JK: aye
AK: abstain

E. (p.82) Board Bylaw 9121(a) - President (15 min.)

Situation: During the December Board Meeting, the Board will undertake the annual required organizational tasks including the election of a Board President and a Board Clerk, as well as setting the Board Meeting Calendar for the coming year. Prior to those actions, the Board has requested to review the bylaw pertaining to the length of term for the GUSD Board President as well as considering the role of the Board President in regards to district negotiations.

Plan: For the Board to discuss the content of the current bylaw and consider additions or edits.

Recommendation: None at this time.

Action taken/comments

JK we talked about this last November or December when we had our retreat. The idea behind this is that in the past we had a person who was a president for a really long time and was also the lead Salary Negotiator, he ended up being a silo of information which created a large hole when he left. We discussed putting a term limit on the presidency and having a separate person doing the salary negotiations.

JK read some verbiage pertaining to presidency term and any labor contract negotiations, it provides a term limit for president and separates said president from any labor negotiations.

Verbiage to be added to BB 9121

The Board President shall be elected at the Annual Organizational Meeting and shall not serve more than two consecutive years in the role of President. The board member elected to the role of Board President, shall be excluded from and labor Contract Negotiations representing the Board during their tenure as President.

PL supports the verbiage given by GA

Motion to approve the addition of the verbiage provided by GA to BB 9121 (b)

Motion: JK Second: AK Vote: SDS: aye GA : aye PL: aye JK: aye
AK: aye

F. (p.83) GUSD Resolution #201008-2, Support for Proposition 15 (15 min.)

Situation: Proposition 15 would amend the California State Constitution to require commercial and industrial properties, except those zoned as commercial agriculture, to be taxed based on their market value. In California, the proposal to assess taxes on commercial and industrial properties at market value, while continuing to assess taxes on residential properties based on the purchase price, is known as *split roll*. The change from the purchase price to market value would be phased-in beginning in fiscal year 2022-2023. Properties, such as retail centers, whose occupants are 50 percent or more small businesses would be taxed based on market value beginning in fiscal year 2025-2026 (or at a later date that the legislature decides on). Proposition 15 would define *small businesses* as those that are independently owned and operated, own California property, and have 50 or fewer employees. Proposition 15 would create a process in the state constitution for distributing revenue from the revised tax on commercial and industrial properties. The ballot initiative would distribute the revenue to specific areas, rather than the General Fund. First, the revenue would be distributed to (a) the state to supplement decreases in revenue from the state's personal income tax and corporation tax due to increased tax deductions and (b) counties to cover the costs of implementing the measure. Second, 60 percent of the remaining funds would be distributed to local governments and special districts, and 40 percent would be distributed to school districts and community colleges (via a new Local School and Community College Property Tax Fund). Revenue appropriated for education would be divided as follows: 11% for community colleges and 89% for public schools, charter schools, and county education offices. There would also be a requirement that schools and colleges receive an annual minimum of \$100 (adjusted each year) per full-time student.

Plan: For the Board to consider adopting a resolution that supports Proposition 15.

Recommended motion: None at this time.

Action taken/comments

SDS explains what Prop 15 does. Basically it takes commercial properties that have been held low for a long time and so currently don't have higher taxes. This would make them be assessed so that they are paying the value of the property now which would provide more money to the school. Asks Dave to share a link that shows who is supporting it currently.

GA market value is the issue with this proposition. I totally agree that we need to reassess the tax disparity, but not sure the market value is the right way to go.

PL concerned, understands the intent is to provide funds to schools, but first it goes to the state for tax deductions...is there really going to be a benefit to schools?

AK 89% goes to schools.

PL reads that it is 60% of what is left. Thinks the intent is in the right place, just not sure what his thoughts are.

JK I don't think we can look at this as individuals. We have to look at this as a district.

Discussion was had about what this would look like.

SDS moves that GUSD supports Prop 15
JK 2nds

Jeri McNeill - Is it one time or annual? Also would endorsing a poorly written prop alienate a community member struggling due to job losses in a pandemic?

Amy Titus - What happens if enrollment goes down because families in our district can no longer afford their properties.

SDS this is commercial properties not residential.

Kelly Sporrer - wants to be sure this Prop is not going to affect her Mom who is in her home for life.

SDS reads that it exempts residential properties, ag properties. It is talking about commercial properties with higher levels of market value.

Motion to support Proposition 15

Motion: SDS Second: JK Vote: SDS: aye GA: nay PL: abstain JK: aye
AK: abstain

Motion does not pass. No other motions made.

VIII. PUBLIC COMMENT ON ITEMS IN CLOSED SESSION

No comment

Adjournment to Closed Session at 8:05pm

IX. 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**

X. RECONVENE TO OPEN SESSION

Return to open session at 8:19pm

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

Action taken/comments

No reportable actions taken

XII. FUTURE BOARD MEETINGS

- A. November 12, 2020 at 5pm**
- B. December 10, 2020 at 5pm**
- C. January 14, 2021 at 5pm**

XIII. ADJOURNMENT

Adjourned at 8:21pm

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.

Board of Education

Regular Meeting Minutes

DATE: Thursday, September 10, 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

Meeting called to order at 5:02pm all members present

II. ADOPTION AND APPROVAL OF THE AGENDA Approval of the agenda for September 10, 2020 (2 min.)

Action taken/comments:

No Change to the Agenda

III. REPORTS, AND ORAL COMMUNICATIONS

A. Emergency Powers Utilized by the Superintendent Pursuant to Resolution 200316-1 (1 min.)

We did need to purchase some more Hot Spots, but nothing to exceed normal activity. This power was not utilized.

B. (p.1) Gravenstein Principal (10 min.)

Report is included in the packet. Keri Pugno (KP) – Overall numbers look good but lower than last year due to several factors (smaller 5th grade, smaller TK, students being homeschooled, etc). Interaction between teachers and students are over 98%. I Want to take the opportunity to share a little of the instructional programs. Hopefully, everyone can see what an amazing program the teachers have put together. The students are still feeling a connection with their teachers. On this campus we have several teachers doing a weekly work exchange. This is keeping a connection with the students and teachers and staff members. I ran reports to see that we are having good attendance. Another good example, our TK through 2nd grade used SeeSaw platform and we had over 11 thousand posts, 6, 300 comments from teachers to individual students. We still have our enrichments up and running and that is a huge thing thanks to GPA. If you've been following our Facebook, one of our very own teachers was

nominated as teacher of the year. Congratulations to Ms. Allie Brown. This is a community based nomination. Paul Carey (PC) gives a presentation on his enrichment class work. He makes sure that it aligns to GSS standards. Then he sends out an announcement to parents about what is going to be done and what materials will be needed. He will help with supplies that are needed. Then he has guided practice. He does the experiment just before so that he is sure it still works.

C. (p.2) Hillcrest Principal (10 min.)

Report is included in the packet. Will Deeths (WD) – Noted enrollment below projected level, but higher than last year, much like Gravenstein mostly due to homeschooling. The year started off better than we could have hoped for and that was due to the incredible work our teachers did over the summer. We are looking at 95 % attendance. Aides are working with parents to get the missing students on to the zoom and working with the teachers. Thank you to the Board again for getting the supplies for our teachers to be able to do distance learning. Very proud that Sam Cole created her own counseling classroom. 222 students have visited her classroom. That is just a little over 74% of our student body.

Responding to parents question about students being able to interact with fellow students similar to homeroom? WD noted they are working on options for that to happen.

WD - thank you for bringing that up. Yes Sam and I and the new counselor Rosie have been looking into that very thing.

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

Report included in the packet. Aimee Otterson (AO) - Just wanted to touch on a successful Meet the Teacher event. I was so grateful to be able to touch base with my new students. Knows that some teachers are doing the weekly pick up and drop off of school work and that seems to be working well.

E. District Site Council (0 min.)

No report

F. Gravenstein Parent Association, GPA (5 min.)

GPA has a board meeting next week. Will have the July financials at next week's meeting. Hopeful will have more information next week.

G. Trustee Reports (5 min.)

GA - Negotiations are going well.

JK - wants to express how impressed she is with the teachers. A huge thank you to all the teachers for their hard work.

AK - I echo this

SDS – Followed up on Racial Justice resolution and is looking for the school to develop a membership list and will follow up next month. Requested that we make sure we do not place school events or “big tests” on religious holidays. DR noted that administration does look at that for major events and meeting schedules and will follow up with teachers.

H. Climate Committee (0 min.)

No meeting

I. Master Plan Committee (5 min.)

Report included in the packet. DR - We are looking at the low hanging fruit issues to help with the heating issues. Planting plants and new roofing and other ideas. We are expecting a recommendations report very soon.

SDS there was a note in there about the cost of air conditioning.

DR that is a \$25,000 price tag right off the bat. Half a million price tag for each campus for full air conditioning for each class room.

Current Master Plan

1. (p.5) Update on work with Counterpoint and Quattrocchi Kwok Architects (QKA)

J. Facilities Report (5 min.)

The QKA report that was completed.

DR - Kudos to BS and his staff. They are wearing their masks. We have purchased cleaning and disinfecting supplies, thermometers and other supplies. They have been put together in packages for each classroom. The marquee has been put up at Hillcrest and the installation of wireless cables has been done.

K. CBO Report (5 min.)

Wanda Holden (WH) - The report is in the Board Packet. Got some feedback from Jack Shrader regarding the funding, basically a project summary. We are still expecting a little over \$2 million. Currently working on open enrollment.

1. (p.7) Mandate Block Grant Applications for 2020/2021

DR these have been turned in and this is just an FYI for the board. There are a number of tasks that are mandated to do, but don't always have the manpower to do them. The preliminary budget that Wanda put together was approved.

2. (p.10) Certification of Salary and Benefits Schedule for the Certificated Bargaining Unit (Form J-90)

Beth Trivunovic (BT) - asked about page 14 of the GUTA contract, regarding a doctorate stipend? DR that is an action item we will have to bring to the board next week.

3. (p.15) Sonoma County Office of Education Approval of 2020-2021 Adopted Budget

L. Superintendent Report/District Correspondence (10 min.)
1. Questions from August Board Meeting

DR - Student participation and educational minutes, hopes the info provided by Will and Keri in the LCAP shows the answers.

2. Board Appointment Options

We have 3 seats that will expire. We have a person who filed paperwork and has been elected. Name to be announced after the election. We still have two openings and two board members wishing to continue (PL and AK). More information to come.

3. (p.21) Approval of Local Control Accountability Plan Federal Addendum

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.

Tracie Koenig – (Parents full statement is available upon request). Parent raised concerns about the book : This Book is Anti-Racist 20 Lessons on How to Wake Up, Take Action, and Do The Work by Tiffany Jewell. Parent considers the book to be propoganda and wonders who approved the book to be used in her students 8th grade class. TK - “I think this book is labeling my own child and how he should feel guilty because of his skin color. I am not against learning about racism, my issue is the teacher's choice of using this book. I’ve had several conversations with Mr. Deeths and Mrs. Johnson about this book and why it was chosen. They refused to offer a different book to my child. I have never had such push back from a staff member. I would really love my child to be a better speller and reader. I want to know why this book is being used. I will be filing a UCP.”

SDS - Thank you for sharing that. I’ll just say that it has never been the business of the school board to choose a book or ban a book. I understand you aren’t happy with the result. You said you also have some other books as alternatives. Generally we don’t do a lot of comments on public comments.

DR - The book in question is not the main book in the class it is a supplemental book. Mrs. Johnson and Mr. Deeths did a lot of research on this before choosing this book.

EH - I wasn't planning on saying anything, but I want to comment on the subject that was just brought up. I want to commend the staff for exposing my child to these items and helping her to understand and become an activist. She hopes that any books that promote discussion and opens my child's mind will be used.

Allison Rich (AR) - I just want to say thank you again to the board for creating the statement on social injustice and happy they want to make a change. Wants to commend Ms. Johnson for bringing this book into the classroom. Feels this book is totally appropriate for 8th graders. She and her young children have often had discussions about racial inequality and what they can do.

Megan Gorman (MG) - As a parent I have watched the videos for her child and I am incredibly grateful to the teachers for all their hard work in keeping the students engaged.

- V. **CONSENT AGENDA** (2 min.) **ACTION ITEM**
- A. (p.22) Warrants
 - B. (p.29) Payroll
 - C. (p.30) Minutes from the Regular Board Meeting of August 13, 2020
 - D. (p.42) Memorandum of Understanding with Healdsburg Unified School District to share a Board Certified Behavior Analyst (BCBA)
 - E. (p.44) Memorandum of Understanding with the Sonoma County Office of Education for Mutual Sharing of Data (Revised; now includes Special Education Data and is for a 5-year period)
 - F. (p.59) Memorandum of Understanding with the Sonoma County Office of Education for 2020/2021 English Learner Program, Products, and Services (Title III)

Action taken/comments:

SDS pulled minutes from Consent Agenda
Motion to approve Consent Agenda items A, B, D, E, and F

Motion: SDS Second: GA Vote: SDS: aye GA: aye PL: aye
JK: aye AK: aye

SDS requested a change to the minutes detailing the exact wording used on the social Awareness resolution.

Motion to approve the minutes with changes

Motion: SDS Second: AK Vote: SDS: aye GA: aye PL: aye
JK: aye AK: aye

VI. PUBLIC HEARING (15 min.)

A. (document to be posted to GUSD website when available) Public Hearing on Gravenstein Union School District Learning Continuity and Attendance Plans (LCAP)

Situation: District staff will present a separate LCAP document for each of our three schools, Gravenstein Elementary School, Gravenstein First School, and Hillcrest Middle School. The Learning Continuity and Attendance Plan, pursuant to California Department of Education guidance, replaces the Local Control and Accountability Plan while schools in California are providing distance learning. These plans are intended to articulate how the district has solicited stakeholder input and produced a distance learning education plan that addresses the needs of the students and families of GUSD.

Plan: For staff to present the site plans, solicit public and Board Member feedback, answer any questions, make any needed changes, and bring updated plans back to the Board for consideration prior to submitting the plans to the Sonoma County Office of Education.

Public hearing open at 6:34pm

DR presented the documents and explained what is included. Instead of going over the complete plan, showing a summary of the learning Continuity and Attendance Plan. The summary has 12 focus areas from the 31 page plan. The 12 items are listed in the opening pages. DR continues to go over the different areas.

JK wants to say how impressed she was at the comprehensiveness of this document. Also wants to thank you for adding the section on page 14 that talks about how the documentation of how student progress will be performed. Specifically page 14, the second paragraph.

DR Thank you, with all our committees we did our best to capture that in this plan.

SDS I hope that we can get the summary translated to Spanish

DR it shall be done.

Close public hearing at 6:58pm

VII. GENERAL ACTION ITEMS

**A. (document to be posted to GUSD website when available)
2019/2020 Unaudited Actuals (20 min.)**

Situation: Preparation, review, and submission of our Unaudited Actuals is the fourth step in a five step process of our annual budget process. The Unaudited Actuals are an annual statement reporting our financial activities for 19/20, however the data has not yet been formally audited. This foundational report, following Board approval, is submitted to the county superintendent for review and then submitted to the state superintendent of public instruction. This report then becomes the basis of the annual audit review.

Plan: To complete step four of the annual budget process by providing the Unaudited Actuals to the required agencies.

Recommended motion: For the Board to approve the 2019/2020 Unaudited Actuals.

DR - Wanda has put in many hours to be sure that this document is accurate and in place so that the board can approve it and the auditors can come in and check it out.

Wanda Holden (WH) - We adopted the budget throughout the year and now that the books are actually closed, this is what we actually did. The audit report will be seen in December. WH presented the actuals. Noted that the basic aid supplement was \$2,085,084 and we ended positive for the year (\$497,445).

Motion to approve the 2019/2020 Unaudited Actuals

Motion: GA Second: JK Vote: SDS: aye GA: aye PL: aye JK: aye
AK: aye

Adjournment to break for 5 min at 7:35pm returned at 7:40pm

B. (document to posted to GUSD website when available) Resolution #200910-1, The Gann Limit (5 min.)

Situation: The fundamental purpose of the Gann Limit is to limit the spending of state and local agencies, including school districts. The limit for an agency, intended to be capped at per person expenditure levels from 1978/1979 (adjusted for inflation), is arrived at after a series of complex calculations involving the use of many factors.

Plan: To establish a revised Gann Limit for the 2019/2020 school year and to adopt a Gann Limit for the 2020/2021 school year.

Recommended motion: For the Board to approve Resolution #200910-1.

Action taken/comments

DR the GANN limit covers last years and this year's budget.

SDS clarifies that this is going over items we have already discussed during the discussion of the unaudited actuals.

WH we met our percentages

Motion to approve resolution #200910-1

Motion: SDS Second: JK Vote: SDS: aye GA: aye PL: aye JK: aye
AK: aye

**C. GUSD Actions to Support Distance Learning and Other Related
Essential Services (5 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.

SDS Do we have to wait for guidelines from the government before we can start the process to renegotiate with GUTA about reopening?

DR yes, we have multiple discussion items and wording on hold until we get guidance from the government. We do have some of the wording in place, so we do have a head start, but it will all be dependent on advice from the governing bodies.

VIII. PUBLIC COMMENT ON ITEMS IN CLOSED SESSION

No public comments on items in closed session.

Adjourn to closed session at 7:52pm.

IX. 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**

X. RECONVENE TO OPEN SESSION

Returned to open session at 8:28pm

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

No reportable actions taken.

XII. FUTURE BOARD MEETINGS

- A. Special Board Meeting, September 17, 2020 at 5pm**
- B. October 8, 2020 at 5pm**
- C. November 12, 2020 at 5pm**

XIII. ADJOURNMENT

Meeting adjourned at 8:30pm

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.

Fishman

Quotation



1345 Industrial Ave. * Petaluma, CA * 94952
 Ph 707-763-8161 * Fax 707-763-7352
 www.fishmansupply.com

Quote # 31735
 Quote Date 11/04/2020
 Page 1

Bill To 1255
GRAVENSTEIN SCHOOL DISTRICT 3840 TWIG AVENUE SEBASTOPOL, CA 95472

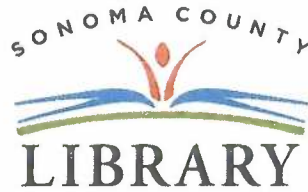
Ship To 1255
GRAVENSTEIN SCHOOL DISTRICT 3840 TWIG AVENUE SEBASTOPOL, CA 95472

Job Name / Reference	Quoted By	Sales Person	Terms	Ship Via
	JOHN TULLY	JOHN TULLY	NET 30 DAYS	Fishman

Description	Unit	QTY	Price	Extended
222452 * 9573301 * PUREVIEW AERAMAXPRO AM 4S PC WITH STAND	EA	13	1,692.60	22,003.80

It's Official! Fishman Supply is now a Sonoma County Certified Green Business. Would you like to go GREEN? Ask your Fishman Supply Representative for information on the Green Business

Sub-Total	22003.80
Freight/Charges	0.00
Sales Tax	1,815.31
Quote Total	23,819.11



POLICY TO PROTECT THE CONFIDENTIALITY OF PATRON INFORMATION AND RECORDS		
Policy #		Effective Date
		1/8/2019

I. POLICY STATEMENT

Because privacy is essential to free inquiry, the Sonoma County Library is committed to ensuring its patrons may select, access, and use information made available through its libraries without fear of surveillance, punishment, or judgment. The following policies and procedures are intended to allow the Library and its staff to satisfy their goal of preserving the privacy rights of Library patrons, and the confidentiality of patron information, to the fullest extent allowed by law.

II. DEFINITIONS

- A. "Registration records" includes any information the Library requires a patron to provide for the purpose of becoming eligible to borrow books and other materials, including but not limited to name, address, telephone number, and email address.
- B. "Circulation records" includes any information which identifies the patrons borrowing particular books and other materials from the Library.
- C. "Reference interviews" includes information patrons provide to Library staff for the purpose of locating particular materials or information.

III. POLICY

A. Scope

The Sonoma County Library is committed to protecting the privacy of its patrons and preserving the confidentiality of patron information and records, including but not limited to the following:

- registration records
- circulation records
- program registration and attendance
- computer registration and use history
- video and photographic records of library use
- database search records
- reference interviews
- interlibrary loan transactions

The privacy protections afforded to this information extend to all patrons, regardless of age, gender, race, religion, sexual orientation, gender identity, national origin, or immigration status.

Statistical information related to patron use of the Library, which does not identify specific patrons or allow them to be identified by the information provided, is excluded from the mandates of this policy.

B. Policy Mandates

1. Confidentiality Requirements - General

All patron information and related records maintained by the Sonoma County Library shall remain confidential and shall not be disclosed to any person, entity, or governmental agency except as follows:

- a. When the record is accessed and used by a person acting within the scope of his/her duties in conducting the business of the Library, including but not limited to Library staff and officials.
- b. When a request is made by the patron to whom the records pertain.
- c. When a request is made by a person authorized, in writing, by the patron to whom the records pertain, to inspect the records.
- d. When disclosure of the records is required by an Order or Warrant signed by a Judge of a state or federal court.

2. Confidentiality Requirements - Children

Parents, guardians, or caretakers may obtain information regarding their children's use of the library only under the following conditions:

- a. Parents, guardians or caretakers of a child under age 13 who wish to obtain access to a child's library records (including the number or titles of materials checked out, overdue or lost) must provide the child's library card or card number.
- b. Parents, guardians or caretakers of a child age 13 through 17 may be advised if materials on their child's account are overdue and how much is owed upon providing the child's library card or card number; however, titles of materials checked out and other information regarding library use will not be released.

3. Law Enforcement and Immigration Officers' Request for Patron Information

The Library and its staff shall not provide patron information to law enforcement or immigration officers unless their request for information is accompanied by a court order or warrant signed by a judge. Procedures relating to this policy mandate are set out below in Section III.C, below.

C. Procedures

1. Request for Patron Information by a Member of the Public

If a request for patron information is made by a member of the public which does not comply with the requirements of this policy allowing for release, the Library employee who received the request shall immediately refer it to the Branch Manager (or Person in Charge). The Branch Manager shall explain the terms and provisions of this policy to the person making the request in an effort to resolve the issue.

If the Branch Manager determines that legal review of a document presented by the requestor is required to determine whether information should be disclosed under this policy, the Branch manager shall inform the Library Director (or his/her designee) of the request and seek further direction.

2. Request for Patron Information by Law Enforcement or Immigration Officers

If a law enforcement or immigration officer requests Library patron information or related records, or seeks to access non-public areas of a library or its computer information, Library staff shall so notify the Library Director (or his/her designee) as soon as possible. In addition, Library staff are directed to take the following actions:

- a. Advise the officer that before proceeding with his/her request, staff must first notify and receive direction from the Library Director (or his/her designee). Ask to see, and make a copy of or note, the officer's credentials (name and badge number). Ask the officer to explain the purpose of the officer's visit, and note the response.
- b. Ask the officer to produce any documentation which authorizes Library facility access, and make copies of all documents the officer provides.
- c. Inform the officer that the Library does not voluntarily consent to allow the officer to enter the non-public areas of the Library facility, and does not voluntarily consent to provide access to any confidential information it maintains.
- d. If the officer has provided a written request for information, then comply as indicated below:
 - i. **An Order or Warrant Signed by a Judge:** Prompt compliance is usually required, though, where reasonable, staff should consult with the Library Director (or his/her designee) before responding. Search for and provide only the information identified on the face of the Order or Warrant to the officer.

If a Warrant has been issued under the USA PATRIOT Act, then the existence of the Warrant and information produced under the Warrant shall not be disclosed to any person or entity outside the Library's administration.
 - ii. **Other Written Requests, Such as Subpoenas and Warrants Signed by an Immigration Agent:** Inform the officer that you will be sending the written request to the Library's Director for review, and ask to whom a response

should be sent. Thereafter, scan the request and send an email to the Library Director (or his/her designee) as soon as feasible.

- e. If the officer provides staff with a document demanding the custody of a person, such as an Arrest Warrant or a Notice to Appear, Library staff shall not provide any information nor participate in the process of serving or seizing the person.
- f. If the officer orders staff to provide immediate access to *public areas* of a library facility, staff should comply with the officer's order and immediately contact the Library Director (or his/her designee). Because an officer can access *non-public areas* of library facilities only with an Order or Warrant signed by a judge, if an officer orders staff to provide access to such *non-public areas*, then: (i) request to make a copy of the Order/Warrant; (ii) immediately contact the Library Director or Designee and forward a copy of the Order/Warrant; and (iii) ask the officer if he/she would wait until further direction is provided to staff. If the officer refuses to wait, provide the officer with the requested access and continue to seek direction from the Library Director or designee.
- g. Document the officer's actions while on library premises in as much detail as possible, but without interfering with the officer's ability to perform his/her tasks. **Under no circumstances shall Library staff physically interfere with the actions of an officer, even if such actions appear outside the scope of the officer's authority.**
- h. Staff should complete an incident report that includes the information gathered by the officer, as well as the officer's statements and actions, and forward the report to the Library Director (or his/her designee) as soon as is feasible.
- i. The Library Director (or his/her designee) may consult with legal counsel to determine when and to what extent the Library is required to comply with any request for information from a law enforcement officer, and whether legal action should be taken. The Director is authorized to initiate legal action to seek a resolution of the legality of any law enforcement request for information (no prior approval of the Commission is required). If a decision is made to disclose information to law enforcement authorities, the Library Director (or his/her designee) will document what information or circumstances supported making that decision.

IV. APPLICABLE LAW, RESOLUTIONS AND GUIDELINES

- California Library Services Act, California Education Code §§ 18700-18767
- California Public Records Act, California Government Code § 6267
- California Values Act, California Government Code §§ 7284, *et seq.* (SB 54, 2017-2018)
- California Attorney General's publication, October 2018: Promoting Safe and Secure Libraries for All; Guidance and Model Policies to Assist California's Public Libraries in Responding to Immigration Issues

- USA PATRIOT Act, Section 215, 50 U.S.C. § 1861
- Sonoma County Library Commission Resolution adopted June 4, 2018, entitled "Resolution in Support of Undocumented Residents/Immigrants/Dreamers"

V. REVISION HISTORY

Policy #	Effective Date	Significant Changes	Approved By	Previous Policy # and Date
		Addition of policy requirements relating to requests for patron information from law enforcement and immigration officers.		# 40XX; approved 10-3-2016



Sonoma County Library (SCL) Student OneCard Program
OPT-OUT FORM

Through a partnership agreement, the Student OneCard program allows students in participating Sonoma County schools to:

- Access electronic resources 24/7 via the SCL website: www.sonomalibrary.org
- Receive free online one-on-one homework tutoring, in English and Spanish, in all major subjects. This is available through Tutor.com on the SCL website.
- Use public library computers at any of the 14 public library locations.
- Borrow up to 10 items from any Sonoma County Library location with no fines.
- Request books from partner libraries, including academic collections.

If you would like your child to participate in the Student OneCard program, then you do not need to do anything. Your child will automatically be enrolled.

If you DO NOT want your child to participate, then please complete this parent opt-out form.

To opt out, return the form to your school office.

Parents are responsible for their children's use of library resources. If your child has accrued any fees for lost materials prior to deactivation, you will still be responsible for those charges. Any fees must be resolved directly with the Sonoma County Library. Your school district is not able to take payments on behalf of Sonoma County Library.

Deactivating or changing your child's OneCard account has no effect on any other account you or your child may have with the Sonoma County Library.

OPT OUT FORM

I do not want my child's Student ID to be made available for use as a Sonoma County Library (SCL) Account. I understand that if this form is returned after school district data is shared with SCL, I must contact SCL to have my student's OneCard Account deactivated and that I remain responsible for any lost-item fees accrued on my student's OneCard Account prior to deactivation.

School District Name: _____

Student's Name (please print): _____ D.O.B. ___/___/___

Parent/Guardian's Name (please print): _____

Parent/Guardian Signature: _____ Date: _____

For staff use: Date received at Library Services District Office _____
Noted in student database (initial) _____



Programa "Student OneCard"
las Bibliotecas del Condado de Sonoma
FORMULARIO PARA NO PARTICIPAR

Por medio de una sociedad, el programa Student OneCard les permite a los alumnos del distrito hacer lo siguiente:

- Acceder a recursos electrónicos 24 horas al día, 7 días a la semana por medio del sitio web de SCL: www.sonomalibrary.org
- Recibir tutorías gratis, en inglés y español, para todas las materias principales. Están disponibles por medio de Tutor.com en el sitio web de SCL <https://sonomalibrary.org/library-collection/tutor>
- Utilizar las computadoras públicas en cualquiera de las 14 bibliotecas
- Sacar hasta 10 artículos de cualquiera Biblioteca del Condado de Sonoma sin multas
- Pedir libros de otras bibliotecas asociadas, incluyendo las colecciones académicas.

Si usted desea que su hijo/a participe en el programa "Student OneCard", no tiene que hacer nada. Se matriculará a su hijo/a automáticamente.

Si usted no desea que su hijo/a participe, complete, por favor este formulario para padres para no participar. Para no participar, entregue el formulario a su escuela. Debe entregar el formulario a la oficina de la escuela.

Los padres son responsables del cuidado de los artículos de la biblioteca mientras estén siendo utilizados por sus hijos. Si su hijo/a ha acumulado cualquier tarifa por materiales perdidos antes de la desactivación, usted todavía tendrá que pagar estos recargos. Se deben resolver las multas o tarifas directamente con la Biblioteca del Condado de Sonoma. No puede recibir pagos de parte de las Bibliotecas del Condado de Sonoma.

Una desactivación o cambio en el "Student OneCard" de su hijo/a no afectaría otras cuentas que usted o su hijo/a tengan con la Biblioteca del Condado de Sonoma.

FORMULARIO PARA NO PARTICIPAR

Yo no deseo que se utilice el número de identificación estudiantil de mi hijo/a para uso en el programa de las Bibliotecas del Condado de Sonoma (SCL). Yo entiendo que, si entrego este formulario, tendré que comunicarme con la oficina de RCUSD para desactivar la cuenta "Student OneCard" de mi hijo/a y permanecer responsable de cualquier tarifa acumulada en la cuenta "Student OneCard" de mi hijo/a antes de la desactivación.

Nombre del Alumno (en letra de molde, por favor): _____ Fecha de Nacimiento
_ / _ / _

Nombre del Padre / Tutor (en letra de molde, por favor): _____

Firma del Padre / Tutor: _____ Fecha: _____

Esta sección es para el uso exclusivo del personal:

Date received at Library Services District Office _____

Noted in student database (initial) _____

Hey GUSD Students! Remember...



¡Estudiantes de GUSD! Recuerden...



..Gravenstein Union School District students may use their GUSD student ID number as a Sonoma County Library account!

...los estudiantes de las Gravenstein Union School District pueden usar su número de identificación de estudiante de las GUSD como su número de cuenta de la Biblioteca del Condado de Sonoma!

[∞]With a Sonoma County Library STUDENT ONECARD, GUSD students can . . .

- Access electronic resources 24/7 at sonomalibrary.org
- Get FREE online one on one tutoring in English and Spanish at Tutor.com
- Find free eBooks and audiobooks with Overdrive/Libby
- Watch and learn with BookFlix or Kanopy Kids

. . . and it's all FREE!

Con STUDENT ONECARD de la Biblioteca del Condado de Sonoma, los estudiantes de GUSD pueden . . .

- Tener acceso a los recursos electrónicos de la SCL 24/7 en sonomalibrary.org
- Recibir tutoría GRATUITA uno a uno en inglés y español con Tutor.com
- Encontrar libros electrónicos y audiolibros gratuitos con Overdrive/Libby
- Ver y aprender con BookFlix o Kanopy Kids

. . . ¡y todo es GRATIS!

Your student will automatically be enrolled in the STUDENT ONECARD program in August of each year.

El estudiante será inscrito automáticamente en el programa STUDENT ONECARD en agosto de cada año.



Parents are responsible for their children's use of library resources.



More information, including opt-out forms, is available at <http://sonomalibrary.org/studentonecard>.



Los padres son responsables del uso de los recursos de la Biblioteca por su hijo.



Hay más información, incluyendo la forma para optar por no participar, está disponible en <http://sonomalibrary.org/studentonecard>.

Memorandum of Understanding
Between
Sonoma County Library
and
Gravenstein Union School District

This memorandum of understanding (“MOU”) between Sonoma County Library (“SCL”) and Gravenstein Union School District (“Gravenstein”) stipulates the terms that the parties agree to support one another in implementing the Student OneCard initiative through which every student in Gravenstein can use his/her student ID number as a Sonoma County Library account.

Description of Initiative: Student OneCard library accounts are created by SCL through data uploaded from Gravenstein’s student information systems. Students can have a Student OneCard account in addition to a regular library account. The primary goal of Student OneCard accounts is to support student access to SCL resources that enhance their educational needs. This initiative will provide opportunities for SCL staff to support students in their studies and efforts toward graduation by assisting them with increased literacy skills, access to multi-learning resources in all academic subject areas, online homework assistance in both English and Spanish, resources for preparation for college attendance, and the like.

Special privileges and restrictions of a Student OneCard account include:

- **Physical Card:** There will be no physical card issued; students will use a code assigned to Gravenstein plus their student ID numbers.
- **Electronic Resources and Services:** Students will have unlimited access to most electronic resources and services, including e-books, e-audio, online tutoring, and online test preparation.
- **Loan Period:** Three weeks.
- **Loan Limits:** A student may have up to 10 items checked out at one time. Items which will not be loaned under this program are DVDs, games, streaming media, and museum passes.
- **Fines:** None.
- **Fees:** Students are responsible to pay replacement fees for lost items. Replacement fees for up to two lost items per year will be forgiven.

Term: This agreement will expire one calendar year from the date of signatures, unless it is renewed in writing and signed by all parties.

SCL’s Responsibilities: SCL will establish a OneCard account for all participating students.

SCL's use of student data for Student OneCard shall comply with FERPA, 20 U.S.C. 1232g, and its implementing regulations, and California Education Code's pupil records laws, Cal. Educ. Code § 49060 et seq. SCL agrees to hold all information in confidence and that it will only use this information in the performance of its obligations under this MOU. To further support and recognize the importance of compliance with student data privacy, all library staff will complete mandatory annual training on Sonoma County Library's Confidentiality Policy.

Gravenstein's Responsibilities: Gravenstein's Student Information Systems team will provide SCL with the following student directory information in .csv format. Information shall be provided on a monthly basis to account for changes in enrollment. Gravenstein will provide to SCL the following information, and no other information, related to students:

- Name, in a single column, in "last, first" format
- Student ID number, prefixed by Gravenstein's district code (GUSD).
- Birth date: Standard mm/dd/yyyy format is best. (Note: birth year will be used as PIN).
- School site address with street number, street, city, state, and zip code.
- School phone number.
- School issued student email address OR school library staff email.

Gravenstein has no additional responsibility to support the Student OneCard program other than as described herein.

Parent/Guardian Opt Outs and Right to Opt In: Parents/guardians who have notified Gravenstein that they do not want their child's directory information shared by Gravenstein will not be eligible to participate in the program. As required by law, see Cal. Educ. Code § 49073(d), parents/guardians of homeless youth must opt in to have this information released. Gravenstein shall offer parents who have generally opted out of the release of directory information, and parents/guardians of homeless youth, the right to opt in to this program. Gravenstein will develop and implement an annual parent opt-out process, as required by law.

Annual Review of Initiative: The Student OneCard initiative will be reviewed and evaluated annually. Gravenstein will identify pre-and post-measures to determine progress towards achieving Gravenstein's and SCL's goals.

Relationship Between the Parties: The parties are separate legal entities. Neither party shall represent itself or its programs or activities as the others' program or activity. Nothing in this MOU shall be construed as creating an employment or agency relationship between Gravenstein or SCL. Nothing herein contained shall be deemed in any way or have any purpose whatsoever to constitute Gravenstein or SCL a partner of the other in its business or otherwise, or a joint venture, or a member of a joint enterprise with the other. Each party shall be responsible for hiring and training its employees (including volunteers, agents or representatives) to provide the services required by that party under this MOU. Each party shall be responsible for maintaining its own records. The records of SCL are not pupil records under the Education Code or FERPA, and the records of Gravenstein are not library records.

Termination of Agreement: Either party may terminate this agreement without cause by providing 60 calendar days' written notice to the other parties. Notice is considered given either (a) when delivered in person to the recipients named below, or (b) when deposited in the United States mail in a sealed envelope or container, postage and charges prepaid, and addressed as follows:

Dave Rose, Superintendent
Gravenstein Union School District
3840 Twig Ave
Sebastopol, CA 95472

Ann Hammond, Library Director
Sonoma County Library
6135 State Farm Drive
Rohnert Park, CA 94928

Mutual Indemnification: To the full extent permitted by law, Gravenstein and SCL shall each defend, indemnify and hold harmless each other as well as their respective officers, agents, employees, volunteers or representatives from and against any and all liability, claims, actions, proceedings, losses, injuries, damages or expenses of every name, kind and description including litigation costs and reasonable attorney's fees incurred in connection therewith, brought for or on account of personal injury (including death) or damage to property, arising out of or connected with any acts or omissions of that party or its officers, agents, employees, volunteers, or contractors or their subcontractors, when performing any activities or obligations required of that party under this Agreement. Each party shall notify the other party immediately in writing of any claim or damage related to activities performed under this Agreement. The parties shall cooperate with each other in the investigation and disposition of any claim arising out of the activities under this MOU, providing that nothing shall require either party to disclose any documents, records or communications that are confidential or privileged by operation of law.

IN WITNESS WHEREOF, the PARTIES have caused this MOU to be executed by their duly authorized representatives as of the dates indicated below:

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**SONOMA COUNTY LIBRARY,
a Joint Powers Authority**

**GRAVENSTEIN UNION
SCHOOL DISTRICT**

BY: _____

BY: _____

NAME: _____

NAME: _____

TITLE: _____

TITLE: _____

DATE: _____

DATE: _____



EDUCATION CODE - EDC

TITLE 2. ELEMENTARY AND SECONDARY EDUCATION [33000 - 64100] (Title 2 enacted by Stats. 1976, Ch. 1010.)

DIVISION 3. LOCAL ADMINISTRATION [35000 - 45500] (Division 3 enacted by Stats. 1976, Ch. 1010.)

PART 21. LOCAL EDUCATIONAL AGENCIES [35000 - 35787] (Part 21 enacted by Stats. 1976, Ch. 1010.)

CHAPTER 2. Governing Boards [35100 - 35401] (Chapter 2 enacted by Stats. 1976, Ch. 1010.)

ARTICLE 3. Meetings [35140 - 35149] (Article 3 enacted by Stats. 1976, Ch. 1010.)

35143. The governing board of each school district shall hold an annual organizational meeting. In a year in which a regular election for governing board members is conducted, the meeting shall be held on a day within a 15-day period that commences with the date upon which a governing board member elected at that election takes office. Organizational meetings in years in which no such regular election for governing board members is conducted shall be held during the same 15-day period on the calendar. Unless otherwise provided by rule of the governing board, the day and time of the annual meeting shall be selected by the board at its regular meeting held immediately prior to the first day of such 15-day period, and the board shall notify the county superintendent of schools of the day and time selected. The clerk of the board shall, within 15 days prior to the date of the annual meeting, notify in writing all members and members-elect of the date and time selected for the meeting.

If the board fails to select a day and time for the meeting, the county superintendent of schools having jurisdiction over the district shall, prior to the first day of such 15-day period and after the regular meeting of the board held immediately prior to the first day of such 15-day period, designate the day and time of the annual meeting. The day designated shall be within the 15-day period. He shall notify in writing all members and members-elect of the date and time.

At the annual meeting the governing board of each high school district, union high school district, and joint union high school district shall organize by electing a president from its members and a clerk.

At the annual meeting each city board of education shall organize by electing a president from its members.

At the annual meeting the governing board of each other type of school district, except a community college district, shall elect one of its members clerk of the district.

As an alternative to the procedures set forth in this section, a city board of education whose members are elected in accordance with a city charter for terms of office commencing in December, may hold its annual organizational meeting required in this section between December 15 and January 14, inclusive, as provided in rules and regulations which shall be adopted by such board. At the annual meeting the city board of education shall organize by electing a president and vice president from its members who shall serve in such office during the period January 15 next to the following January 14, unless removed from such office by majority vote of all members of the city board of education.

(Enacted by Stats. 1976, Ch. 1010.)