

Board of Education

Regular Meeting Agenda

DATE: Thursday, March 11, 2021
TIME: 5:00 PM
LOCATION: Gravenstein Elementary, Multipurpose Room

Gregory Appling, President
Joyce Eichelberger, Trustee
Alexander Kahn, Trustee
Jennifer Koelemeijer, Clerk
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 March 11, 2021 (2 min.)

Action taken/comments:

Motion _____ Second _____

Vote: GA: _____ PL: _____ JK: _____ AK: _____ JE: _____

III. GENERAL ACTION ITEM

- A. (p.1, [GUSD COVID-19 Safety Plan](#)) **Resolution to extend the Declared Instructional Method for 2020-2021 School Year, Resolution #210311-01** (20 min)

Situation: Sonoma County is currently in the “purple tier (widespread)” according to the state’s *Blueprint for a Safer Economy* due to COVID-19 case and positivity rates. Additionally, on July 17, 2020, Governor Gavin Newsom declared that full time in-person instruction would not be allowed in California schools until further notice.

Plan: To begin adding in-person instruction for grade levels in tiered fashion while continuing to provide a distance learning program for students as needed beginning April 6, 2021 pursuant to the resolution language.

Recommended motion: For the Board to approve Resolution #210311-01.

Action taken/comments:

Motion _____ Second _____

Vote: GA: _____ PL: _____ JK: _____ AK: _____ JE: _____

IV. REPORTS, AND ORAL COMMUNICATIONS

- A. (p.6) Gravenstein Principal (10 min.)
- B. (p.7) Hillcrest Principal (10 min.)
- C. (p.9) Gravenstein Union Teachers' Association (5 min.)
- D. District Site Council (0 min.)
- E. (p.11) Gravenstein Parent Association, GPA (5 min.)
 - 1. Financials for January 2021
 - 2. Minutes for December 19, 2021
 - 3. Agenda for February 16, 2021
- F. Trustee Reports (5 min.)
- G. (p.21) Racial Justice Committee (5min.)
- H. Master Plan Committee (5 min.)
- I. (p.23) Facilities Report (5 min.)
- J. CBO Report (5 min.)
- K. Superintendent Report/District Correspondence (15 min.)
 - 1. Questions from the February Board Meeting
 - 2. (p.24) Grants
 - 3. Tobacco Use Prevention Program Update - George Sotiras
 - 4. (p.31) Review of Emergency Powers

V. 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.

VI. CONSENT AGENDA (2 min.)

ACTION ITEM

- A. (p.40) Warrants
- B. (p.46) Payroll
- C. (p.47) Minutes from the Regular Board Meeting of January 14, 2021, the Regular Board Meeting of February 11, 2021, and the Special Board Meetings of February 20, 2021 and March 2, 2021
- D. (p.75) Board Policy 5141.5, Mental Health

Action taken/comments:

Motion _____ Second _____

Vote: GA: _____ PL: _____ JK: _____ AK: _____ JE: _____

VII. GENERAL ACTION ITEMS

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

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

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

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

Action taken/comments:

Motion _____ Second _____

Vote: GA: _____ PL: _____ JK: _____ AK: _____ JE: _____

C. (p.79) Board Meeting Calendar (2 min.)

Situation: During the Board Retreat on February 20, 2021, Board Members discussed adjusting the Board Meeting Calendar.

Plan: For the Board to review and discuss the proposed draft calendar.

Recommended motion: For the Board to adopt the proposed edits to the current Board Meeting Calendar.

Action taken/comments

Motion _____ Second _____

Vote: GA: _____ PL: _____ JK: _____ AK: _____ JE: _____

D. GUSD Actions to Support Distance Learning and Other Related Essential Services (15 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: GA: _____ PL: _____ JK: _____ AK: _____ JE: _____

E. (p.82) Adoption of GUSD Board and Superintendent Goals

Situation: In December of 2019 the Board adopted Vision and Mission Statements for the district. During retreats in February and March of 2021, the Board has worked with staff to review and update the Vision and Mission statements, and draft goal statements and activities to support the Vision and Mission statements.

Plan: For the Board to consider the updated Vision and Mission statements, and draft goal statements and activities. If approved the newly adopted goals will guide the work that is underway to draft and submit our Local Control Accountability Plan (LCAP) which becomes our work and resource allocation plan for the next three years.

Recommended motion: For the Board to adopt the Board and Superintendent Goals.

Action taken/comments

Motion _____ Second _____

Vote: GA: _____ PL: _____ JK: _____ AK: _____ JE: _____

VIII. PUBLIC COMMENT ON ITEMS IN CLOSED SESSION

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

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

(2 min.)

Action taken/comments

Motion _____ Second _____

Vote: GA: _____ PL: _____ JK: _____ AK: _____ JE: _____

XII. FUTURE BOARD MEETINGS

- A. April 8, 2021 at 5pm**
- B. May 13, 2021 at 5pm**
- C. June 10, 2021 at 5pm**
- D. June 18, 2021 at 5pm**

XIII. 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 UNION SCHOOL DISTRICT

Gravenstein Elementary School and Hillcrest Middle School
David Rose, Superintendent
3840 Twig Avenue
Sebastopol, CA 95472
707-823-7008
Email: drose@grav.k12.ca.us

Board of Trustees
Gregory Appling, Board President
Jennifer Koelemeijer, Board Clerk
Joyce Eichelberger, Member
Alexander Kahn, Member
Patrick Lei, Member

March 8, 2021

Memo To: GUSD Board of Trustees

From: David Rose, Superintendent

Subject: **Summary of Return to In-Person Instruction Plan**

We are almost there! I am excited to share this plan to the Board for their consideration during the March 11, 2021 Board Meeting for returning to in-person instruction. Our district application to return to in-person instruction was submitted to the Sonoma County Department of Health Services and the State of California Department of Public Health on 3/3/21. As we have mentioned in previous Monday Messages, it is important that our GUSD families realize that any student return to campus for this year will NOT mean an automatic return to "normal". We have made significant adjustments to our typical schedule and format that are necessary in order to follow current health guidance and mandates that require the implementation of multiple safety measures to prevent the spread of COVID-19 on our campuses. The plan is based on feedback we have received from parents and ongoing discussions with staff. Highlights from the plan include:

- Beginning in-person instruction on our campuses on April 6. Our current plan is to start with grades TK-2nd. However, if Sonoma County moves to the "Red Tier", we will adjust our planning process and open TK-6th on April 6 so that we avoid more than a 2% grant fund decrease penalty from the state. If Sonoma County remains in the "Purple Tier," we will continue with our tiered reopening plan and start with TK-2nd on 4/6, 3rd-6th on 4/12, and 7th & 8th on 4/19. If we are in the "Red Tier" on 4/6, that will allow us, based on current guidance, to add grades 7 and 8 as well. Our timeline will be to have our 7th and 8th graders resume on 4/12.
- Providing an option for students to continue with distance learning if desired
- Providing 3-4 hours of on campus instruction daily for at least 4 days per week
- Before school and after school care (Beyond the Bell) will not be available initially
- Maintaining current teacher assignments for all students to the greatest extent possible
- COVID testing (saliva samples collected on campus) for all students prior to returning to campus for in-person instruction, and continued weekly COVID testing
- Parents/drivers remaining in vehicles during drop-off and pick-up

- Class sizes that conform to social distancing mandates
- Daily health screening and ongoing discussion and reminders on health guidelines
- A *GUSD Return to In-Person Instruction Parent/Guardian Guide* has been drafted based on current guidelines and will be distributed to parents pending the approval of the return to in-person instruction date by the Board.

The current plan is the result of the GUSD community working collaboratively with all parties to ensure a safe and healthy reopening of our two campuses. We have already accomplished many of the tasks necessary prior to any reopening; county and state guidance is constantly changing and we will continue to do our best to follow all guidelines and mandates and to keep you informed of any required changes. Additionally, all of our staff have received their first vaccination shot and are slated for their second shot in the near future.

During the GUSD Board Meeting on 3/11/21, the Board will be considering a resolution that switches our principal mode of instruction from distance learning to in-person instruction with the implementation of state and county safety practices and mandates. If the Board approves the resolution, site administration will begin reaching out to individual families to share the approved grade level start dates and daily instructional schedules. Parents/guardians will be asked to commit to an instructional model (distance learning or in-person) and dates/times for COVID testing prior to the resumption of in-person instruction (we began sharing COVID testing details on 3/5/21). The complete GUSD Return to In-Person Instruction COVID-19 Safety Plan is available [here](#).

Here are the grade-level specific schedules that have been created through the utilization of parent feedback and the cooperative work of staff, administration, and Board-member committee representatives:

Proposed TK-5th Schedule

Grade Level	Drop-off	In-Person Instruction Start	Recess	In-Person Instruction end	Pick-up	suggested start for PM Zoom
TK	8:45-9:00	9:00	In own yard	12:00	12:00-12:15	1:00 (DL only)
K	8:45-9:00	9:00	10:40-10:55	12:00	12:00-12:15	n/a
1	8:25-8:40	8:40	10:00-10:15	11:40	11:40-12:00	1:00
2	8:25-8:40	8:40	10:20-10:35	11:40	11:40-12:00	1:00
3	8:10-8:25	8:25	10:00-10:15	12:30	12:30-12:50	1:45 (DL only)
4	8:10-8:25	8:25	10:20-10:55	12:30	12:30-12:50	1:45 (DL only)
5	8:10-8:25	8:25	10:40-10:55	12:30	12:30-12:50	1:45 (DL only)

Proposed Hillcrest Middle School Instruction Schedule

1. All core instruction will continue using the current schedule during the hours from 8:30-12:30
2. 4 days per week, Monday, Tuesday, Thursday and Friday, from 8:30 am -12:30 pm, Hillcrest Middle School 6th grade teachers will provide in person instruction in Hillcrest Hall for all students who choose to return to campus. A large outdoor shade structure will be assembled on the outdoor basketball courts and will serve as the classroom space for 7th grade students. A second large outdoor shade structure will be assembled near the duck pond and will serve as the classroom space for 8th grade students. Each of these three spaces will provide more than enough space to accommodate social distancing guidelines.
3. Grade level HMS teachers will teach the entire group of students in each space for approximately one hour. After they have completed their instruction, they will spend the remainder of school hours to Zoom with the students who are opting for DL.
4. Students who do not opt in for in-person instruction will receive DL from their current teachers between the hours of 8:30-12:30. All efforts will be made to not change a student's order of their classes.
5. Wednesday will remain as an asynchronous off campus learning day.

Gravenstein Union School District

Resolution Declaring Instructional Method for 2020-2021 School Year

Resolution Number #210311-01

WHEREAS, Section 34 of Senate Bill 98 (“SB 98”), signed by the Governor on June 29, 2020, addresses the ability of Local Educational Agencies (“LEAs”) to offer distance learning in the 2020-2021 school year; and

WHEREAS, Education Code Section 43503 subparagraph (2) of subdivision (a) was added by SB 98 to allow LEAs to offer distance learning under either of the following circumstances:

“(A) On a local educational agency or school wide level as a result of an order or guidance from a state public health officer or a local public health officers.

(B) For pupils who are medically fragile or would be put at risk by in-person instruction, who are self-quarantining because of exposure to COVID-19.”; and

WHEREAS, on June 26, 2020, both the State Senate and Assembly issued letters to the Senate Journal for the purpose of clarifying the intent of SB 98, as it relates to distance learning (“Clarifying Letters”); and

WHEREAS, the Clarifying Letters state that Section 34 of SB 98 was intended to provide LEAs with flexibility in determining how K-12 instruction would be provided to meet the needs of students, families and the community during the COVID-19 pandemic such that LEAs would have discretion to adopt a distance learning, hybrid, or mixed-delivery instructional model; and

WHEREAS, both the State Senate and Assembly acknowledged in the Clarifying Letters that while the intent of the Legislature was for LEAs to offer in-person instruction in the 2020-2021 school year to the greatest extent possible, Education Code Section 43503(a)(2)(A) was not intended to require an LEA to seek out or receive approval from a state or local public health officer prior to adopting a distance learning model, but to simply consult and collaborate with state or local public health officials in making this determination; and

WHEREAS, the Clarifying Letters also stated that it was not the Legislature’s intention to prevent an LEA from adopting a distance learning, hybrid or mixed-delivery instructional model to ensure safety, but rather to give LEAs flexibility to determine what instructional model the LEA will adopt during the COVID-19 pandemic, taking into account the needs of their students and staff, and their available infrastructure, provided the model adheres to an applicable state or local public health order or guidance; and

WHEREAS, the June 12, 2020, Sonoma County Roadmap to Reopening Schools incorporates the state and local public health guidance that Sonoma County LEAs must follow; and

WHEREAS, the Governing Board of the Gravenstein Union School District (“District”) has reviewed the Sonoma County Roadmap to Reopening Schools in determining which

instructional model best meets the needs of the District, its students and staff, in light of the District's available infrastructure and safety concerns.

NOW THEREFORE, BE IT RESOLVED THAT, the Governing Board of the Gravenstein Union School District has determined that at this time in-person direct instruction can be provided pursuant to state and county guidelines and restrictions.

BE IT FURTHER RESOLVED THAT, the Governing Board of the Gravenstein Union School District has determined that in-person direct instruction will be offered as an available instructional model from April 6, 2021 through June 4, 2021.

BE IT FURTHER RESOLVED THAT, the Governing Board of the Gravenstein Union School District will be able to offer the following instructional methods during the remainder of the 2020-2021 school year:

Pursuant to guidance and restriction from state and local public health officials, in-person instruction will resume using a tiered return system beginning with students in grades TK-2nd, then 3rd-6th, and then 7th-8th as allowed based on COVID-19 industry sector guidance and approval by the Sonoma County Department of Health Services

Virtual Distance Learning and/or Independent Study designed to meet the needs of families unable to attend in-person learning activities.

BE IT FURTHER RESOLVED THAT, the Governing Board of the Gravenstein Union School District, pursuant to guidance from county and state health official as well as the Office of Governor Gavin Newsom, will continue to offer in-person instruction to the greatest extent possible for the remainder of the school year.

PASSED AND ADOPTED by the Governing Board of the Gravenstein Union School District as its meeting on the ___ day of _____, 2021 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Jennifer Koelemeijer
Clerk, Governing Board
Gravenstein Union School District



Gravenstein Elementary School Principal's Report-March 2021

Keri Pugno

Enrollment Report

	TK	K	1	2	3	4	5	Total
Enrollment for 2020-2021 (as of 3/5/21)	11	75	73	81	73	72	80	466
projected for 2021-2022 (based on Intent-to-Return forms and/or the current number of submitted applications)	14 (8 additional with dates outside the window)	60	78	78	84 (wait list)	75	73	462 (if closed enrollment on 3/5/21)

Attendance and Engagement Tracking

- Month 1 Total: 98.97%
- Month 2 Total: 99.07%
- Month 3 Total: 98.98%
- Month 4 Total: 98.6%
- Month 5 Total: 98.5%
- Month 6 Total: 98%
- Month 7 Total: 98%

- TK: 92%
- Grade K: 99%
- Grade 1: 97%
- Grade 2: 98%
- Grade 3: 98%
- Grade 4: 99%
- Grade 5: 98%

Increased On-Campus Learning Opportunities while in DL

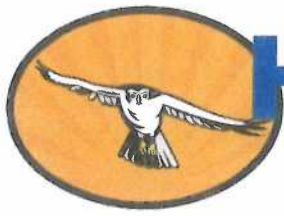
Gearing up for our Return to In-Person Instruction

Gravenstein kicks off National March Into Literacy Month

Gravenstein awarded WellKind Garden Mini-Grant

A big thank you to Kathleen Byrne for submitting the grant and getting the gardening project on the grade 3-5 side of the campus off the ground. Kathleen submitted plans to start a garden space on the 3-5 side of campus I'd also like to thank GUSD parent, Christina Connelly, for bringing this grant opportunity to our attention.





HILLCREST

Middle School

GUSD March Board Report

Enrollment- as of 3/1/2021:

	6th	7th	8th	Total
2020/2021	93	112	81	286
2019/2020	113	81	86	281

Attendance Report for February

98.81% Attendance Rate

Outreach to Students -February

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

On Campus Student Support

Currently, we are serving -

6th graders- 5

7th graders- 8

8th graders- 3

Hillcrest News and Updates:

New Staff-

Hillcrest is pleased to welcome Kristen Krup as an Instructional Aide working with our on campus students!

Ms. Helton-

Congratulations to 6th Grade Science teacher Linda Helton who was named to the Analy High School Athletic Hall of Fame!

Garden Grant-

Congratulations to 7th & 8th Grade Science teacher Sergio Blanco who applied for and received the \$750 WellKind School Garden Grant

Hillcrest Middle School - 5 Minute Film-

The annual Sonoma County Office of Education 5 minute film is returning for 2021! Mr. McDowell is in charge of the yearly event!

Yearbook Cover Contest-

The Hillcrest Yearbook needs our students to draw or digitally illustrate a Yearbook cover idea. This year's Yearbook theme- Virtually Together!

Reproductive Health Class-

7th and 8th Grade students have started their state mandated Reproductive Health class. Presentations encourage students to communicate with parents, guardians or other trusted adults about human sexuality. Instruction must be medically accurate, age-appropriate and inclusive of all students. Topics covered will include human development, puberty, healthy relationships, consent, contraception, sexually transmitted infections, and HIV/AIDS. The class is taught by the Forestville Clinic.

TCRI Presentation-

On Tuesday, February 16, Mrs. Rich's math classes were visited again by Teach Climate Redefine It. TCRI visited months ago to share their mission of teaching local youth about taking climate action.

During the follow up the presentation, students participated in breakout rooms where they revisited their prior climate pledges, learned how to advocate for themselves by contacting state representatives, discussed how to be better consumers and make sustainable choices. Lastly, they were called to action to join organizations that support climate education.

Students got to test their knowledge with a Kahoot and finished with making a new climate pledge. Thanks, TCRI, for sharing your knowledge and giving back to our HMS community. You are an impressive group of teenagaers who also happen to be Hillcrest graduates!

Women Leaders

Hillcrest Student Council is looking for names of local, women leaders who have made a difference in our community. If you know of a woman, either living or deceased, who has made a difference let us know.

Gravenstein Union Teachers Association

March 11th, 2021

Superintendent Dave Rose
GUSD School Board
3840 Twig Avenue
Sebastopol, CA 95472

Dear Superintendent Rose and GUSD School Board Trustees:

This letter serves as the Gravenstein Union Teachers' Association's notice of its intent to negotiate the following contractual provisions of its Collective Bargaining Agreement with the District for the 2021-2022 school year.

Article VIII —Working Conditions
Article XXIII—Academic Freedom

Per Article 17.1: Duration

The Agreement shall become effective upon ratification by both parties. It shall remain in full force and effect up to and including June 30, 2020. For each of the years, 2018-19 and 2019-20, the Association and the District may reopen negotiation for salary, benefits and two unspecified articles pursuant to Article XV of this agreement.

Article XII – Salary

Article XIII– Health and Welfare Benefits

Respectfully submitted,

GUTA Negotiation Team

cc: Erik Olson Fernández, CTA

Gravenstein Union Teachers' Association

Gravenstein Elementary School | Hillcrest Middle School
March 11th, 2021

"The Gravenstein Union Teachers' Association was established to promote and protect the well-being of its members; to maintain and improve the conditions of teaching and learning; to advance the quality of public education; to ensure that the human dignity and civil rights of all youth and teachers are protected; and to secure a more just, equitable, and democratic society."

- GUTA and GUSD continue to meet regularly to collaboratively plan for everyone's safe return to in-person instruction.
- GUTA has provided our Sunshine Letter for the 2020-2021 academic year to the district to begin negotiations and to revisit and finalize language that was proposed during the 2019-2020 academic year.

Barbara A. Oakley, Sr.



We learned this past week that our beloved friend and colleague Barbara A. Oakley, Sr. died comfortably at her home with family nearby. We would like to spend the remaining moments of our time in silence to remember our friend. We ask that you spend this time celebrating the feisty woman she was, sending comfort to her family, and especially her granddaughter and former Gravenstein student Alyson. We ask that the host of this meeting please assist with this moment of silence by respectfully muting microphones for all participants. We love you, Barbara and are blessed to have known you and called you our friend.

Gravenstein Parent Association

Balance Sheet

02/16/21

As of January 31, 2021

Accrual Basis

	Jan 31, 21
ASSETS	
Current Assets	
Checking/Savings	
Exchange Bank Checking	253,167.18
Exchange Bank Savings	257,086.41
Paypal	3,611.15
Venmo	389.00
Total Checking/Savings	514,253.74
Other Current Assets	
Prepaid expenses	1,246.00
Total Other Current Assets	1,246.00
Total Current Assets	515,499.74
TOTAL ASSETS	515,499.74
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	504.72
Total Accounts Payable	504.72
Total Current Liabilities	504.72
Total Liabilities	504.72
Equity	
GSF Reserve Transfer	95,504.87
32000 · Retained Earnings	375,225.33
Net Income	44,264.82
Total Equity	514,995.02
TOTAL LIABILITIES & EQUITY	515,499.74

Gravenstein Parent Association
Profit & Loss Actual vs. Budget
January 2021

	Jan 21	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
Parent Donations	5,145.28		
Corporate Matching	540.00		
Interest Income	6.55		
Total Income	5,691.83		
Gross Profit	5,691.83		
Expense			
General & Admin Expense			
Bank Fees	197.99		
Bookkeeping	504.72		
Merchant Fees	31.99		
Total General & Admin Expense	734.70		
Independent Contractors			
Chorus	1,000.00		
Total Independent Contractors	1,000.00		
School Support Expenses			
Staff Water Delivery-Alhambra	72.85		
Total School Support Expenses	72.85		
Total Expense	1,807.55		
Net Ordinary Income	3,884.28		
Net Income	3,884.28		

Gravenstein Parent Association
P & L Actual vs. Budget YTD
July 2020 through January 2021

	Jul '20 - Jan 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Parent Donations	38,683.43	0.00	38,683.43	100.0%
Special Fundraising Inc				
AmazonSmile	127.10	0.00	127.10	100.0%
Escrip	670.78	0.00	670.78	100.0%
Total Special Fundraising Inc	797.88	0.00	797.88	100.0%
Corporate Matching	6,595.00	0.00	6,595.00	100.0%
Interest income	71.06	0.00	71.06	100.0%
Total Income	46,147.37	0.00	46,147.37	100.0%
Gross Profit	46,147.37	0.00	46,147.37	100.0%
Expense				
General & Admin Expense				
Bank Fees	1,800.45	0.00	1,800.45	100.0%
Bookkeeping	2,727.92	0.00	2,727.92	100.0%
General Liability	1,304.00	0.00	1,304.00	100.0%
Merchant Fees	259.26	0.00	259.26	100.0%
Office Supplies	119.92	0.00	119.92	100.0%
Tax Return Preparation	810.00	0.00	810.00	100.0%
Taxes	75.00	0.00	75.00	100.0%
Total General & Admin Expense	7,096.55	0.00	7,096.55	100.0%
Independent Contractors				
Chorus	4,750.00	0.00	4,750.00	100.0%
Total Independent Contractors	4,750.00	0.00	4,750.00	100.0%
School Support Expenses				
Staff Water Delivery-Alhambra	596.00	0.00	596.00	100.0%
Teacher Support \$350@48 Teacher	15,750.00	0.00	15,750.00	100.0%
Total School Support Expenses	16,346.00	0.00	16,346.00	100.0%
Total Expense	28,192.55	0.00	28,192.55	100.0%
Net Ordinary Income	17,954.82	0.00	17,954.82	100.0%
Net Income	17,954.82	0.00	17,954.82	100.0%

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

January 2021

	Jan 21	Budget	\$ Over Budget	Jul '20 - Jan 21	YTD Budget	\$ Over Budget	Annual Budget
Ordinary Income/Expense							
Income							
Parent Donations	5,145.28			38,683.43	0.00	38,683.43	0.00
Special Fundraising Inc							
AmazonSmile	0.00			127.10	0.00	127.10	0.00
Escrip	0.00			670.78	0.00	670.78	0.00
Network for Good FB Fundraiser	0.00			170.00			
Total Special Fundraising Inc	0.00			967.88	0.00	967.88	0.00
Corporate Matching	540.00			6,595.00	0.00	6,595.00	0.00
Spr 2020 SCOE Contribution	0.00			26,140.00			
Interest income	6.55			71.06	0.00	71.06	0.00
Total Income	5,691.83			72,457.37	0.00	72,457.37	0.00
Gross Profit	5,691.83			72,457.37	0.00	72,457.37	0.00
Expense							
General & Admin Expense							
Bank Fees	197.99			1,800.45	0.00	1,800.45	0.00
Bookkeeping	504.72			2,727.92	0.00	2,727.92	0.00
General Liability	0.00			1,304.00	0.00	1,304.00	0.00
Merchant Fees	31.99			259.26	0.00	259.26	0.00
Office Supplies	0.00			119.92	0.00	119.92	0.00
Tax Return Preparation	0.00			810.00			
Taxes	0.00			75.00	0.00	75.00	0.00
Total General & Admin Expense	734.70			7,096.55	0.00	7,096.55	0.00
Independent Contractors							
Chorus	1,000.00			4,750.00	0.00	4,750.00	0.00
Total Independent Contractors	1,000.00			4,750.00	0.00	4,750.00	0.00
School Support Expenses							
Staff Water Delivery-Alhambra	72.85			596.00	0.00	596.00	0.00
Teacher Support \$350@48 Teacher	0.00			15,750.00	0.00	15,750.00	0.00
Total School Support Expenses	72.85			16,346.00	0.00	16,346.00	0.00
Total Expense	1,807.55			28,192.55	0.00	28,192.55	0.00
Net Ordinary Income	3,884.28			44,264.82	0.00	44,264.82	0.00
Net Income	3,884.28			44,264.82	0.00	44,264.82	0.00



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.

GPA Board Meeting Agenda

1 2-19-21 6:00 pm Online Zoom Meeting (need to have six present for a quorum- majority of 11)

Meeting called to order at 6:09

Board Members Present:

Erin Hillmer
Beth Dawson
Sarah Tendall
Maggie Zavala
Ben Kaun
Allison Herman

Faculty Present:

David Rose
William Deeths
Keri Pugno

Community Members Present:

Amy Hudgens

A. Secretary's Report

1. Approval of 12/15/20 board minutes
 1. Beth motions to approve, Allyson seconds, all in favor, minutes approved-(Erin and Christina abstain)
2. Confirm Upcoming GPA meetings dates (2/16/21; 3/16/21; 4/20/21; 5/18/21; June TBD)

B. Public Comment on Non-Agenda Matters

none

C. Updates from Subcommittees

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

Historically spring break is the 2nd week of the read-a-thon, and the week before. The book fair precedes it by a week (first or 2nd week of march).

Scholastic is shipping directly to home, Sarah will follow-up with them. Beth to check with Copperfield's about fundraiser.

Scholastic Book Fair March 1-5, Copperfield's March 8-12 if possible

Christina recommends that someone from the school does the inputting. Beth Triv. did it last year. Keri will check in with librarian about this, or other staff ideas. Christina will attend a fundraising sub-committee group and recommends 3 people- 1 for inputting, 1 to run the middle management, 1 to do prize allocation. Christina shared that things are all set up on the site, just need to be updated. Hillcrest has never done a read-a-thon, but we can promote it and do it as a house game (and raise \$\$ for those heart-rate monitors!). Screamin' Mimi's gift cards were the prizes (purchased), for Hillcrest, also adding house points, maybe a cash prize.

Staff appreciation "menu" will be going out probably next week, Erin to coordinate with Sarah about debit card, payment for items.

Discussion of drive thru appreciation for staff. Keri- hard to know where we will be in a month. Only one, maybe two grade levels at a time for materials pick-up right now, so it will be tough. There will likely be some staff who don't feel comfortable. Not all weekly, some only every few weeks. Driving through would be fun, but seems like logistically very tough. Maybe keeping things virtual would be better. Maybe in May, during teaching appreciation week, we make sure that each staff/teacher have a good video. Maggie brought up making posters for staff. Last year, some parents put posters up in the hallway. Maybe each student gets a smaller paper, we can put them together.

Add to the agenda for the future meeting, videos, posters,

1. Finance (Ben Kaun, Mike Bollinger): Tax information was sent to families. Bookkeepers will no longer be able to serve us, because of hours/ retirement. They offered to help us transition to find another bookkeeper service. Does anyone know of a bookkeeper? Lots of material pick up, drop off, so someone in Sebastopol is preferred, or within 10 minutes. Ben states it is critically important to maintain a professional bookkeeper, with the amount of \$. Etc. Some people have mentioned that the amount is incorrect on the tax documents. Is it worth asking if we have any district parents who are accountants? Whoever it is, we need to interview them, to be able to hold them accountable and they can't be on the board, etc. Ben- I will work with Jeannie, and talk with two or three bookkeepers, see who is local, get quotes, experience, then ask Erin H. and others to help with interview process. For them to have to deposit the checks seems to be very labor-intensive. Maybe someone from the board can deposit the checks and do the transport next year. They haven't specified exactly when they're done, but sooner than later, before the school year. Hoping to keep Elephant Ear through February, have some ideas, and transition by the following month. Financial emails can still be forwarded to Laura. Most donations coming in are electronic for the most part, fewer checks, so we just might not have detained information about grade-levels. It will be interesting to hear if we got any big donations end of the year.

1. Governance (Mike Bollinger, Ana Horta) did not meet

1. Communications (Erin Hillmer, Tiffany Melville, Beth Dawson): We need to promote recruitment of GPA members. Erin and Beth will check in with admin about recruitment for new board members. We need members at large, we need a list of where our needs are. Lawyer on governance, graphic designer for flyers, etc. Erin will hash out roles that we need. We should do it earlier, so people have a few meetings to feel it out. Maybe Monday messages GPA could be moved up to the top when we're highlighting recruitment. Malaka (sp?) is doing the MM, and the counselor is also adding something every week, they are working to condense it. We can put GPA right after admin. Also we will need to do a separate school-wide email with a blurb with specific needs. We will discuss and present some ideas, to advertise.

1. School Liaison (Allison Herman) Will go to the campuses this week to itemize everything to go through the boxes and give Elephant Ear the important stuff. We do want to make sure that checks are being cashed in a timely manner.

E. Principal's Reports Keri- would like a new contact for new parents to connect with GPA (Erin) She is making many more phone calls than tours. When we do open up, we would love to do a Saturday open house with GPA having a great presence. New families, and then maybe current TK/K. Erin will be able to attend there, Sarah will as well ☺
Will- it's always sunny at Hillcrest. Lots of inquiries, applications, 8th grade will be full, 6th and 7th will be filling up as well. We talk with them about GPA, and that it's the support of the parent foundation and donations that make everything happen. No chance of in-person graduation, in the gym. Planning a drive-through graduation ceremony, it was actually a lot more personal. Expect a request from GPA for help with some expenses for the day and the event. We did keep the line item in the budget.

F. Superintendent's Report

Mr. Rose has a proposal to discuss regarding student health and the considered purchasing of heart monitors for Hillcrest students.

PE teachers are looking to create life-long health for students, importance of fitness, health, exercise. Latest trend is monitoring your heart-rate. George Sotiras has a program in mind that would need heartrate monitors for students to be able to achieve maximum effect of the program. They seems to have at least a 10-year lifespan and would be able to be used for years to come. Not just PE units. They can use it for science and math lessons, tying it in to their classes, analyzing data, etc. The big challenge for PE teachers right now is getting students motivated. When students have a chance to get a new gadget, he thinks it would motivate them. They are looking for a source of the \$. The need is for 300 that can be checked out during distance learning. 45,000 would pay for the program. They wouldn't be comparing their results to each other, just to themselves, and enter it into a google doc. Possibly by grade level, group-3rd period PE increased by this amount, etc. Would love for GPA to fund as much as possible.
Feedback/Questions: There are some concerns that we are in a rough year financially, and don't know what our money/fundraising situation would be. Does this align with fundraising for enrichments? Clarifying- They will be wrist-monitors. Could this year's read-a-thon, every \$ that hillcrest raises go towards this? The intent is to get your heart rate to a certain level during stretching, walking, running, etc. Will it be coupled with other activities/expectations outside of PE? Does it make sense to get fewer so they share? (They don't get to keep them) In general,

the board seems leery of releasing 45k to buy these. The largest amount of \$ is from elementary, but the optics might be problematic with that. On the other hand, GPA does not pay for additional enrichment teaches, so some families may already be wondering what their contributions go towards. They may contribute more. If Mr. Sotiras can drum up lots of support for the read-a-thon, that would be great. There is merit, it is an enrichment activity. It is also more than we will bring in all year, and some reserves. It would be good to know \$ per student per year, get some financial data on long-term cost/use. Timeline can wait until next meeting. Has it been piloted? Mr.Sotiras will be invited to the next GPA meeting to share testimonials from schools all over the country, answer questions. No decision tonight. Could we match what they make? We want to be careful to be clear that the read-a-thon donations are GPA donations- we are not a large company. The school board has already spent beyond their budget, so that's why their coming to GPA. Any way to get community sponsors? We will discuss further at the next meeting, and potentially have a closed session after the presentation.

7:37 meeting adjourned



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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.

**GPA Board Meeting Agenda
2-16-21 6:00 pm Online Zoom Meeting**

A. . Public Comment on Non-Agenda Matters

B. Secretary's Report

1. Approval of board minutes from Jan. 19, 2021

C. 20-21 School year Board Planning and Projection

1. Recruitment Challenge!
2. Intent to Return
3. March and April Meeting Plans

D. Updates from Subcommittees

(Overview of current understanding of roles and discussion for next year's specific responsibilities. March meeting will include a description from each lead subcommittee member)

1. Special Events/Fundraising Outcomes and Planning (Sarah Tendall, Maggie Zavala)
Scholastic Updates? Read-a-Thon? - *All monies raised should be addressed to GPA and not Gravenstein USD/district.
2. Finance (Ben Kaun, Mike Bollinger)
3. Governance (Mike Bollinger, Ana Horta)- Need clarification of specific responsibilities
4. Communications (Erin Hillmer, Beth Dawson)
5. School Liaison (Alison Herman)

E. Principal's Reports:

F.. Superintendent's Report

Racial Justice and Equity Committee - GUSD Board Report

Committee held its Mid Year Meeting on March 2nd. 16 community members participated in the meeting. Translation was provided. The following is the information that was shared.

Racial Justice and Equity Committee - March 2021 Meeting Agenda

- 1) Introductions and information regarding translation services
- 2) Why the committee was formed and our work so far
- 3) What are our next steps
- 4) Questions- please type into chat

Racial Justice and Equity Committee - Completed Work

- 1) Racial Justice Committee formed including parents, teachers and administrators
- 2) Created a Racial Justice Resolution video and shared it with our community
- 3) Created a staff, student and parent resource page on our website
- 4) Worked towards getting district communications translated
- 5) Added supplemental materials to the adopted curriculum that focuses on Racial Justice and Equity
- 6) Created and distributed a GUSD Employee survey on Racial Justice and Equity
- 7) The make up of Accelerated Classes needs to more closely align with the demographics of our schools. The teachers of these classes have met and are looking at ways of changing our processes for admission to these classes including-
 - a) Opening the application process to all students and not just "inviting" students
 - b) Increase advertisement of the applications through emails, social media and Monday Messages
 - c) Reaching out to students who fall into under represented categories to suggest they apply

Racial Justice and Equity Committee - Next Steps

- 1) We will be working towards hiring a Racial Justice and Equity Consultant to help guide our group and our initiatives moving forward
- 2) Once hired, the consultant will aide in the creation of a GUSD community survey

- 3) The consultant will work with our faculty and staff on to provide Racial Justice and Equity professional development
- 4) The Racial Justice and Equity committee make a recommendation of a Restorative Justice program to adopt district wide.
- 5) The committee will discuss whether to participate in the yearly Black Lives Matter Week of Action
- 6) Work with GUSD school administrators and Human Resources Department to work on strategies to increase the diversity in our hiring of District employees
- 7) Work with staff at both Gravenstein and Hillcrest to offer financial and other support to start Social Justice campus clubs

Gravenstein Union School District
Facilities Report
March 2021

Hillcrest Heat Mitigation Project: Design planning is continuing for the upcoming project for the coming summer. Construction prequalification applications from contractors have been received on our behalf by Counterpoint. We have received a strong list of interested contractors all of which have a great deal of experience in school construction. With this prequalification process, we know that any one of the selected contractors the district chooses will bring a wealth of experience, which will contribute to making this a successful project. QKA and their design consultants are going to be doing another site visit this week to review existing conditions to work into their design drawings that will be submitted to DSA.

CO2 Sensors: Covid-19 it has brought about a great deal of focus on ventilation and air quality. We have been working from the guidance of ASHRAE (American Society of Heating Refrigeration and Air Conditioning Engineers), CDC, and other reputable groups, and learning about what engineering controls are best for the situation we are in. We have the MERV 13 filters in our HVAC units and we have adjusted our minimum dampers to draw in a greater amount of outside air on units we can make those adjustments on. We have also placed HEPA air purifiers in all rooms where our engineering controls are limited to the amount of outside air can be brought into a room through our mechanical hvac units room as well as in all of our restrooms.

The next standard that has recently been enacted by DSA is the regulation of having CO2 (carbon dioxide) sensors in all classrooms. The purpose of these sensors is to monitor the levels of CO2 within a room. These devices can give us a dashboard of determining the ventilation in a classroom. If a level goes above 1100ppm, it would alert that the classroom or space would not have ideal ventilation. There are certain requirements that these devices must meet: they must be plugged in or hardwired, be mounted between 3 and 6 feet from the floor, and be at least 5 feet from an operable window or door. CO2 itself is not a pollutant, but it has been found that the amount of CO2 levels can correlate with how well a room is ventilated and therefore a useful tool into determining indoor air quality. We are working on obtaining a device we have found that meets the DSA requirements, and provides a dashboard app that we can monitor all rooms' CO2 levels as well as have all the data stored as reference. While these devices do run around about \$400.00 a unit, there is also a grant through the state called the School Energy Efficiency Stimulus Program, that we hope can help provide some cost offset for us. We feel that these will also be a great tool for being able to help quantify our indoor air quality levels.

Sent via form submission from [Wellkind](#)

Name: Sergio Blanco

Email: sblanco@grav.k12.ca.us

School Name: Hillcrest Middle School (Gravenstein Union)

Your Title: Teacher

Your Role (in respect of a school garden): Co-organizer and co-coordinator

Explain the level of support for the garden at your school and approximately how many teachers and students will the garden serve. (250 words maximum): We are starting the garden program in the school from scratch. We got money for two raised beds: one of them is finished and the other one was being built when everything had to stop due to the pandemic.

Our plans consist in building more raised beds and a small shed that could double as a greenhouse.

I teach science for 7th and 8th grade and I am already using what we have. We also created an elective class for students to explore the basics of agriculture. In total (between science class and garden elective class) at least 150 students are directly involved doing hands-on activities in our very incipient garden.

What will be the involvement of students, teachers, and principal in the project? Will they help to create or maintain the garden? How many students do you anticipate participating in the garden project? Will there be academic subjects taught in the garden? Will the garden provide produce for local families? (250 words maximum): The principal is fully involved in the project. He is doing all he can to facilitate the construction of the garden. The project is managed by two teachers and we have been very well supported by the community. We got donations of soil and plants that helped us to start with the project.

Our school has a very involved community and we receive multiple proposals from parents. Once we have more cultivable surface parents will help with some projects and organizing donations.

As a science teacher I am already using the garden to grow plants, and last year we made our first salad with greens growing in the school garden. It was just one salad that grew in our single raised bed but we made it with and for our students before the pandemic set us apart. With the help of our principal we also created an elective garden class. In total (and this depends on the year) there are around 150 students who get involved in some kind of hand-on work related with growing plants in our garden.

Provide specifics about the school garden project, how long it will take to develop (when will the ground be prepared?) what types of plants will be grown in the garden? (250 words maximum): We are building raised beds using cinder blocks with the goal of making them more durable and colorful (they are located in a very transited area). During half the year last year, we finished one of them and got the second one set up on the ground (still needs to get soil for it). We are approaching the construction as a student project that is done during our elective class time.

At this moment our goal is to build two more raised beds (to have a total of four) and a shed to store all the materials we need to use for our garden. The raised beds we want to be built by the students. The shed will be built using a contractor service.

We will use our raised beds to grow greens for consumption. The cinder blocks around the beds provide holes that are being used to grow succulents. Eventually we will create a succulent garden and will use such a garden to make a catalog program with the objective to teach classification and identification.

Our principal working with the student council created a composting program that will work great with the garden program.

Down the road the garden club will be taking care of beautification of our school and we want to plant fruit trees in different areas.

What are your hopes for outcomes and benefits of having a school garden? (250 words maximum): Our increasingly technological society is losing awareness of the importance of agriculture. People in general ignore where their food comes from, or how it is produced. Agriculture is the backbone of our society and it is our goal as educators to create awareness.

It is our hope that by increasing understanding about our food we can also increase the health of our students and even their families. We also want to facilitate the acquisition of knowledge on nutrition, one of the most important skills to maintain a healthy lifestyle.

As a side effect we will take care of beautification projects around the grounds in our school and it is our hope that it will create awareness about healthy eating habits.

From a different perspective, students will benefit from our garden in a number of ways: Hands-on activities are always engaging and they provide experiences that are easily fixed in memory. These types of activities are also linked with an increase of the understanding on the subject. Furthermore the students are learning long lasting skills that will serve them for the rest of their lives (cultivating, nutrition and healthy habits).

Amount Requested. Explain, if awarded - How will your School Garden Program mini-grant be used and what will it pay for? Grants cover things like materials to build the garden, gardening equipment, soil, seeds and starters, teacher stipends, curriculum materials, fencing, and more. (250 words maximum): First thing we need is to finish our raised beds.

Cinder block pallet and delivery cost around \$400.

Our second priority is to get a shed for storage and greenhouse.

That will cost from \$2,000 and up

I am submitting this application for the full amount of the grant with the hopes to get enough funds (along with another grant and the school administration) to be able to build our green house by next year.

Thank you for your consideration.

School Garden Mini-Grant

We have existing class garden beds for grades TK-3rd that were donated and built by parents at our school. We would like to expand our gardening space so that every classroom has a gardening bed to tend! Our school community has many involved parents and teachers who enjoy gardening with students. We have over 400 students and more than 30 teachers and staff members that would benefit from expanding our school gardening program. Also, many of the families in our school community would benefit from the food that we grow and harvest.

Our principal, Keri Pugno is very supportive of gardening projects and offering hands on learning opportunities for students. We have many parents, teachers and staff members who are dedicated to maintaining the garden. Ideally all students will participate in the garden project- from TK through 5th grade there are opportunities for learning and having fun in the garden! Integrating academics into the garden brings learning to life. I have worked at Gravenstein for 4 years and have personally used the garden to teach Math in a hands on way. For example, I taught my 3rd grade math group how to conceptualize fractions by cutting up potatoes ready for planting, and lessons on multiplication through planning out the rows of fava beans and how to design the garden space- also a lesson on calculating area. Students practice their reading skills and apply their knowledge as they read from seed packets and about the planting instructions.

Gardening also meets many of the Life Science standards and I've seen how much students love watching the plants grow that they have planted from seed! The garden will provide produce for the families in our school community, and I feel this is more important than ever with the food insecurity so many people are facing right now. Growing food is incredibly rewarding and nourishing on so many levels. Gardening allows a platform for conversations about healthy eating and students try new vegetables and herbs that they may never have encountered before! Last year I had one kindergarten student fall in love with fennel after she helped to plant the seeds and care for the plants as they grew. Her parents were astonished to see her eating vegetables and we sent home bags of fennel with the family to enjoy at home.

I'd like to request the full grant amount of 1,500 for our school garden. We would use this money to build planter boxes (redwood, metal fencing material to act as gopher guard, soil, and building materials). We would also like to use the grant money to set up drip irrigation for our existing garden spaces. Furthermore, the money would be used for purchasing starter plants and seeds. I would love to invest in a class set of gardening tools of appropriate size for children to use (trowels, shovels, rakes, gardening gloves, wheelbarrow). Another dream investment for our gardening program would be a portable greenhouse for starters and trays/sod starter pots.

My hopes for the school garden are that students have the opportunity to grow food and cultivate the sense of stewardship for not only our school grounds, but our environment. I've seen the transformative power of working with students in the garden. It is peaceful and invigorating, students are motivated to learn because they are interested. There is something almost magical about planting a seed and watching it grow. There are huge benefits for the

students' well being, along with the teachers and entire school community. Having a school garden allows for conversations around healthy eating. Students are willing to try new vegetables and herbs, expanding their sensory world and priming their taste buds for what nutritious food tastes like. The benefits are numerous and life changing for children who may never have the opportunity to grow food, if not for a school garden.

Our gardening projects would start immediately. Spring is just around the corner! There are many things that I would like to put in the ground right away, including fava beans and winter hardy plants like kale, chard and spinach. Right away I'd like to seed radishes because of the fast turn around time and the joy of harvesting with students. I would love to grow plants that are beneficial to native pollinators to attract them to our gardening space. Mostly though, the focus would be on growing food that the students can harvest. The projects of installing drip irrigation and building garden beds for the upper grade classrooms would require a longer timeline. We are so fortunate to have support from the principal and our maintenance manager, Brian who has already volunteered to build the beds and we have plotted out the ideal location.



wellkind.org | www.facebook.com/wellkind.org | [@well.kind](https://www.instagram.com/well.kind)

Dear Gravenstein Elementary School,

February 24, 2021

Thank you for applying to WellKind's Garden Mini-Grant Program.

WellKind is pleased to let you know that your project has been favorably reviewed, and we would like to support your garden with a mini-grant in the amount of **750.00**

To complete your application, we ask that you sign this letter agreeing to the following:

1. Please send a "before" picture of your garden—or the location of where your garden will be—to **Terese@Wellkind.org**. We ask that you include in your email the dimensions of the garden.
2. In signing this form, you agree that all funds distributed via the WellKind Garden Mini-Grant Program will be used for creating or maintaining a garden and related activities, as further laid out in a forthcoming agreement.
3. Please agree to send a six-month progress report with 500 words and 3-5 photos by **July 15th, 2021**, and a final report containing 500-1000 words and 5-7 photos by **December 30th, 2021**. If you are taking pictures of people, please make sure that you have filled out consent forms.
4. Please highlight our collaboration, by stating on your website, garden signage or information about the garden that "Our garden has been supported by WellKind" with our logo which will be sent to you.
5. Last but not least, we want your garden to succeed and would like the person in charge of the garden to participate in two online networking meetings with other grant winners that will be 1.5 hours long. These networking meetings will provide opportunities to ask questions, learn about gardening or engaging youth in the garden, and provide mentorship support. The first meeting will take place in April and the follow-up will be in September (day and time to be announced).

We wish you the best and look forward to learning more about your gardening adventures.

Signed by:

Date:

February 25, 2021

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

Dear Dave,

Thank you for submitting documentation, including invoices and photographs to support your reimbursement for classroom air purification units from the COVID-19 Safe Classrooms Clean Air Program made possible by the Federated Indians of Graton Rancheria. These air purification units, which were required to meet EPA standards and were installed on or before December 30, 2020, will help facilitate the return to in-person instruction into classrooms serving low-income students. This Program provides reimbursement for one (1) qualifying air purification unit for every twenty (20) low-income students.

You are receiving this reimbursement based on the number of air purification units your District was allocated, less any units that may have been purchased separately by an eligible Independent Charter School. This reimbursement includes sales tax and professional installation (if required).

The Federated Indians of Graton Rancheria has reviewed all purchase documentation provided by Gravenstein Union Elementary School District. SCOE is serving as the fiscal agent and is authorized to issue reimbursements as approved by the Federated Indians of Graton Rancheria. Enclosed is a check in the amount of \$14,657.91 which represents reimbursement for 8 air purification units.

While no additional documentation is required, we invite you to share any pictures or stories related to these funds with communications@scoe.org. Any information you can share will help us tell the story of the impact of these funds with our generous donors.

If you have any questions, please contact Bonnie Brown, at (707) 524-2628 or bbrown@scoe.org.



Steven D. Herrington, Ph.D.
Sonoma County Superintendent of Schools

SONOMA COUNTY SCHOOLS

1824666

AUDITORS
CHECK #

1824666

DISTRICT	DISTRICT NAME	VENDOR NO.	VENDOR NAME	ISSUE DATE
097	Sonoma County Office of Education	021095	Gravenstein Union School Dist	02/25/21

INVOICE DATE	INVOICE NUMBER	P.O. NUMBER	REQUISITION NO	DESCRIPTION	INVOICE TOTAL
02/18/21	SAFESCHOOLAIRREI M	P21-00455	R21-01304	Safe School Air Purifier Reimbursement	14,657.91
TOTAL					\$14,657.91

THIS CHECK IS VOID WITHOUT A COLORED BORDER AND BACKGROUND PLUS A KNIGHT & FINGERPRINT WATERMARK ON THE BACK - HOLD AT ANGLE TO VIEW



SONOMA COUNTY SCHOOLS
097 Sonoma County Office of Education
SCHOOLS COMMERCIAL REVOLVING FUND 37-807-000
THE TREASURER OF THE COUNTY OF SONOMA
SANTA ROSA, CALIFORNIA 95403-2819

DATE
02/25/21
VOID AFTER SIX MONTHS

AUDITORS CHECK # 1824666
90-198 1211

AMOUNT
*****\$14,657.91

Pay *Fourteen thousand six hundred fifty seven and 91/100 Dollars*

EXAMINED, APPROVED AND ALLOWED

TO THE ORDER OF

Gravenstein Union School Dist
3840 Twig Avenue
Sebastopol, CA 95472

Erick Blum
Herrington
Authorized Signature

REQUIREMENT FOR CARBON DIOXIDE (CO₂) MONITORING IN PUBLIC SCHOOLS

Disciplines: All

History: Revised 02/09/21

Division of the State Architect (DSA) documents referenced within this publication are available on the [DSA Publications](#) webpages.

PURPOSE

This Interpretation of Regulations (IR) clarifies the requirements established with the passage of Assembly Bill (AB) 841 that amongst other changes added Section 1625 to the California Public Utilities Code. These requirements became effective January 1, 2021 and are intended to meet energy and sustainability mandates and improve indoor air quality standards.

SCOPE

The provisions of this IR apply to all existing classrooms and projects for the construction of new classrooms, and alteration or modernization of existing classrooms as of January 1, 2021.

BACKGROUND

AB 841 (2019-2020 session) amended Part 1 of Division 1 of the Public Utilities Code. Of these amendments, Section 1625 was added and directs that all classrooms, including existing classrooms be equipped with a carbon dioxide (CO₂) monitor as a mechanism for providing and maintaining proper ventilation and indoor air quality.

1. REQUIREMENTS

As of January 1, 2021, PUC 1625 requires all existing classrooms to be equipped with a carbon dioxide (CO₂) monitoring device with either a plug-in or hardwire interface. Existing classrooms that are not part of a modernization project under DSA review may meet the requirements of PUC 1625 with a CO₂ monitor bearing a plug-in interface. DSA will not review nor issue approval for the installation of these CO₂ monitors.

As of January 1, 2021, plans submitted to DSA for the construction of new classrooms, and alteration or modernization of existing classrooms must include a carbon dioxide (CO₂) monitoring device meeting the following requirements:

- 1.1** The carbon dioxide monitor is hard-wired and mounted to the wall between three and six feet above the floor and at least five feet away from the door and operable windows.
- 1.2** The monitor continuously displays the carbon dioxide readings through a display on the device or to an Energy Management Control System regularly monitored by facility personnel.
- 1.3** The monitor provides a notification through an audible or visual indicator on the monitor or by an Energy Management Control System regularly monitored by facility personnel when the carbon dioxide levels in the classroom have exceeded 1,100 parts-per million (ppm).

REQUIREMENT FOR CARBON DIOXIDE (CO₂) MONITORING IN PUBLIC SCHOOLS

1.4 The monitor or the Energy Management Control System regularly monitored by facility personnel maintains a record of previous data that includes at least the maximum carbon dioxide concentration measured.

1.5 The monitor has a range of 400 ppm to 2000 ppm or greater.

1.6 The monitor is certified by the manufacturer to be accurate within 75 ppm at 1,000 ppm carbon dioxide concentration and is certified by the manufacturer to require calibration no more frequently than once every five years.

2. PLAN SUBMITTAL

2.1 Plans shall specify the make and model number of the device and a hard-wired connection to a power source or Energy Management Control System.

2.2 Plans shall clearly indicate the location(s) of the CO₂ monitoring device in the classroom.

References:

California Energy Code (CCR Title 24, Part 6)

California Green Building Code (CALGreen) (Title 24, Part 11)

This IR is intended for use by DSA staff and by design professionals to promote statewide consistency for review and approval of plans and specifications as well as construction oversight of projects within the jurisdiction of DSA, which includes State of California public schools (K–12), community colleges and state-owned or state-leased essential services buildings. This IR indicates an acceptable method for achieving compliance with applicable codes and regulations, although other methods proposed by design professionals may be considered by DSA.

This IR is subject to revision at any time. Please check DSA's website for currently effective IRs. Only IRs listed on the webpage at www.dgs.ca.gov/dsa/publications at the time of project application submittal to DSA are considered applicable.



myDevices, Inc.
7031 Koll Center Pkwy
Suite 120
Pleasanton, CA 94566

Q-00974
Feb 22, 2021

Bill To
ATTN: Brian Sposato
Gravenstein Union School
District

TERMS
Due on Receipt

Expires
Mar 21, 2021

Item	Quantity	Rate	Amount
Multitech Cellular Gateway Sprint TTN-US - MSRP Upfront hardware cost	10	\$399.00	\$3,990.00
Ursalink Ambiance Monitoring Sensor AM102-US - MSRP Upfront hardware cost	55	\$329.00	\$18,095.00
Installation - MSRP RemoteAQ Installation; One unit = install in one classroom	55	\$50.00	\$2,750.00
Total			\$24,835.00



myDevices, Inc.
7031 Koll Center Pkwy
Suite 120
Pleasanton, CA 94566

Q-00975
Feb 22, 2021

Bill To
ATTN: Brian Sposato
Gravenstein Union School
District

TERMS
Monthly Recurring

Item	Quantity	Rate	Amount
Multitech Cellular Gateway Sprint TTN-US - MSRP Monthly recurring service; Includes cellular data plan	10	\$12.00	\$120.00
Ursalink Ambiance Monitoring Sensor AM102-US - MSRP Monthly recurring service	55	\$2.00	\$110.00
Total			\$230.00

Indoor Air Quality

For a Safer and Healthier Classroom

Create an optimal school or work environment with indoor air quality monitoring. Protect student and employee health and meet indoor air quality regulations.



Easy to Install

Plug and play for quick and easy installation



Monitor

Ensure healthy indoor air conditions



Protect

Reduce the spread of pathogens in the air



Comply

Meets state and local mandates

Remote Monitoring

24/7 Access

Monitor indoor quality conditions from anywhere and from any device

SMS Text Message Alerts

Set threshold alerts to be alerted via SMS or Email

Compliance

Schedule and generate automatic reports to meet local and state mandates



All-in-One Solution to Monitor Indoor Air Quality



CO2 levels



Temperature & Humidity



TVOC



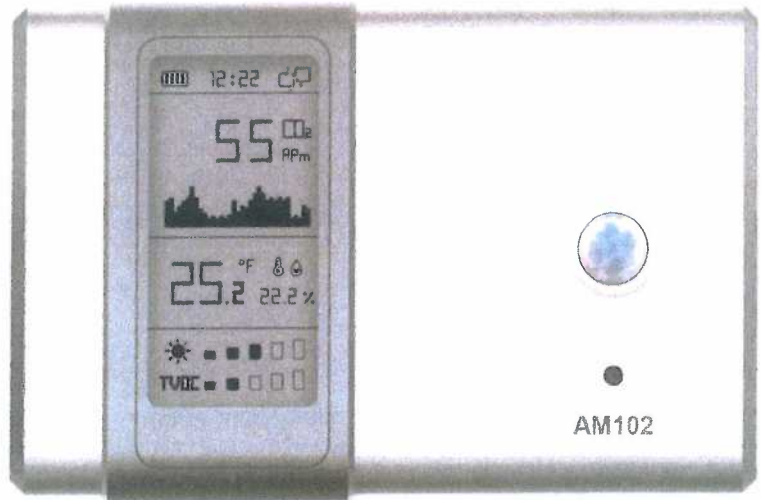
Motion



Barometric Pressure



Light



An end-to-end solution for any building

100% plug and play and off-network solution that can monitor any indoor area in schools, workspaces, hospitals, and government buildings to ensure its occupants' safety and meet state and local mandates.

In minutes you can deploy this complete indoor air quality monitoring solution to your customers or your organization.

Request a demo today!



RemoteAQ Indoor Air Quality FAQs

Q: Will this solution help prevent the spread of COVID-19 or Influenza?

A: Research shows that improving building ventilation to recommended levels can have a similar effect as vaccinating 50% of the building occupants against the influenza virus ([link](#))

Q: Can the sensors be hacked?

A: No, outside sources cannot hack our solution sensors because they do not have an IP address.

Q: Does the system work off of Wi-Fi?

A: The sensors use LoRa (long-range) radio frequency to communicate to a gateway. The gateway then connects to the internet over a cellular or ethernet connection, or both.

Q: Can multiple users receive alerts

A: Yes, you can send alerts to an unlimited list of recipients.

Q: Is there any cabling or wiring required?

A: No, devices communicate wirelessly, making for a pain-free installation. These solutions can directly plug devices into power for extended operating life or run on batteries that last approximately five years.

Q: My location has concrete, lead, cinderblock, and metal infrastructure. Will the devices still communicate effectively?

A: Yes, these devices were built specifically for these types of environments and are capable of reaching gateways that are up to 1,000 feet away, even in harsh environments

Q: Why is indoor air quality important

A: Validating that your campus has proper air ventilation leads to a safer and healthier environment and gives peace of mind to employees, students, and parents alike



COVID-19 TESTING SERVICE AGREEMENT

This Service Agreement ("Service Agreement") between Gravenstein Union School District ("Customer") with offices located at Address _____ and Mirimus, Inc. ("Mirimus") with offices located at 760 Parkside Avenue Suite 206, Brooklyn, NY 11226, is entered into, and made effective on the date executed by both parties. The parties agree that Mirimus shall perform COVID-19 Surveillance Testing in accordance with this Service Agreement and the parties' respective obligations with respect thereto is subject to and governed by this Service Agreement and the *General Terms and Conditions* attached hereto as **Exhibit A**. Capitalized terms used but not defined in this Service Agreement shall have the meanings given in **Exhibit A** attached hereto.

WHEREAS

1. Mirimus provides COVID-19 Surveillance Pool Testing by testing for the presence of SARS-CoV-2 in pooled individual self-collected saliva samples collected from groups of 2 - 24.
2. Mirimus reports pooled test results to the Customer within 24 hours of receipt of saliva samples at the Mirimus lab, for samples received Monday-Thursday. Samples received Friday-Saturday may take an additional 24 hours.
3. Mirimus provides guidance to Customer with respect to pool participants who should undergo further diagnostic testing.
4. Customer desires SARS-CoV-2 surveillance testing for its personnel.

Testing Schedule

Customer agrees to send samples on a schedule. Samples received outside of this schedule will result in additional fees of \$2/sample, and longer result times may also apply. Customer may elect to change schedule with 5 days notice.

Choose the day that your samples will arrive at Mirimus lab each week:

WEEK	POOL COUNT	TEST DATE
1	99	TBD
1 Week	99 Pool	

Test Kit Supplies

ITEM	QUANTITY
Pool Collection bags	99

Testing Fees

NAME	QTY	PRICE	SUBTOTAL
SalivaClear™ COVID-19 Pool Test 2 - 24 samples per pool	105	\$360.00	\$37,800.00
Discount for samples tested that arrived to the lab weeks late	6	-\$360.00	-\$2,160.00
Sample Shipping to Lab (FedEx Priority Overnight®)	6	\$50.00	\$300.00
Shipping & Handling	99	\$2.00	\$198.00

SECTION NAME

Subtotal **\$36,138.00**

TOTAL DUE AT SIGNING \$36,138.00

Pool Retesting

Mirimus will retest positive pools for an additional \$40 per person within the pool. Retesting will be invoiced separately. If greater than 20% of pools are detected positive in each interval of testing, we will work with your organization to retest at reduced fees. Retesting costs will not exceed \$10/person for the entire population tested during the given interval. Example: 1000 persons in the surveillance testing program, \$10,000 cap on retesting fees.

Payment

Please provide billing contact information

Name

Email

Phone

Credit card payment available in PandaDoc or see additional Payment Instructions on the following page.

IRS Form W9 attached.

IN WITNESS WHEREOF, the undersigned executes this Service Agreement as of the date specified below the undersigned's signature and acknowledges having read, and agrees to be bound by the attached *General Terms and Conditions*.

Gravenstein Union School District

MIRIMUS INC

Eva Perez-Atwell

Eva Perez

Jim Connolly

Title

Sales

David Rose
Superintendent

Checks Dated 02/01/2021 through 02/28/2021						Board Meeting Date March 11, 2021
Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1821117	02/04/2021	Inda, Samantha	01-4310	Reimb. Daycamp Supplies	3.58	
			03-4310	Reimb. Daycamp Supplies	41.19	44.77
1821118	02/04/2021	Ally Technology Consulting LLC	01-4440	Access Points for Grav and HMS	275.05	
			01-5840	IT Consultant 2020-21	162.50	
			03-4440	Access Points for Grav and HMS	3,300.60	
			03-5840	IT Consultant 2020-21	1,950.00	
			04-4440	Access Points for Grav and HMS	1,925.35	
			04-5840	IT Consultant 2020-21	1,137.50	8,751.00
1821119	02/04/2021	AT&T Mobility	01-5840	Wireless Service - year 1	77.19	
			03-5840	Wireless Service - year 1	926.30	
			04-5840	Wireless Service - year 1	540.34	1,543.83
1821120	02/04/2021	Clover-Stometta Farms Inc.	13-4700	Milk Purchases 2020-21		52.00
1821121	02/04/2021	Office Depot	01-4310	School Supplies-Multi	9.38	
			03-4310	School Supplies-Multi	129.16	
			04-4310	School Supplies-Multi	21.27	
			04-4350	District Office Supplies	80.37	240.18
1821122	02/04/2021	Pacific Gas & Electric	01-5520	Light Poles at Grav Elem 2020-21	2.77	
			03-5520	Light Poles at Grav Elem 2020-21	31.87	34.64
1821123	02/04/2021	RTW Health Services, LLC	01-5830	Coordinate and Execute Covid -19 Site Testing	234.75	
			03-5840	Coordinate and Execute Covid -19 Site Testing	2,817.00	
			04-5840	Coordinate and Execute Covid -19 Site Testing	1,643.25	4,695.00
1821124	02/04/2021	Sonoma County Office Of Ed.	01-5812	Business Cards	5.26	
			03-5812	Business Cards	63.00	
			04-5812	Business Cards	36.74	105.00
1821125	02/04/2021	T-Mobile USA, Inc.	01-5840	T-Mobile Hotspots	5.00	
			03-5840	T-Mobile Hotspots	60.00	
			04-5840	T-Mobile Hotspots	35.00	100.00
1821126	02/04/2021	Verizon	01-4440	Verison Hotspots- Grav and Hillcrest	5.70	
			03-4440	Verison Hotspots- Grav and Hillcrest	68.42	
			04-4440	Verison Hotspots- Grav and Hillcrest	39.91	114.03
1821127	02/04/2021	Business Card	01-4362	Dist Fuel	5.48	
			01-4370	Maint Supplies	4.50	
			01-4380	Maint Supplies	91.47	
			01-5869	Maint Supplies	81.93	
			03-4362	Dist Fuel	65.75	

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ESCAPE ONLINE

ReqPay12d

Board Report

Checks Dated 02/01/2021 through 02/28/2021

Board Meeting Date March 11, 2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1821127	02/04/2021	Business Card	03-4370	Custodial Grav	51.69	
			03-4380	Maint. Supplies	1,091.43	
			04-4362	Dist. Fuel	38.35	
			04-4380	Maint. Supplies	615.02	2,045.62
1821128	02/04/2021	CalPERS Cash & Payment Processing Unit	01-9572	Employee's CalPERS Health Plan Coverage 2020-21		46,150.33
1821129	02/04/2021	Clover-Stornetta Farms Inc.	13-4700	Milk Purchases 2020-21		52.00
1821130	02/04/2021	Gravenstein Revolving Fund	01-9213	Repay Revolving		853.46
1821131	02/04/2021	Rockalingua INC	03-4310	Rockalingua Subscription		105.00
1822030	02/11/2021	Haas, Elsbeth B	03-4310	Reimb.Class Supplies		33.25
1822031	02/11/2021	ACSIG	01-9573	Employee's Dental Plan Coverage 2020-21		8,856.53
1822032	02/11/2021	American Eagle Enterprises	14-5830	Bleacher Maintenance		2,050.00
1822033	02/11/2021	Counterpoint Construction Services, Inc.	40-6200	Facilities Project Management Services	380.00	
				Hillcrest Temperature Mitigation	2,350.00	2,730.00
1822034	02/11/2021	Office Depot	03-4310	Class Supplies- TK	57.28	
				School Supplies- Mattish	79.01	136.29
1822035	02/11/2021	Pacific Gas & Electric	01-5520	Electric and Gas for 2020-21 @ Gravenstein	185.73	
41			03-5520	Electric and Gas for 2020-21 @ Gravenstein	2,523.85	
			04-5520	Electric and Gas for 2020-21 @ Hillcrest	2,193.99	4,903.57
1822036	02/11/2021	Pitney Bowes Postage By Phone	01-5950	Postage for postage machine	16.14	
			03-5950	Postage for postage machine	193.70	
			04-5950	Postage for postage machine	112.99	322.83
1822037	02/11/2021	RTW Health Services, LLC	01-5830	Coordinate and Execute Covid -19 Site Testing	192.75	
			03-5840	Coordinate and Execute Covid -19 Site Testing	2,313.00	
			04-5840	Coordinate and Execute Covid -19 Site Testing	1,349.25	3,855.00
1822038	02/11/2021	Santa Rosa City Schools	01-4710	Lunch Program for 2020-21	896.98	
			13-4710	Lunch Program for 2020-21	3,715.52	4,612.50
1822039	02/11/2021	U.S. Bank Corporate Payment	01-4350	Mesh Letter holders	14.64	
			01-4362	Dist. Fuel	1.31	
			01-4380	Maint. Supplies	24.37	
			01-4400	1/19/2021 Grav Fridge-Staff	21.16	
			01-4440	USB Wall Charger	121.97	
					2.11	

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ESCAPE ONLINE

Page 2 of 6

ReqPay12d

Board Report

Checks Dated 02/01/2021 through 02/28/2021					Board Meeting Date March 11, 2021	
Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1822039	02/11/2021	U.S. Bank Corporate Payment	01-5202	Webinar Covid/Rose	1.50	
			01-5830	Bio-hazard Bags	.81	
				CC fee for Mirimus	18.48	
			03-4310	Class supplies	27.56	
			03-4350	Mesh Letter holders	168.36	
			03-4380	Maint. Supplies	289.84	
			03-4400	Grav Fridge-Staff	1,402.71	
				Grav Supplies	243.34	
			03-4440	USB Wall Charger	25.31	
			03-5202	Webinar Covid/Rose	18.00	
			03-5830	Bio-hazard Bags	9.74	
				CC fee for Mirimus	221.70	
				Dist. Supplies	15.76	
			04-4310	Class supplies-Jex-Lewis	23.82	
				Envelopes Covid-Jex -Lewis	18.06	
				HMS Supplies	1,183.90	
				04-4362 Dist Fuel	9.19	
				04-4380 Maint. Supplies	134.30	
				04-4400 HMS Supplies	145.00	
				04-4440 USB Wall Charger	14.76	
	04-5202 Webinar Covid/Rose	10.50				
	04-5830 Bio-hazard Bags	5.68				
		CC fee for Mirimus	129.34	4,303.22		
1822040	02/11/2021	CASBO	01-5200	CASBO- Workshops	5.37	
			03-5200	CASBO- Workshops	64.50	
			04-5200	CASBO- Workshops	37.63	
			13-5200	CASBO- Workshops	107.50	215.00
1822041	02/11/2021	Clover-Stometta Farms Inc.	13-4700	Milk Purchases 2020-21		52.00
1822042	02/11/2021	Focused Behavioral Solutions	04-5830	Focused Behavioral Solutions		250.00
1822043	02/11/2021	Juvo	04-5830	Autism and Behavioral Services		1,624.33
1822044	02/11/2021	School and College Legal	01-5202	Workshop - Overview of SB 1159 - Covid-19"	2.25	
			03-5202	Workshop - Overview of SB 1159 - Covid-19"	27.00	
			04-5202	Workshop - Overview of SB 1159 - Covid-19"	15.75	45.00
1822914	02/18/2021	Alpha Analytical Laboratories,	04-5830	Water testing for Hillcrest		32.00

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ESCAPE ONLINE

Checks Dated 02/01/2021 through 02/28/2021						Board Meeting Date March 11, 2021	
Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount	
1822915	02/18/2021	AT&T Calnet 3	01-5911	Gravenstein AT&T CALNET 3 Charges 2020-21	36.87		
			03-5911	Gravenstein AT&T CALNET 3 Charges 2020-21	439.65		
			04-5911	Gravenstein AT&T CALNET 3 Charges 2020-21	219.13		
				Hillcrest AT&T CALNET 3 Charges 2021-21	67.50	763.15	
1822916	02/18/2021	Clover-Stornetta Farms Inc.	13-4700	Milk Purchases 2020-21		169.00	
1822917	02/18/2021	Fishman Supply Company	01-4400	Air Purifier-District	426.81		
			03-4400	Air Purifier-District	4,908.26		
			04-4400	Air Purifier-District	4,916.79	10,251.86	
1822918	02/18/2021	Mirimus, Inc.	01-5830	Covid-19 DistrictTesting 2020-21	2,698.50		
			03-5830	Covid-19 DistrictTesting 2020-21	4,626.00		
			04-5830	Covid-19 DistrictTesting 2020-21	385.50	7,710.00	
1822919	02/18/2021	Office Depot	01-4350	School Secretary Supplies- Grav	8.46		
			03-4350	School Secretary Supplies- Grav	97.35	105.81	
1822920	02/18/2021	Presence Learning, Inc.	01-5830	Flat Rate SLP Services Contract FY21	484.75		
			03-5830	Flat Rate SLP Services Contract FY21	5,816.76		
			04-5830	Flat Rate SLP Services Contract FY21	3,393.09	9,694.60	
1822921	02/18/2021	Ray Morgan Company	01-5633	Copier Contract Charges 2020-21		969.51	
1822922	02/18/2021	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	
1822923	02/18/2021	RTW Health Services, LLC	01-5830	Coordinate and Execute Covid -19 Site Testing	95.25		
			03-5840	Coordinate and Execute Covid -19 Site Testing	1,143.00		
			04-5840	Coordinate and Execute Covid -19 Site Testing	666.75	1,905.00	
1822924	02/18/2021	School Nurse Supply, Inc	01-4370	PPE Supplies- Gravenstein	2.03		
			03-4370	PPE Supplies- Gravenstein	23.41	25.44	
1822925	02/18/2021	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	
1822926	02/18/2021	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		

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ESCAPE ONLINE

Checks Dated 02/01/2021 through 02/28/2021

Board Meeting Date March 11, 2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1822926	02/18/2021	U.S. Bank Equipment Finance	04-5631	Copier Lease for Schools and DO for 2020-21	246.98	705.63
1822927	02/18/2021	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	937.85	1,412.85
1823834	02/25/2021	Benz, Lisa	04-4350	Reimb.HMS Supplies	97.77	
			04-5202	Reimb.HMS Supplies	4.34	102.11
1823835	02/25/2021	CalPERS Cash & Payment Processing Unit	01-9572	Employee's CalPERS Health Plan Coverage 2020-21		46,150.33
1823836	02/25/2021	Dept Of Justice, Acctg Office	01-5862	Fingerprinting for staff 2020-21	1.60	
			03-5862	Fingerprinting for staff 2020-21	19.20	
			04-5862	Fingerprinting for staff 2020-21	11.20	32.00
1823837	02/25/2021	MCI Comm Service	12-5911	Daycare Phone Line for 2020-21		14.98
1823838	02/25/2021	Mirimus, Inc.	01-5830	Covid-19 DistrictTesting 2020-21	2,698.50	
			03-5830	Covid-19 DistrictTesting 2020-21	4,626.00	
			04-5830	Covid-19 DistrictTesting 2020-21	385.50	7,710.00
1823839	02/25/2021	Quattrocchi Kwok Architects	40-6210	Architect Services for October 2020		3,100.00
1823840	02/25/2021	Teacher's Discovery	04-4340	Flangoo World Language		99.99
1823841	02/25/2021	Vision Service Plan	01-9574	Employee's Vision Plan Coverage 2020-21		2,087.80
1823842	02/25/2021	Wildcare	03-5826	Virtual Field Trip 3rd Grade (3 Classes)		200.00
1823843	02/25/2021	Wildcare	03-5826	Virtual Field Trip 3rd Grade (3 Classes)		100.00
1823844	02/25/2021	Krup, Kristen L	01-5862	Reimb. Fingerprints	1.25	
			03-5862	Reimb. Fingerprints	15.00	
			04-5862	Reimb. Fingerprints	8.75	25.00
1823845	02/25/2021	Alpha Analytical Laboratories,	01-5830	Water testing for Gravenstein	34.28	
			03-5830	Water testing for Gravenstein	333.72	368.00
1823846	02/25/2021	ARC Alternatives	40-5830	Board Approved Prop 39 Consulting		1,072.50
1823847	02/25/2021	Focused Behavioral Solutions	04-5830	Focused Behavioral Solutions		234.00
1823848	02/25/2021	Jack Schreder & Associates, In c.	40-5830	January 2020 - School Facilities Program		3,341.25
1823849	02/25/2021	Redwood Pediatric Therapy Asso	03-5811	OT/Consult Svcs for Students RH and JZ		201.90
1823850	02/25/2021	School Services Of California	01-5200	Registration: Governor's Budget Workshop	24.00	
			03-5200	Registration: Governor's Budget Workshop	288.00	
			04-5200	Registration: Governor's Budget Workshop	168.00	480.00
1823851	02/25/2021	Sonoma West Publishers, Inc.	01-5825	Announcement of Registration	40.00	
			03-5825	Announcement of Registration	460.00	500.00
1823852	02/25/2021	Stephen Roatch Accountancy	01-5821	2020-21 Audit Contract	14.25	

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Checks Dated 02/01/2021 through 02/28/2021 Board Meeting Date March 11, 2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1823852	02/25/2021	Stephen Roatch Accountancy	03-5821	2020-21 Audit Contract	171.00	
			04-5821	2020-21 Audit Contract	99.75	285.00
1823853	02/25/2021	West County Health Centers	04-5830	Comprehensive Sex Ed. Classes		500.00
Total Number of Checks					64	201,048.85

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	General Fund	41	114,264.25
03	Gravenstein Elementary Charte	40	43,744.19
04	Hillcrest Middle Charter	35	26,583.66
12	Child Development Fund	1	14.98
13	Cafeteria Fund	6	4,148.02
14	Deferred Maintenance Fund	1	2,050.00
40	Special Reserve-capital Proj	4	10,243.75
Total Number of Checks		64	201,048.85
Less Unpaid Tax Liability			.00
Net (Check Amount)			201,048.85

Includes checks for only Bank Account COUNTY

45

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved. (Limited to Checks issued from the COUNTY bank account.)

ESCAPE ONLINE

Gravenstein Union School District

February Payroll Report

March 2021 Regular Board Meeting

Certificated Salary & Benefits

Regular: \$ 532,080.43

Supplemental: \$ 10,635.18

Classified Salary & Benefits

Regular: \$ 178,533.36

Supplemental: \$ 5,009.05

Total Salary & Benefits

\$ 726,258.02

Board of Education

Regular Meeting Minutes

DATE: Thursday, January 14, 2021
TIME: 5:00 PM
LOCATION: Gravenstein Elementary, Multipurpose Room

Gregory Appling, President
Joyce Eichelberger, Trustee
Alexander Kahn, Trustee
Jennifer Koelemeijer, Clerk
Patrick Lei, Trustee

[Zoom Link](#)

I. CALL TO ORDER AT 5:00 PM

Meeting was late to start because the Zoom link for the meeting sent some people to a different room.

Meeting called to order at 5:13pm with all board members (Gregory Appling - GA, Alexander Kahn - AK, Jennifer Koelemeijer - JK, and Patrick Lei - PL) in attendance except Joyce Eichelberger - JE who showed up within a minute or two.

II. ADOPTION AND APPROVAL OF THE AGENDA **Approval of the agenda for January 14, 2021 (2 min.)**

Action taken/comments:

Motion to approve as written

Motion GA _____ Second PL _____

Vote: GA: aye PL: aye JK: aye AK: aye JE: _____

III. PUBLIC COMMENT ON ITEMS IN CLOSED SESSION

Board Members and Dave Rose (DR) went to a breakout room at 5:15 for Closed Session.

IV. 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 (See GUSD Website to review the agreement) Conference with Negotiations team:

2017-2020 Collective Bargaining Agreement

V. RECONVENE TO OPEN SESSION

Board members and Dave returned at 5:23pm

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

Nothing to report.

VII. REPORTS, AND ORAL COMMUNICATIONS

A. (p.1) **Gravenstein Principal** (10 min.)

Keri Pugno (KP) - Report in Packet. We started our new Wednesday schedule last week. Students are enjoying more enrichment activities with the new Wednesday schedule. The teachers are appreciative for the time on Wednesday.

Board requested information about the attendance for enrichment classes on Wednesday and if there would be winter or spring virtually events planned.

KP noted that they do not have hard numbers at this time There are no current plans for virtual concerts at this time.

B. (p.2) **Hillcrest Principal** (10 min.)

William Deeths (WD) - Report included in the packet. Enrollment is steady. Our aides are just an incredible group, they have been working so hard to keep in touch with our students. On Jan. 29 we are offering parent education. 31 people have already signed up.

Hillcrest participated in the Hessle Church Food Drive, donating over 600 food items.

Wednesdays at Hillcrest, 6th grade teachers met with their students in the morning to provide instruction and spent the rest of the day reaching out to students and parents.

7th and 8th grade teachers decided to focus on the educational days needed to prepare the students for high school and decided not to change their schedule.

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

Beth Triv (BT) - Covid Testing is happening, we are very appreciative of that. Teachers are very pleased with the new Wednesday schedule. Wishing Gregory a great first meeting and great year ahead.

D. **District Site Council** (0 min.)

No meeting, but will be reviewing the Safety Plan this coming month.

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

- 1. Minutes from November 17, 2020**
- 2. Agenda for December 15, 2020**

Sara Tendall (ST) - trying to figure things out for staff appreciation, since they can't do the normal food trucks they would do at the end of the year.

Beth Dawson (BD) - trying to keep GPA engaged without over taxing parents.

F. Trustee Reports (5 min.)

PL - no report

AK - Starting the 2nd semester, I think there is a level now of anxiety that, believe it or not, is higher now than it was before. I think people thought that 2021 was going to be so much easier and it isn't. Feels that mental health is important and maybe we need to revisit the idea of creating a safe space for all students to express their feelings and emotions. Mental health right now seems like a really really important issue.

GA - as part of Item F we are going to have a discussion about mental health.

JE - nothing to report, but comment on what AK said, glad we are going to talk about Mental Health.

JK - appreciates AK talking about mental health and wants to be sure that we keep it as a high priority for not only our students, but our staff as well. Thank you AK for bringing this up.

GA - JK sent me some information regarding Mental Health for staff and I need to do some research in hopes that we can add it to what we are working on.

G. Racial Justice Committee (5min.)

WD - A survey was sent to staff and we received 33 responses and we are now working on one for parents. A resource page has been added to the GUSD Website. We will be having evening meetings as well so that we can get as many parents involved as possible.

He read the following:

Racial Justice & Equity Committee Report
January, 2021

Racial Justice and Equity survey was sent to all staff in the GUSD and 33 surveys were returned. A parent survey, based on the survey given to staff, is being prepared and will be distributed in the next week. The data is being tabulated and will be shared with the results of the parent survey at our Tuesday March 2nd Racial Justice and Equity meeting.

A Racial Justice and Equity Resource page has been added to the GUSD website-
<https://grav-ca.schoolloop.com/racialjusticeresources>

We will be holding a evening meeting to update our families about our work Tuesday March 2nd, 2021

Mid year report from the Racial Justice Committee-

- 1) Hiring an outside consultant will be discussed and a recommendation will be made to the GUSD Board once the parent surveys are completed and data from both the Staff and Parent survey have been tabulated and discussed. The Committee will look at the day and come to a consensus on a recommendation on whether a consultant should be hired and if so what their area of expertise and focus needs to be. The data from the surveys will allow us to find a consultant that can focus on the areas that our families and staff see as areas of growth for our schools.
- 2) Having the GUSD take part in the Black Lives Matter Week of Action has not been discussed at the Committee level however the ideas and activities for the events that take place during this week will be introduced to our staff members so they can be introduced in our classrooms at other times during the year. The one area of concern about these types of events is that we feel that we need to facilitate systemic change within our schools and the study of Racial Justice and Equity should not be limited to a day or a week or even a month but as a regular part of our school curriculum.
- 3) I have reached out to other Sonoma County School Districts HR departments to see what methods they are using to monitor their efforts in hiring for diversity. I believe that we need to expand this to also see what tools other Districts are using for the actual recruitment of a more diverse staff.
- 4) The committee has been bringing examples of Restorative Justice programs so we can make a recommendation to the Board to be implemented for next school year. There will need to be significant time allotted for professional development for our staff. We want to be sure that we select a program that has a proven track record of success, will work for our campus community and addresses the goals of the Resolution.
- 5) We are building a foundation for increasing Social Justice Student Clubs on our campuses. The Gay Straight Alliance at Hillcrest was already established prior to DL. The Administration of both schools must be clear and repeat regularly with our staff that we will support teachers and staff members who come to them with the desire to form these clubs. We will utilize weekly bulletins, Monday Messages and other forms of school to home communication to advertise these clubs to our students.

- 6) A plan is in place in February 2021, when the ELA and Math Departments at Hillcrest meet to discuss the process for enrolling 7th and 8th graders in the Accelerated classes, we will discuss what steps we can take to make sure that the racial and gender makeup of the class is representative of Hillcrests Student Body.

This committee has been quite an interesting journey for me. I had a meeting with a parent that was enlightening. Trying to have difficult conversations with people without offending them.

Beth Dawson - Have a question for the committee, I was a little confused, is this an overall inclusion meeting or is it focusing on racial justice.

DR - it is the latter, but as Mr. Deeths commented, I know those other areas are being added to the agenda.

GA - I would caution against this I think if you add to much at the beginning you could lose focus. I would suggest a second committee.

H. Master Plan Committee (5 min.)

DR - we are in the process now of requesting qualification documents.

I. (p.17) Facilities Report (5 min.)

DR - Included in the packet. The heat mitigation project will be split into two parts, also working on the FIT reports. Part of the school accountability report card.

J. CBO Report (5 min.)

Wanda Holden (WH) - Report included in the packet.

Have a meeting with Terra Verde, for battery assessment for getting battery back up for our solar system.

Been working with Jack Shrader for possible funding for our AC.

Up and coming is the ACA reporting.

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

1. Questions from the December Board Meeting

DR - Presented a report showing the percentage of spending regarding one time vs. on going. He showed a report on the screen.

Board requested additional information showing what additional cost would be incurred by the school in regards to the Enrich program if we didn't have GPA donations.

WH - that is something GPA would have to provide.

2. (p.18) 20/21 Mid-Year Report

Highlights (report included in the packet):

- Almost 100 new initiatives during the first half of the school year
- Nearly 99% Attendance
- In-person support for 40 students currently
- Incredible DL platform created by teachers and admin.
- Weekly COVID testing program
- Design and implementation of academic support MTSS system
- Design and implementation of mental health support program (MTSS design, tchr training, ACEs & trauma, LMFT with academic counselor)
- Progress on Heat Mitigation Project
- Rapid response to meeting fiscal and HR challenges brought about by COVID
- Safety work done by Maintenance staff
- Updated website, Racial Justice Committee, resolution and video, "Wonder" coverage

3. Review of Emergency Powers

No Emergency Powers were used.

VIII. 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.

Beth Triv - Raised the question about how staff will be notified by the health departments when or how teachers will be vaccinated.

DR- At this time we are unsure of the process but are continuing to research it. If staff is able to get vaccines on their own, please do not wait. We will continue to monitor the process.

IX. CONSENT AGENDA (2 min.)

ACTION ITEM

- A. (p.25) Warrants
- B. (p.32) Payroll
- C. (p.33) Minutes from the Regular Board Meeting of December 10, 2020
- D. (p.49) Quarterly Williams Report

Action taken/comments:

Motion to approve the consent agenda as written.

Motion _JK_____ Second _PL_____

Vote: GA: __aye__ PL: __aye__ JK: __aye__ AK: __aye__ JE: _____

X. **GENERAL ACTION ITEMS**

A. **(p.52) Facility Inspection Tool (FIT) Reports (5 min.)**

Situation: The Facility Inspection Tool (FIT) has been developed by the Office of Public School Construction to determine if a school facility is in “good repair” as defined by Education Code (EC) Section 17002(d)(1) and to rate the facility pursuant to EC Section 17002(d)(2). The tool is designed to identify areas of a school site that are in need of repair based upon a visual inspection of the site. Good repair is defined to mean that the facility is maintained in a manner that ensures that it is clean, safe, and functional. As part of the school accountability report card, school districts and county offices of education are required to make specified assessments of school conditions including the safety, cleanliness, and adequacy of school facilities and needed maintenance to ensure good repair. In addition, school districts and county offices of education must certify that a facility inspection system has been established to ensure that each of its facilities is maintained in good repair in order to participate in the School Facility Program and the Deferred Maintenance Program. This tool is intended to assist school districts and county offices of education in that determination.

Plan: To review the FIT Reports as prepared by Brian Sposato, GUSD Director of Maintenance.

Recommended motion: For the Board to approve the FIT Reports.

Action taken/comments:

DR-The FIT tool and report are included in the packet. The overwhelming response is that our schools are in good repair. This helps lay the groundwork for our deferred maintenance program.

Motion to approve the FIT reports

Motion GA_____ Second JK_____

Vote: GA: aye PL: aye JK: aye AK: aye JE: _____

B. **(posted on GUSD website) School Accountability Report Cards (SARCs)**
(5 min)

Situation: The Board is asked to approve the School Accountability Report Cards for the District’s schools: Gravenstein Elementary, Gravenstein First, Hillcrest Middle School, and Community Day. State law requires that schools that receive state funding prepare and distribute a SARC. The purpose of the report card is to provide parents and the community with important information about each school. The SARC contains a variety of information including a profile that provides background information about the school and its students, the school's mission, goals, and accomplishments, and a variety of state law required information including: demographics, school safety and climate for learning information, academic data, school completion rates, class sizes,

teacher and staff information, curriculum and instruction descriptions, and fiscal and expenditure data. School report cards must be updated annually and published by February 1.

Plan: To present the draft SARC's to the Board, and then, pending approval, posting the information for public viewing by both the district and CDE.

Recommended motion: For the Board to approve the SARC's.

Action taken/comments:

DR - Technically we present 2 SARC's but because of the Day School and Grav 1st we actually create four reports.

JK - questions 6 classes with more than 33 students. Would like this to be checked.

DR - we will get some clarity on that. and needed edits will be brought back to the Board.

Motion to approve the SARC's pending edits to class sizes as needed.

Motion AK Second PL

Vote: GA: aye PL: aye JK: aye AK: aye JE: _____

C. (posted on GUSD website) GUSD Fiscal Year Financial Audit for the 2019-20 School Year (15 min.)

Situation: Preparation, review, and submission of the Financial Audit is the fifth and final step in a five step process of our annual budget process. Local educational agencies (LEAs) are required to file an end of the year financial audit that summarizes the fiscal transactions of the district for the preceding year and reports the financial status of the district at the close of the previous school year. This report, following Board approval, is submitted to the county superintendent for review and then submitted to the state superintendent of public instruction.

Plan: To complete step five of the annual budget process by presenting the GUSD 2019-20 Fiscal Year Financial Audit to the Board, and then, pending approval, providing the report to the required agencies.

Recommended Motion: For the Board to approve the 2019/2020 Fiscal Year Financial Audit.

Action taken/comments

WH - Audit Document included in packet. Page number 8 is important, shows changes in net position from last year. Please look at page 16, it shows your assets and liabilities and total balance sheet expenditures. Summary is on page 83. On page 83 on the first line where it says

yes/no and they are both blank the x that is on the line below actually belongs on the line above. The Yes should be x on the first line. Wanda caught this and brought it to the attention of the auditor and he will be sending an updated page.

The audit findings have been reviewed and addressed by staff.

Motion to approve the 2019/2020 Fiscal Year Financial Audit

Motion _JK_____ Second _GA_____

Vote: GA: __aye__ PL: __aye__ JK: __aye__ AK: __aye__ JE: _____

D. (p.84) 2019-20 Certification of Corrective Action (5 min.)

Situation: Part of the process for final approval of the annual budget is the identification of any items for corrective action as well as the documentation of how the corrective action will be implemented.

Plan: Pending Board certification, to implement the corrective actions.

Recommended Motion: For the Board to certify the 2019/2020 Corrective Actions based on the 2019/2020 Financial Audit.

Action taken/comments

Motion to certify the 2019/2020 Corrective actions based on the 2019/2020 Financial Audit

Motion _GA_____ Second _AK_____

Vote: GA: __aye__ PL: __aye__ JK: __aye__ AK: __aye__ JE: _____

E. (Posted on GUSD website) Collective Bargaining Agreement between the Gravenstein Union Teachers Association (GUTA) and GUSD for 2017-2020 (5 min.)

Situation: Annually, the GUSD and GUTA negotiation teams meet to discuss, update, and edit contract language. The draft submitted here represents the work done by these groups during the 2020-2021 school year which will be the basis of negotiation discussions beginning in the spring of 2021.

Plan: Pending Board and GUTA approval, this document will guide employer-employee relations from this date forward and will serve as a starting point for upcoming negotiations.

Recommended Motion: For the Board to approve the revisions to the 2017-2020 Collective Bargaining Agreement.

Action taken/comments

DR - None of the talk was about teacher pay or benefits, it was about contract language. Contract language edits are outlined in the document. Due to Covid there are still a couple of items we need to work out and discuss.

Both teams are in agreement with what we have at this time.

GUTA - We are in agreement with the document as written.

Motion to approve the revisions to the 2017-2020 Collective Bargaining Agreement with GUTA

Motion _JK_____ Second _AK_____

Vote: GA: __aye__ PL: __aye__ JK: __aye__ AK: __aye__ JE: _____

F. 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

(Discussion is edited down. for additional information please contact the Board)

Nothing in need of attention by the board

GA - I would like to have the Board Members speak at this time regarding Mental Health.

JK - my hope was to bring a board policy on how, we as a district, want to prioritize mental health not only for our students, but also for staff. I requested that we add this to the agenda for the February meeting. Requesting we address the mental health issue district wide. Requesting that this be looked at per grade level as they have different needs. Mental health at this point should be a priority for our district. All these different factors have affected us all and it is important that we provide the kids with tools they need.

AK - I second this idea of dealing with it more holistically and not just targeted.

JK - I request that we also focus on the mental health of our staff as well.

PL - I don't have any specific questions or comments, but I agree that this is an emotional time. I need to look at this board policy a little bit more and look at the state guidance, because I am experiencing it as well.

JE - I am glad this is going to be discussed and there is an importance for the students to have the opportunity to express or hear from others about what is going on in their lives. Thank you for talking about this.

Erin H. - I want to thank JK and AK for bringing this up. I really appreciate that you are looking out for the kids and the staff. I really appreciate that you are looking into having a proactive approach instead of reactive. I know the teachers are really working hard, but the middle school students have no space for talking to each other, they don't even have a homeroom. Agrees that it is so true, that even hearing what others are going through can be helpful.

Beth Dawson what is the curriculum currently as a district? I've noticed some sweet lessons coming home with my 3rd grader and what is the frequency is it 2nd step.

DR - 2nd step is what we have adopted and each teacher is using it as they will. There is some SEL going on everyday. It may not be noticeable to outsiders, but they are using tools to have that Tier 1 action happening.

BD - so what I am hearing is that each teacher has the discretion to use it as they see fit for their class.

DR - Yes because each teacher has different skill sets and is comfortable with different ways to use these tools.

(More discussion about what the teachers are doing and about the training they had over the summer to prepare them for the school year in distance learning.)

Sarah Tendall - wants to echo and truly appreciates that this has been brought up. Do appreciate and see the 2nd step curriculum coming home. Thinks there might be a disconnect between the curriculum and real life scenarios. Wondering if the board or district had discussed any upcoming surveys coming out. Something just asking how things are going would be very well received.

AK - I appreciate this info, it has been very helpful. don't forget the question about a parent survey.

DR - yes we are very aware of the mental stress, we aren't sure that there is anything new they can share. Right now if the board wants to spend time creating a survey, we can do that.

AK - I think what parents are looking for is just a simple how are you doing?" Not spending 40 hours on a survey and the 40 hours to analyze and so forth. Just a simple how are you doing?"

JE - Sarah I really appreciate what you said. What is a stress check?

DR - a teacher could ask at the end of a lesson "how are feeling about the lesson, thumbs up, down or sideways"

JE - I found that primarily as a primary teacher doing class meetings that the students were ready and able to sit in a circle and were ready to listen and or share about their emotions. This was at a different level than the 7th graders, but it allowed them to open up and relieve themselves of feelings that they are having also.

WD - I have been hearing a lot about middle school here. I have worked in middle school for 20 years. You have such a large range of kids. A 6th grader who looks 8 and another that you wouldn't question if he came in to buy a beer. One who lost both parents and never cries and another that cries at the drop of a hat. I use extremes because there is such a massive range. The hours I have spent in the classrooms in the last couple of months have been the best hours I have had. Enrollment is up because kids want to come to school, they want that normalcy. Our grades are good, our attendance is good. I really think we need to be careful by looking at what we do. These middle school kids are a unique breed. This is a whole different animal.

Erin Hanauer - I appreciate what everyone has said, I really like looking at the mental health component with a growth mindset. Just talking about mental health and realizing that this is dragging on, if we could look at bringing the kids on campus just outside with masks on for even a couple of hours, I think that would really help fill peoples buckets.

DR - provides a summary of a list of multiple SEL activities done daily by a group of 4 7th grade teachers:

For example, on a given day, a 7th grader would experience a mix of different activities that are not direct instruction but are specifically designed to increase engagement, connections, and help counteract feelings of isolation.

These activities include:

- three truths and one lie
- breakout rooms
- IXL team challenges
- games such as SKUNK (dice game)
- math stretches introducing complementary and supplementary angles with these as well as other math terms. (Zero slope and undefined slope)
- daily exit question, feedback about how homework is going, how they are feeling about a topic, what good things they are going to do for their health (mental, physical or social).

- Design a "digital locker," a Get to know you" activity. Added information about self to a digital locker. Shared aloud. Fun!
- Weekly "Motivational Monday" google form - topics related to SEL. Students reflect weekly on an SEL topic.
- Occasional "Wellness Wednesday" activity - drawing, meditation/breathing/ stretching. (Monthly)
- Daily "song" during bell ringer activities. Students put a request for a song in, and I play appropriate student requests.
- Daily "quotes" for reflection.
- Happy Birthday class notes. Google form that students write kind notes to other students on their birthday. I send notes to birthday students.
- SEL Padlets (about once a month) Example: Gratitude Padlet, Kind Deeds Padlet, Funny Friday Padlet (jokes/riddles)
- Social Games - "Where in the World Is...in Zoom?"
- Culture/Object Share - We shared our cultural traditions and shared important objects we value over zoom.
- Check Ins (weekly) - Different forms of check ins - google forms, one word check ins - hold up a finger to show how you're doing right now - write your thoughts in chat / private chat etc...
- I also make sure to do any of the school wide wellness activities:
Bring a pet to class, Spirit Weeks, Exercise Day

- "Stress Checks,"
- "What's Filling/Emptying My Bucket,"
- "Thank Someone"

- We do a physical warm up before each class. (Physical and emotional, can assist each other).
- We follow the physical warm up with a few moments of mindfulness - where students repeat a positive affirmation or statement of gratitude to themselves.
- We grapple with a variety of critical thinking and debate topics, with the agreement that our class is a safe space where we can "agree to disagree."
- I promote, model, and encourage working from a "growth mindset" space for learning.

Allie Brown - wants to say thank you so much for this dialog. Will, I felt you spoke from the heart and I really appreciate that. We really are facilitating community meetings in the best way we can. In our morning review that we complete every day, the final question is about how they are feeling. And they are tracking the answers, but it is shared with the teachers only.

AK - Allie I think that is wonderful, could that approach be done in the middle school as well? Is there not a way we could set up a 20 minute time everyday for the middle school where it is an SEL experience every day? I appreciate all that you are doing and I don't want to make things more complicated just throwing this out there as a suggestion.

JE - I just wanted to throw out there that I clearly do not know the teachers at Gravenstein and when I shared what I had with my students it was not meant as a negative to our teachers, just sharing my own personal experiences.

JK - I want to acknowledge Will's comments. I think this means though that we really need to give them the tools they need to help with their emotional well being.

GA - highlights - board policy that JK has circulated. AK would like a one question survey. There was also a request for more parent teacher discussion about what SEL they are currently working on. Response to the question to more in person meetings, some of that is not up to us it comes from the state. Also we still need to have discussions with staff.

EH - thought a few people asked about a homeroom for the middle school.

JK - asked about the 2nd step program in middle school.

DR - 2nd Step is much more geared towards elementary school children. At the middle school level the teachers have different tools.

AK - is not asking to add more to the teachers, just asking for once a week maybe or something, just something that is a regular thing...need to figure out how to word this.

GA - cautions against adding to the teachers plate.

Beth Dawson - wondered if it wasn't brought up that the mental health person could host a drop in where the kids could drop in and discuss a certain topic as set by the host, Sam or Rosie. This wouldn't add to the teachers.

No vote was taken, the issue was discussed will be addressed by Administration at this time.

XI. PUBLIC COMMENT ON ITEMS IN CLOSED SESSION

Adjourn to close session at 7:57pm

XII. ADJOURNMENT TO CLOSED SESSION (15 min.)

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

- 1.0 Student Discipline**
- 2.0 Pending litigation**
- 3.0 Administrator Performance Updates**
- 4.0 Conference with Negotiations team:
GUTA negotiations update**

XIII. RECONVENE TO OPEN SESSION

Returned to open session at 8:07pm

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

Action taken/comments:

No Action taken.

XV. FUTURE BOARD MEETINGS

- A. February 11, 2021 at 5pm**
- B. March 11, 2021 at 5pm**
- C. April 8, 2021 at 5pm**

XVI. ADJOURNMENT

Adjourned at 8:08pm

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, February 11, 2021
TIME: 5:00 PM
LOCATION: Gravenstein Elementary, Multipurpose Room

Gregory Appling, President
Joyce Eichelberger, Trustee
Alexander Kahn, Trustee
Jennifer Koelemeijer, Clerk
Patrick Lei, Trustee

[Zoom Link](#)

I. CALL TO ORDER AT 5:00 PM

Meeting called to order at 5:03 pm with all board members present except Joyce Eichelberger who joined the meeting a few minutes later. JE joined at 5:12pm

II. ADOPTION AND APPROVAL OF THE AGENDA

Approval of the agenda for February 11, 2021 (2 min.)

Action taken/comments:

Motion GA Second PL

Vote: GA: A PL: A JK: A AK: A JE: _____

III. REPORTS, AND ORAL COMMUNICATIONS

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

Keri Pugno (KP) report in packet.

KP - Additionally, wants to reiterate how helpful the new Wednesday schedule has been for Teachers and Staff. And wants to share positive feedback from Enrichments Teachers and increased attendance to Enrichment classes due to the new Wednesday schedule.

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

Will Deeths (WD) report in packet
Dave Rose (DR) - asked about potential visual arts coming up

WD - Yes we have a group of students who are coming together to do a performance. Mr. Pulley is also looking into some sort of software to try and get something that will work for a virtual band concert in spring.

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

Aimee Otterson (AO) - Have a date set up for next week to have our GUTA negotiators to meet with Admin.

D. District Site Council (0 min.)

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

Dave Rose (DR) - Sarah Tendall (ST) asked me to share the Read-Athon coming up and the Spring Book Faire. See report for other highlights

Jennifer Koelemeijer (JK) - asks if GPAs financial guru is able to prepare multi year projections to better understand potential impacts to GUSD budgeting.

1. Financials for November and December 2020

2. Minutes for December 15, 2020

3. Agenda for January 19, 2021

F. Trustee Reports (5 min.)

No reports

GA - The board will be doing its yearly retreat on Feb 20th to set District and Supt goals.

G. Racial Justice Committee (5min.)

WD - We decided we do need to move forward with hiring a consultant. I have had a meeting with one and will be meeting with another in a week. Hoping to bring a final decision to the Board in March for approval. We realized that there are other schools that have already done a lot of the work and that there is no reason to reinvent the wheel.

H. Master Plan Committee (5 min.)

DR report should be tabled until later in the meeting.

I. (p.23) Facilities Report (5 min.)

DR - B Sposato, KP, and WD are working with a COVID inspection team at each site, which includes teachers and staff, to see if there is anything we need to improve.

J. (p.24) CBO Report (5 min.)

Wanda Holden (WH) - Discussed the report that is in the Board Packet.

Regarding the modernization funding there is no change, we are still expecting the funds to come in at 2.7 million.

The 2nd interim reports will be in the March meeting.

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

Cheryl DeMarta recently lost her husband. Many of you know Cheryl from her many years of working at Gravenstein. Our thoughts and prayers go out to the family.

Mr. Sotiras also had a loss in the family, and so will not be with us tonight. So his presentation will be moved to next month. He has been working on his project and it will be included in the class curriculum.

1. **Questions from the January Board Meeting**
2. **(p.25) Positive Certification of First Interim Report**
3. **(p.27) \$5,000 COVID Technology Support Fund Grant**
4. **Tobacco Use Prevention Program Update - George Sotiras**
5. **Review of Emergency Powers**

DR - I had to commit to services to the contract for our Speech Therapist Provider or we would have had a break in service.

GA - asks about the amount for the Speech services.

DR - the amount does vary based on the students, but the cost ranges between \$8000 and \$11000 a month.

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.

Peter Kostas - Trustee for SCOE. I hope you had a chance to be a part of the recognition program for Trustees. Dr. Harrington spoke and we want to acknowledge all the work the Trustees have been doing all over the county. Really appreciate everything that the trustees, teachers and staff are doing for our students.

V. CONSENT AGENDA (2 min.)

ACTION ITEM

- A. **(p.28) Warrants**
- B. **(p.33) Payroll**
- C. **(p.34) Minutes from the Regular Board Meeting of January 14, 2021**
- D. **(p.53) Year 3 of 3-Year Contract with Stephen Roatch Accountancy Corporation**

- E. (p.63, redacted) Individual Services Agreement with JUVVO Autism and Behavioral Health Services
- F. (p.67) Application for Notice of Exemption from California Environmental Quality Act (CEQA) Inspection for Hillcrest Heat Mitigation Project
- G. (p.68) Extension of PresenceLearning Contract through June 30, 2021

Action taken/comments:

GA - asks to pull minutes from Agenda
 AK motions to approve with minutes removed

Motion AK Second PL

Vote: GA: A PL: A JK: A AK: A JE:

VI. GENERAL ACTION ITEMS
A. (p. 70) School Safety Plan (5 min)

Situation: By March 1st of each school year, California *Education Code* Section 32286 requires each school site to review and update its school safety plan, which must be developed and written by a School Site Council (SSC) or its designated Safety Planning Committee in collaboration with teachers, classified staff, parents, and first responders to ensure they are up-to-date and complete. The plans must have policies and procedures addressing critical issues including: disaster preparedness; crisis response; mental and physical health; earthquake emergencies; school learning environment; discipline, suspension, and/or expulsion; hate crime reporting; child abuse reporting; release of a pesticide or toxic substance; and more.

Plan: Site administrators have taken the plan from last year, discussed with staff and conducted drills, and has discussed the updated plan with Site Council and gained their approval.

Recommended motion: For the Board to approve the School Safety plans for Gravenstein Elementary and Hillcrest Middle.

Action taken/comments:

DR - The school council did a lot of work before the school closure, however we do have some updates and so we need to present them to the board before March. The draft that has been included in the board packet speaks to the tier 1 and tier 2 interventions. Also need to add some of the work with the Racial Justice Committee.

GA moves to approve school safety plan for Hillcrest and Gravenstein

Motion GA Second PL

Vote: GA: A PL: A JK: A AK: A JE:

B. (p.105) 2021-2022 School Year Calendar (15 min)

Situation: After consultation with administration and GUTA leadership, a draft of a calendar for the 2021-2022 school year is ready for Board consideration. Submitted along with the draft are a list of basic assumptions that were taken into account during the process.

Plan: Creation of a calendar that is very similar to the calendar proposed for the West County Unified School District that also includes Emergency Days as recommended by the California Department of Education and the Sonoma County Office of Education.

Recommended motion: For the Board to approve the submitted draft of the 2021-2022 school year calendar.

Action taken/comments:

DR - GUTA has recommended that we include all religious holidays on the District Calendar. We have added November 1st as one of the Emergency days in consideration of Halloween activities.

Motion PL Second AK

Vote: GA: A PL: A JK: A AK: A JE:

C. (p.107) Consolidated Application for Funding Categorical Aid Programs, 2021 Winter Submission (2 min.)

Situation: The Consolidated Application (ConApp) is used by the California Department of Education (CDE) to distribute categorical funds from various federal programs (Title I, II, III, and IV). Annually, each local educational agency (LEA), using the Consolidated Application and Reporting System (CARS), submits the spring release of the ConApp that confirms our application for funds and provides assurances that we will comply with the legal requirements of each program.

Plan: For the Board to approve our application for federal program funds and to provide the assurance that we will comply with the legal requirements.

Recommended motion: For the Board to approve the ConApp.

Action taken/comments

Motion GA Second JK

Vote: GA: A PL: A JK: A AK: A JE:

D. Resolution Adopting Procedures and Guidelines for Selection of Lease-Leaseback Contractor and Approving Prequalification Questionnaire Packet and Request for Proposals for the Hillcrest Heat Mitigation Project, Resolution #210211-01(p.108, see GUSD Website for Exhibits) (15 min.)

Situation: As school districts in California consider construction or building projects, one procurement method, which potentially provides savings in time and cost to the District is the use of a Lease-Leaseback (LLB) agreement pursuant to Education Code 17400 et. seq. This financing process, which requires a competitive “best value” procurement of a general contractor pursuant to law, allows the district to work with a qualified construction firm through the preconstruction/pre-DSA approval phase and then allows the district to lease property or a building to the qualified construction firm during the time frame of construction with the understanding that the construction firm will lease the property back to the district after the project is complete for an interest-bearing period of time.

Plan: Pending Board approval of the resolution, the district will solicit bids for the Hillcrest Heat Mitigation Project under an LLB agreement.

Recommended Motion: For the Board to approve Resolution #210211-01.

Action taken/comments

DR - The lease leaseback agreement allows the ability to work more quickly with a contractor. We essentially lease the property to a contractor during the project. This allows us to save time and money.

WH - In my brief experience at Gravenstein, using the lease leaseback was very beneficial. Counterpoint and Legal are working to make sure the District’s interests are being upheld.

GA - this does not lock us into a cost. This allows us to move forward with the process and set the timeline to get work done this Summer. Everything will come back to the board before decisions are made.

Motion GA Second PL

Vote: GA: A PL: A JK: A AK: A JE:

E. GUSD Actions to Support Distance Learning and Other Related Essential Services (15 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

DR - Shares the responses for the recent Distance Learning Check In Survey. Will be reaching out to the students and parents who are struggling.

DR - Presentation on Returning to In-Person Instruction and Vaccination Update.

DR - Vaccinations Update.

Various questions answered regarding presentations. No action

Motion _____ Second _____

Vote: GA: _____ PL: _____ JK: _____ AK: _____ JE: _____

F. (p.114) Resolution to extend the Declared Instructional Method for 2020-2021 School Year, Resolution #210211-02 (5 min)

Situation: Sonoma County is currently in the “purple tier (widespread)” according to the state’s *Blueprint for a Safer Economy* due to COVID-19 case and positivity rates. Additionally, on July 17, 2020, Governor Gavin Newsom declared that full time in-person instruction would not be allowed in California schools until further notice.

Plan: To continue with a distance learning program as the primary instructional strategy through March 19, 2021 pursuant to the resolution language.

Recommended motion: For the Board to approve Resolution #210211-02.

Action taken/comments:

GA wants to draw attention to the last line of Resolution #210211-02, the board “will pursue any available waivers or options to offer in-person instruction to the greatest extent possible should a change in restrictions occur prior to March 19, 2021.”

Motion _____ JK _____ Second _____ PL _____

Vote: GA: A PL: A JK: A AK: A JE: _____

VII. PUBLIC COMMENT ON ITEMS IN CLOSED SESSION

No Public Comment

GA moves to adjourn to close session at 6:55pm

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 7:10pm

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

Action taken/comments: No action taken

Motion _____ Second _____

Vote: GA: _____ PL: _____ JK: _____ AK: _____ JE: _____

XI. FUTURE BOARD MEETINGS

- A. March 11, 2021 at 5pm**
- B. April 8, 2021 at 5pm**
- C. May 13, 2021 at 5pm**

XII. ADJOURNMENT

Adjourned at 7:12pm

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 UNION SCHOOL DISTRICT
3840 TWIG AVENUE
SEBASTOPOL, CA 95472

Board of Education
Special Meeting Minutes - [Zoom Link](#)

DATE: Saturday, February 20, 2021
TIME: 10:00 AM
LOCATION: Gravenstein Elementary, Multipurpose Room

I. CALL TO ORDER

Gregory Appling, President
Joyce Eichelberger, Trustee
Alexander Kahn, Trustee
Jennifer Koelemeijer, Clerk
Patrick Lei, Trustee

Called to order at 10:00am all Board members present. District experienced issues with power as several members lost power during the meeting.

II. ADOPTION OF THE AGENDA

Approval of the agenda for February 20, 2021 (2 min.)

Action taken/comments:

Motion _____ Second _____

Vote: GA: _____ PL: _____ JK: _____ AK: _____ JE: _____

III. PUBLIC COMMENTS

At this time the public may address the Board on any item not listed on the agenda. Presentations are limited to three minutes per person per topic. The Board may not respond to presentations. The public may address the Board on any item listed on the agenda at the time the matter is taken up by the Board.

IV. SPECIAL STUDY SESSION

A. Board Retreat

The Board and Superintendent will meet to discuss annual goals and committee assignments for the 2019-2020 school year.

GA provided to the Board the goals from 2018-2029 as a basis for discussion. During the meeting DR provided the Goals he had developed in November 2020 at the direction of former President Steve Swartz.

After reviewing the minutes from the December 2019 Board retreat, it was concluded that SDS had requested and the Board had agreed to the following:

- For the 2019-2020 school year, the Board would use the 2018-2019 goals.
- Going forward the Board would develop the Vision and the Mission and direct the Superintendent to develop Superintendent/District goals

- The Board would review the goals at the retreat and vote on their acceptance at the next Board meeting.

Due to the need for the goals to be included in the Superintendent review process the Board agreed to hold the 2021-2022 school year retreat in Late August.

Due to needing additional time, the Board agreed to hold a second retreat on March 2, 2021 at 6pm. The focus of that meeting would be to make edits of the goals so they can be included in the March Board meeting agenda.

JK raised concerns regarding this new format as it removes the goal setting from the purview of the Board and on to the Superintendent. JK also raised the concern that this new format may not be compatible with the existing Superintendent evaluation documents. The Board agreed to continue to discuss these items at the next meeting.

No voting action was taken.

Meeting was adjourned at 11:57am.

VI. FUTURE BOARD MEETINGS

- March 11, 2021 at 5pm**
- April 8, 2021 at 5pm**
- May 13, 2021 at 5pm**

VII. 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 UNION SCHOOL DISTRICT

3840 TWIG AVENUE
SEBASTOPOL, CA 95472

**Board of Education
Special Meeting Minutes**

DATE: Tuesday, March 2, 2021
TIME: 6:00 PM
LOCATION: [Zoom Link](#)

I. CALL TO ORDER at 6:03pm

**Gregory Appling, President
Joyce Eichelberger, Trustee
Alexander Kahn, Trustee
Jennifer Koelemeijer, Clerk
Patrick Lei, Trustee**

Meeting called to order at 6:03 pm with all board members present except Joyce Eichelberger.

II. ADOPTION OF THE AGENDA

Approval of the agenda for March 2, 2021 (2 min.)

Action taken/comments: No changes, no vote

Motion _____ Second _____

Vote: GA: _____ PL: _____ JK: _____ AK: _____ JE: _____

III. PUBLIC COMMENTS

At this time the public may address the Board on any item not listed on the agenda. Presentations are limited to three minutes per person per topic. The Board may not respond to presentations. The public may address the Board on any item listed on the agenda at the time the matter is taken up by the Board.

Statement by parent that setting up outdoor learning environments for students would be beneficial.

Concern shared by parent about mandatory COVID testing for her 6 year old student.

IV. SPECIAL STUDY SESSION

A. GUSD Actions to Support Distance Learning and Other Related Essential Services (15 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: None

Motion _____ Second _____

Vote: GA: _____ PL: _____ JK: _____ AK: _____ JE: _____

B. Board Retreat

The Board and Superintendent will meet to discuss annual goals and committee assignments for the 2020-2021 school year.

GA - Committee Assignment discussion will be tabled to a later date.

Discussion about District Vision, Mission Statements and Goals. Final draft to be presented for vote in regular March Board meeting.

V. PUBLIC COMMENT ON ITEMS IN CLOSED SESSION

No Public Comment

GA moves to adjourn to close session at 6:45pm

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: No action taken, nothing to report

Motion _____ Second _____

Vote: GA: _____ PL: _____ JK: _____ AK: _____ JE: _____

VI. FUTURE BOARD MEETINGS

- A. March 11, 2021 at 5pm**
- B. April 8, 2021 at 5pm**
- C. May 13, 2021 at 5pm**

VII. ADJOURNMENT of Meeting at 7:03

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 Union School District

Draft Board Policy

Mental Health

BP 5141.5

Students

The Governing Board recognizes that students' emotional well-being and mental health contribute to their ability to perform to their full academic and personal potential. The Superintendent or designee shall develop strategies and services to build students' resiliency skills, help students cope with life challenges, and reduce the stigma associated with mental illness.

The Superintendent or designee shall consult and collaborate with school-employed mental health professionals, the county mental health department, psychologists and other health professionals, social workers, and/or community organizations to strengthen local mental health services and develop and implement an integrated plan to support student mental health.

(cf. 1220 - Citizen Advisory Committees)

(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)

To the extent possible, the district shall focus on preventive strategies which increase students' connectedness to school, create a support network of peers and trusted adults, and provide techniques for conflict resolution. The district shall investigate and resolve any complaint of bullying, intimidation, harassment, or discrimination in accordance with law and district policy.

(cf. 0410 - Nondiscrimination in District Programs and Activities)

(cf. 1312.3 - Uniform Complaint Procedures)

(cf. 5131.2 - Bullying)

(cf. 5137 - Positive School Climate)

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

The district shall provide instruction to students that promotes their healthy mental, emotional, and social development. Health education courses shall be aligned with the state content standards and curriculum framework and shall include, but not be limited to, instruction related to identifying signs of depression and self-destructive behaviors, developing coping skills, and identifying resources that may provide assistance.

(cf. 6142.8 - Comprehensive Health Education)

The Superintendent or designee shall provide school staff with information and training to recognize the early signs of an emerging mental health condition, identify risk factors and warning signs of suicidal intent, respond to students who have been impacted by traumatic stress, and link students with effective services and supports. Such information may also be provided to parents/guardians and families.

(cf. 1312.1 - Complaints Concerning District Employees)

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

(cf. 5141.52 - Suicide Prevention)

The Superintendent or designee shall develop a protocol for identifying and assessing students who may be suffering from an anxiety disorder, depression, eating disorder, or other severe or disabling mental illness. The Superintendent or designee may establish districtwide or school-site crisis intervention team(s) to respond to mental health concerns in the school setting.

A school counselor, school psychologist, or school social worker may provide mental health counseling to students in accordance with the specialization(s) authorized on the individual's credential. As needed, students and their parents/guardians may be provided referrals to mental health services in the community and/or to mental health services at or near district schools.

(cf. 5141.6 - School Health Services)

(cf. 6164.2 - Guidance/Counseling Services)

If a student has an emotional or mental illness that limits a major life activity, has a record of such impairment, or is regarded as having such impairment, or may need special education and related services, the student shall be referred for an evaluation for purposes of determining whether any educational or related services are required in accordance with Section 504 of the Rehabilitation Act or the federal Individuals with Disabilities Education Act, as applicable. (Education Code 56301-56302; 29 USC 794; 28 CFR 35.108)

(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)

(cf. 6164.6 - Identification and Education Under Section 504)

The Superintendent or designee shall explore potential funding sources for district programs and services that support student's mental health. In accordance with local plans and priorities, the district may apply to the county for grants for prevention and early intervention activities that are designed to prevent mental illness from becoming severe and disabling and to improve timely access for underserved populations.

Legal Reference:

EDUCATION CODE

215-216 Student suicide prevention

234.6 Posting suicide prevention policy on web site

32280-32289.5 Comprehensive safety plan

49060-49079 Student records

49600 Responsibilities of school counselors

49602 Confidentiality of student information

49604 Suicide prevention training for school counselors

56171 Duty to identify and assess children in private schools who need special education services

56300-56385 Identification, referral, and assessment for special education

WELFARE AND INSTITUTIONS CODE

5698 Emotionally disturbed youth; legislative intent

5840-5840.8 Prevention and early intervention programs

5850-5886 Children's Mental Health Services Act

UNITED STATES CODE, TITLE 20

1400-1482 Individuals with Disabilities Education Act

UNITED STATES CODE, TITLE 29

794 Rehabilitation Act of 1973, Section 504

CODE OF FEDERAL REGULATIONS, TITLE 28

35.101-35.190 Nondiscrimination on the basis of disability

CODE OF FEDERAL REGULATIONS, TITLE 34

34 CFR 300.1-300.818 Individuals with Disabilities Education Act

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Health Education Content Standards for California Public Schools, Kindergarten Through Grade Twelve, 2008

Health Framework for California Public Schools, Kindergarten Through Grade Twelve, 2019

CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS

School Connectedness: Strategies for Increasing Protective Factors Among Youth, 2009

NATIONAL CHILD TRAUMATIC STRESS NETWORK PUBLICATIONS

Child Trauma Toolkit for Educators, 2008

WEB SITES

American Association of Suicidology: <http://www.suicidology.org>

American Foundation for Suicide Prevention: <http://afsp.org>

American Psychological Association: <http://www.apa.org>

American School Counselor Association: <http://www.schoolcounselor.org>

California Department of Education, Mental Health: <http://www.cde.ca.gov/ls/cg/mh>

California Department of Health Care Services, Mental Health Services: <http://www.dhcs.ca.gov/services/MH>

Centers for Disease Control and Prevention, Mental Health: <http://www.cdc.gov/mentalhealth>

National Association of School Psychologists: <http://www.nasponline.org>

National Child Traumatic Stress Network: <http://www.nctsn.org>

National Council for Behavioral Health, Mental Health First Aid: <http://www.mentalhealthfirstaid.org>

National Institute for Mental Health: <http://www.nimh.nih.gov>

Suicide Prevention Lifeline: <http://suicidepreventionlifeline.org>

Suicide Prevention Resource Center: <http://www.sprc.org/about-suicide>

U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services Administration:
<http://www.samhsa.gov>

Draft

<u>Meeting Date</u>	<u>Focus Areas</u>	<u>Governance Category</u>
January 14	1. Williams Report for Previous Quarter	Student Learning and Achievement, Facilities
	2. Set Deadlines for Charter School Admissions and Lotteries	Policy
	3. Acceptance of Financial Audit for Previous Year (by 1/31)	Finance
	4. Enrollment and Staffing Projections for Upcoming Year	Finance
	5. GUTA or GUSD Sunshines Contract Proposal for Upcoming Year	Human Resources, Finance
February 11	1. Review and Approve School Accountability Report Cards	Student Learning and Achievement
	2. Review and Approve District Safety Plan for Upcoming Year	Policy
	3. Update Educator Effectiveness Plans for Current Year	Human Resources
March 11	1. Employment Lay-off/Non-reelect Notices (if necessary-by 3/15)	Human Resources, Finance
	2. Contracts for Psychologist, Nurse, Speech Therapist etc. for Upcoming Year	Human Resources, Finance
	3. Review/Approve 2nd Interim Budget Report for Current Year (by 3/17)	Finance
	4. Approve Consolidated Application for Upcoming Year	Finance, Student Learning and Achievement
	5. Approve Single Plan for Student Achievement (SPSA)	Student Learning and Achievement, Direction
	6. Update Enrollment and Staffing Projections for Upcoming Year	Human Resources
	7. 5 Year Deferred Maintenance Plan (if applicable)	Facilities
	8. GPA MOU Update for Upcoming Year	Community Relations
	9. Approve District Calendar for Upcoming Year	Policy
April 13	1. Williams Report for Previous Quarter	Student Learning and Achievement, Facilities

	2. Approve Auditor Contract for Upcoming Year(s)	Finance
	3. End of the Year Events Calendar	Community Relations
May 11	1. Final Lay-off Notices to Certificated Staff (if necessary—by 5/15)	Human Resources, Finance
	2. Update Enrollment and Staffing Projections for Upcoming Year	Human Resources, Finance
	3. Review Summer Maintenance Plans (Paving, painting, etc.)	Facilities
June 8	1. Public Hearing of LCAP/Budget for Upcoming Year (by 6/30—requires two separate meetings)	Community Relations, Finance, Student Learning and Achievement, Direction
	2. Adopt Education Protection Account (EPA) Resolution	Finance
	3. Resolution for Ongoing Major Maintenance	Facilities
	4. Approve Single Plan for Student Achievement	Student Learning and Achievement, Direction
June 15	1. Adoption of LCAP/Budget for Upcoming Year	Community Relations, Finance, Student Learning and Achievement, Direction
July 13	1. Williams Report for Previous Quarter	Student Learning and Achievement, Facilities
	2. Attendance Projections for Current Year	Finance
	3. Approve Spring Consolidated Application	Finance, Student Learning and Achievement
	4. Review and Approve Parent Handbook for Current Year	Community Relations
	5. Review Goals & Accomplishments for Previous Year	Student Learning and Achievement, Direction
	6. Begin Superintendent Evaluation for Previous Year	Human Resources
	7. Update Mandatory Board Policies	Policy
	8. Summer School Update (if applicable)	Student Learning and Achievement
August 10	1. Begin Development of Goals and Objectives for Current Year	Student Learning and Achievement, Direction
	2. Complete Superintendent Evaluation for Previous Year	Human Resources

September 14	1. Review and Approve Unaudited Actuals for Prior Year (by 9/15)	Finance
	2. Adopt Gann Limit (by 9/30)	Finance
	3. Budget Update	Finance
	4. Report on School Opening and Attendance	Community Relations, Finance
	5. Approve Site Plan if appropriate	Student Learning and Achievement
	6. State Testing Report	Student Learning and Achievement
	7. Complete Goals & Objectives for Current Year (if necessary)	Student Learning and Achievement, Direction
October 12	1. Williams Report for Previous Quarter	Student Learning and Achievement, Facilities
	2. Budget Update	Finance
	3. Public Hearing/Approve Resolution on Sufficiency of Instructional Materials	Student Learning and Achievement
	4. Certification of Compliance with Standards-Aligned Instructional Materials	Student Learning and Achievement
	5. Continue to review Board Policy	Policy
November 9	1. Approve Resolution on Accounting of Developer Fees	Finance
	2. Continue to Review Board Policies	Policy
	3. Establish Organizational Meeting	Governance
December 14	1. Board Reorganization	Governance
	2. Review and Approve 1st Interim Budget Report (by 12/15)	Finance
	3. Discuss Kindergarten Registration and Promotional Events	Community Relations
	4. GUTA or GUSD Sunshines Contract Proposal for Upcoming Year*	Human Resources, Finance

*Proposed dates in **bold**

Gravenstein Union School District
Vision and Mission Statements, - Board and Superintendent Goals
2020 - 2021

DRAFT

The Vision and Mission statements contained below were drafted by the Board and Superintendent in December of 2019, and revised in March of 2021. The goal statements and activities were added in March of 2021 and will guide the work that is underway to draft and submit our Local Control Accountability Plan (LCAP), which becomes our work and resource allocation plan for the next three years.

Vision Statement:

By providing a rigorous and engaging education, GUSD will prepare all students academically and socially-emotionally for excellence in secondary education and beyond.

Mission Statements:

1) GUSD will provide a rigorous and innovative educational experience that gives every student all the tools necessary for annual academic and social emotional growth.

Superintendent Goals:

1) **Develop and institute a system for monitoring ongoing student progress**

Action Items:

a) Update all grade-level and subject area curriculum brochures ensuring alignment with Common Core Standards (including NGSS) and current practice by July 1, 2021

- b) Create and implement a system for monthly student progress reports to be included in Principal Board Reports monthly commencing with the October, 2021 Board Meeting
- c) Develop and implement a process for using the monthly student progress monitoring system to identify students in need of additional support or interventions by first day of the 2021/2022 school year

2) **Develop and implement a Multi Tiered System of Supports (MTSS) and support the social emotional growth of students in a positive, healthy environment.**

Action Items:

- a) Develop a document that explains the MTSS that includes current GUSD prevention/intervention strategies and contains a flow chart for implementing interventions by January 31, 2021
- b) Facilitate at least two annual training sessions for all staff during the school year focusing on social/emotional learning and trauma-informed education by September 15 of each school year
- c) Assign responsibility and formalize protocols for prevention and intervention strategies (Truancy Team, SchoolWise Parent Portal, Handbook, Website, MH Team, etc.) by January 31, 2021

3) **Support instructional rigor and innovation by providing guidance, support and removing obstacles and barriers for all staff (class sizes)**

Action Items:

- a) Annually maintain student:teacher ratios to support relationship building and increase individualized support
- b) Maintain awareness of and access for staff to latest "best practice" educational techniques and developments
- c) As part of the annual LCAP process, plan the use of districts funds so that expenditures prioritize direct support for students, classroom activity, and parent engagement

2) The educational experience for all GUSD students will be based on a solid foundation of expert core instruction and will be enhanced by a variety of enrichment experiences.

1) Recruit, hire, train, and retain top level staff

Action Items:

- a) Utilize high exposure and previously successful methods of recruitment including the use of partner agencies and network contacts
- b) Ensure protocols and procedures are in place to: enhance timely and productive communication with candidates, conduct an efficient interview process, provide a supportive and impactful orientation, afford opportunities for ongoing training, and build relationships and a sense of community
- c) Develop a document that summarizes recruitment, hiring, and training protocols for GUSD by March 1, 2021

2) Foster a community of learners by providing professional development opportunities and ensuring that all staff are regularly evaluated.

Action Items:

- a) Develop position descriptions for every GUSD position (using existing drafts where applicable) by June 30, 2021
- b) Develop a consistent set of evaluation tools for every GUSD position category (using existing drafts where applicable) by June 30, 2021
- c) Ensure that each evaluation process contains an measurable annual growth section that is developed jointly by the employee being evaluated and the supervisor conducting the evaluation by June 30, 2021

3) Facilitate the development of enrichment experiences that connect to Common Core Standards and fulfill parent preferences

Action Items:

- a) Update and monitor components of the annual agreement with GPA to ensure that GPA-funded activities continue by September 1 annually
- b) Support GUSD certificated Enrichment Teachers and classroom teachers to ensure GUSD enrichment classes, field trips, STEAM offerings and other enrichment activities are funded and are accessible to all students
- c) Compose and execute a parent survey to identify parent preferences of the components of our enrichments by February 15, 2021

3) The GUSD Board and leadership will work together with the community to provide outstanding staff; attractive, safe schools; and to maintain a position of fiscal strength.

1) Facilitate planning processes that provide a forum for engagement for staff, parents, the Board, and other community members.

Action Items:

- a) Annually, the process for drafting and adopting the LCAP will include open public forums as well as specific focus groups such as staff and parents of EL, RSP, and Title I parents
- b) Annually, specific focus committee meetings will be convened regularly to address mandates, LCAP, and other program areas (Site Council, Climate, Racial Equity, Master Plan/Facilities, Reserve/Strategic Planning, Traffic, Wellness, Tech Master Plan, Governance, and other areas as needed)
- c) Lead the process for the development of a draft Facilities Master Plan for Board consideration by June 1, 2021

2) Review and update existing school site safety plans, handbooks, and Board Policies focusing on the inclusion of the most current, best practices prevention and intervention strategies.

Action Items:

- a) School Safety Plans will be approved by the Board by March 1 of each school year and will include IIPP, crisis response, truancy prevention and annual staff training plans
- b) Parent and Student Handbooks will be presented to the Board prior to July 1 for distribution during the next school year
- c) Complete the process for transitioning GUSD Board Policies to the GAMUT system by August 1, 2021

4) The GUSD Board and leadership will work together with the community and Administration to maintain a position of fiscal strength.

- 1) Ensure that LCFF (based on ADA), Supplemental Funding (based on unduplicated student count), and other revenue and resource opportunities are maximized for GUSD

Action Items:

- a) Convene a Marketing Committee to review and update existing website, social media and other platforms and present a marketing plan to the Board by July 1, 2021
- b) Use the annual budgeting process in conjunction with the LCAP to strategically plan asset allocation (including multi-year projections, current legislation, enrollment and attendance projections) and trends
- c) Pursue partnerships, membership, and relationships that provide opportunities for guidance, shared resources, and access to alternative funding sources