

Board of Education

Regular Meeting Minutes

Zoom Link

DATE: Tuesday, December 14, 2021
TIME: 5:00 PM
LOCATION: Gravenstein Elementary, Multipurpose Room

Gregory Appling, President
Alexander Kahn, Trustee
Jennifer Koelemeijer, Clerk
Patrick Lei, Trustee
Jeri McNeill, Trustee

I. CALL TO ORDER AT 5:00 PM

Meeting called to order at 5:03pm, in attendance Gregory Appling, Patrick Lei, and Jeri McNeill. Jennifer Koelemeijer was unable to attend. Alexander Kahn arrived at 5:16 pm.

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

Action taken/comments:

No changes to the agenda at this time.

Motion _____ Second _____

Vote: GA: _____ PL: _____ JK: _____ AK: _____ JM: _____

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

Report included in the Board packet

Just starting tours for next year. Will be accepting student applications in January.

Two of our Kindergarten teachers, Kory Van Dyke and Sally Redfern, received grants from the Sebastopol Rotary for Classroom Voice Amplifiers.

KP - We have a need for additional TK Classrooms. We can not place a new TK classroom into a modular classroom. It must be in a room with a foundation. Also all TK and Kinder classrooms need to have certain elements that other classrooms do not, like bathrooms.

Our 5th grade teacher Christine Urmini has requested a leave until the end of the year.

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

Report included in the Board Packet

New trimester enrichments have started. We have added a couple of new classes. (Criminal Investigation, Debate and Graphic Novel)

Held the 1st trimester awards ceremony. That same day we celebrated our athletics.

The Winter Band Concert has been postponed until this Thursday in the Hillcrest Hall.

Two of our 7th grade teachers Jackie Jex-Lewis and Colleen Clements received grants from the Sebastopol Rotary for digital stylus pens and whiteboards.

Our canned food drive collected 445 individual food items. We are so proud of our students.

Shout out to HMS teachers and staff and all the work they have done. All the time, effort and care they have shown to the HMS families.

C. (p. 4) Gravenstein Union Teachers' Association (5 min.)

Linda Helton (LH) - The GUTA report is in the Board packet. I want to report that teachers are really looking forward to Winter Break.

I am looking forward to reconvening for negotiations after the break.

D. (p. 5) District Site Council (3 min.)

- 1. Minutes from October 27, 2021**
- 2. Agenda from November 16, 2021**

Site Council is now working on a draft of the district safety plan.

E. (p. 9) Gravenstein Parent Association, GPA (5 min.)

- 1. Minutes from October 21, 2021**
- 2. Agenda from November 18, 2021**
- 3. 2020/2021 GPA Profit/Loss Statement**

Erin Hillmer - GPA has been hard at work collecting donations and running the Jog-A-Thon. We are in the process of finalizing our budget. We should have it completed by the end of this week. We currently have a deficit of around \$66,000. We have reserves to cover this deficit.

DR - Thank you for the reports and for your continued support. We really appreciate it.

GA - Thank you for bringing to the board's attention that you are running a deficit and please let us know if there is anything we need to be doing or to be concerned about.

F. Trustee Reports (10 min.)

Jeri - Attended the Racial Justice Committee meetings last month and this month. They will be happening the Monday before the GUSD Board meetings. Will be volunteering to help Mr. Collins to help bring students to the Robotics Challenge. Will be attending a School Budgeting training.

Gregory - currently on the negotiating team. We have had multiple meetings and will continue with the meetings after Winter Break.

Patrick and Alex had nothing to report

G. (p. 15) Racial Justice Committee (5min.)

We had a meeting last night in the band room in person. We offered childcare and some pizza, water and cookies. With the weather we had last evening, I wasn't sure what to expect, but we had 15 attendees. Deeths and Johnson led the meeting. After talking about how the committee started they were able to open the floor to the parents and their ideas/experiences. We will continue to have a meeting through Zoom and then in person and continue with that pattern. It was a really good night. I want to thank JMcNeill for her support in being there last night.

H. (p. 16) Facilities Report (5 min.)

Report included in the packet.

The Administration modular plans have been submitted to the DSA. Hopefully we will be able to get bids in February. Once we get the contractor on board, we are expecting it to be a 60 day project.

From the Green committee, thank you to Alexis Grimm and Amber Rose for their work. We have increased our recycling and composting. Thank you to Allison Rich for spearheading this at HMS.

QKA will provide a presentation regarding the Master Plan later in the meeting..

- I. Master Plan Committee (5 min.)**
 - 1. Facilities Assessment (available on GUSD website)**
 - 2. Master Plan Update**

QKA Rep will be giving a report

J. CBO Report (5 min.)

Will defer my report to later in the meeting.

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

- 1. Questions from the November Board Meeting**
- 2. (p. 17) Elementary and Secondary Schools Emergency Relief III (ESSER III) Plan Approval**
- 3. Additional Mental Health Counseling**
- 4. (p. 18) U.S. News and World Report Rankings**

DR - We will be getting an extra Mental Health Counselor from SCOE that will help out on Wednesdays.

DR - Showed report from U.S. News ranking both schools in the top 30 % of schools in California.

GA - would like the Racial Justice Committee presentation and facilities report on website in Monday Messages along with US News and World report Rankings

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.

Alexis Grimm - Props goes out to Allison Rich for starting the Green committee. I love Grav and feel fortunate to be a part of it. Everytime we don't get an increase in pay my pay goes down because our medical benefits increase. District was really generous last time, but it just isn't enough to cover the medical benefit increases.

Allison Rich - I absolutely love my job, but it is hard when the financial part gets in the way. When health care increases I will lose approx \$350 per paycheck. My annual salary will decrease from 2021 to 2022 with the increase in medical expenses. When sitting at the table with the negotiating team, please know there are faces behind the need for an increase in medical contribution from the district.

GA - I want you to know, it is not that the board is not hearing what is said, it is just that we are not allowed to have discussion about items in public comment and ongoing negotiations at this time.

V. CONSENT AGENDA (2 min.)

ACTION ITEM

- A. (p. 29) Warrants**
- B. (p. 36) Payroll**
- C. (p. 37) Minutes from the Regular Board Meeting of November 9, 2021 and the Special Board Meeting of October 5, 2021**

Action taken/comments:

Wishes to pull Oct 5, 2021 meeting minutes because it is missing some wording.

Motion to approve the Consent Agenda with the removal of 10/5/21 minutes

Motion ___JM___ Second ___AK___

Vote: GA: ___A___ PL: ___A___ JK: ___ ___ AK: ___A___ JM: ___A___

VI. DISCUSSION ITEM

A. (p. 49 and document posted on GUSD website) GUSD Master Plan (30 min.)

Situation: Staff from Quattrocchi Kwok Architects (QKA) will present the current draft of the GUSD Master Plan. The presentation will provide information collected during the facilities assessment, committee meetings, and community input phases of the planning process.

Plan: For the Board to discuss the current draft and provide direction to QKA and staff regarding any needed edits. A revised version will be presented to the Board for consideration on January 11th, 2022.

DR - introduces Eddie from QKA

Eddie - goes through the presentation, included in the board packet.

Questions:

GA - looking at the amount of money, I know people are wondering why we are looking at this. Universal TK is happening by mandate and administration is having discussions with SCOE and other parties about our needs.

Eddie - this report also includes the work that was deferred.

JM - asking for a copy of this presentation as it is more readable than what is in the board packet.

AK - out of the different options, if we were to isolate one factor, that being traffic, which will help the most.

Eddie - feels option 1 or 2, option 3 would probably increase traffic at site. Well actually the off-site option would reduce traffic most because there would be fewer students on campus.

DR points out that we have reduced our traffic wait time by half.

GA - this new “two place drop off/Pick up” is included in both plans.

DR - the board now has an email with an attachment of the presentation.

GA - if people have questions or comments please contact Dave Rose.

VII. GENERAL ACTION ITEMS

A. (p. 60) Annual Organizational Meeting (25 min.)

Situation: During the Annual Organizational Meeting, the Board shall elect a president and a clerk, consider appointing a representative and alternate for the Sonoma County Committee of School District Organization, set a schedule of meeting dates for the following year, determine membership of the GUSD Negotiating Team for the upcoming year, and consider scheduling a Board Retreat during this meeting.

Plan: For the Board to address each of the following components of the Annual Organizational Meeting topics.

Recommended Motion: None at this time.

1. The Board shall elect a trustee for the position of Board President for the upcoming year.

Action taken/comments:

GA - any nominations for Board President

JM - Nominate Gregory Appling

Motion to elect Gregory Appling as Board President.

Nomination _____ JM _____ Second _____ AK _____

Vote: GA: Ab PL: A JK: _____ AK: A JM: A

2. The Board shall elect a trustee for the position of Board Clerk for the upcoming year.

Action taken/comments:

GA nominated Jeri McNeill as Clerk

Motion to elect Jeri McNeill as Board Clerk

Nomination _____ GA _____ Second _____ AK _____

Vote: GA: A PL: A JK: _____ AK: A JM: Ab

3. The Board will consider appointing a Voting Representative on the Sonoma County Committee on School District Organization.

Action taken/comments:

Patrick Lei will continue in this position

- The Board will consider appointing an Alternate Representative on the Sonoma County Committee on School District Organization.

Action taken/comments:

Alex Kahn will continue at this position.

- The Board will determine the membership of the GUSD Negotiations Team.

Action taken/comments:

Motion to appoint GA and JM to represent the Board on the GUSD negotiations team

Motion _____ PL _____ Second _____ AK _____

Vote: GA: __A__ PL: __A__ JK: _____ AK: __A__ JM: __A__

- The Board will adopt a calendar of dates for Board Meetings for the upcoming calendar year.

Action taken/comments:

There is a draft calendar in the packet, meetings would still be the 2nd Tuesday of each month.

GA wants to point out - for the most part it is the 2nd tuesday of each month. In June we do have two meetings: 1st and 2nd tuesday. Would like to add to calendar 8/23 for retreat to set and review goals. If we run into problems we can always adjust.

Motion to approve the 2022 board calendar with the addition of the board retreat to the 6/14 meeting.

Motion _____ PL _____ Second _____ AK _____

Vote: GA: __A__ PL: __A__ JK: _____ AK: __A__ JM: __A__

- The Board will consider setting a date, time, location and agenda for a Board Retreat.

Action taken/comments:

This was set in the above so no need to vote here.

Motion _____ Second _____

Vote: GA: _____ PL: _____ JK: _____ AK: _____ JM: _____

B. (p. 64) Educator Effectiveness Block Grant Application (5 min.)

Situation: Pursuant to Assembly Bill 130, the State of California is inviting grant applications for Educator Effectiveness Funding. GUSD is eligible for up to \$190,244 over the next five years beginning in 21/22 in funding for the purposes specified in the Bill. Training for GUSD staff will focus on five areas: 1) New Teacher Training, 2) Standards-Aligned Instruction, 3) Pupil Well-Being, 4) Inclusive Practices, 5) Diversity, Equity, and Inclusion.

Plan: A Public Hearing was conducted on 11/9/21 to solicit feedback on the contents of this application. Pending Board approval, this application will be submitted to the California Department of Education for consideration.

Recommended motion: For the Board to approve the GUSD Educator Effectiveness Block Grant Application.

Action taken/comments:

Motion to approve the Educator Effectiveness Block Grant Application

Motion _____ AK _____ Second _____ JM _____

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

C. Board Meeting Format (5 min.)

Situation: The suspension of certain parts of the Brown Act that eased the mandates related to Trustee virtual attendance for Board Meetings was set to expire on September 30, 2021. On September 16, 2021, Governor Newsom signed AB 361, which includes an amendment to the Brown Act that allows for remote meetings during a proclaimed state of emergency without following Brown Act teleconferencing rules. AB 361 mandates that in order for a school district utilize this amendment, the Board must make findings every 30 days that the Board has reconsidered the circumstances of the state of emergency and either the state of emergency continues to directly impact the ability of members to meet safely in person or state or local officials continue to impose or recommend measures to promote social distancing. This amendment is set to expire on January 1, 2024.

Plan: For the Board to discuss Board Meeting format and determine whether or not conditions continue to exist that support a virtual format for Board Meetings.

Recommended motion: No recommendation at this time.

Action taken/comments:

Motion to continue the current distance meeting format

Motion _____ AK _____ Second _____ PL _____

Vote: GA: ___A___ PL: ___A___ JK: _____ AK: ___A___ JM: ___A___

D. (p. 70) Resolution 211214-01, Establishment of Fund 08 - Student Activity Special Revenue Fund (10 min.)

Situation: Recent Education Code updates authorizes Local Education Agencies (LEAs) to establish a restricted district Fund for Associated Student Body (ASB) transactions pursuant to General Accounting Standards Board (GASB) Statement No. 84 practice. Our auditor has suggested that GUSD exercise the authority granted in the applicable Education Code sections and establish Fund 08 - Student Activity Special Revenue Fund.

Plan: Pending Board approval, to establish Fund 08 to track ASB transactions.

Recommended motion: For the Board to approve Resolution #211214-01

Action taken/comments:

Motion to approve Resolution 211214-01

Motion _____ JM _____ Second _____ PL _____

Vote: GA: ___A___ PL: ___A___ JK: _____ AK: ___A___ JM: ___A___

E. (document posted on GUSD website) First Interim Report for 2021-22 School Year (15 min.)

Situation: Preparation, review, and submission of the First Interim Report is the second step in a five step process of our annual budget process. Local educational agencies (LEAs) 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 is due December 15 for the period ending October 31. The first interim reports must include a certification of whether or not the LEA is able to meet its financial obligations. 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 two of the annual budget process by presenting the GUSD's First Interim Report to the Board, and then, pending approval, providing the report to the required agencies.

Recommended motion: For the Board to approve the 2021/2022 First Interim Report.

Action taken/comments:

Went over the presentation that is posted on the website.

Questions:

Discussion was held regarding ADA and Construction cost that was planned during the previous school year and ended up being expensed during this school year

Motion to approve the 2021/22 First Interim Report for 2021-22

Motion ____ JM ____ Second ____ AK ____

Vote: GA: __A__ PL: __A__ JK: ____ AK: __A__ JM: __A__

F. (p. 72) Board Bylaw 9121 - President (5 min.)

Situation: The Board has requested a review of the Board President term limit contained in Board Bylaw 9121.

Plan: To make changes in the text of the bylaw, pending Board approval.

Recommended motion: None at this time.

Action taken/comments:

GA right now the Board President is limited to two terms. Last meeting there was a discussion about possibly changing this. We were not able to finish the discussion. So we are bringing it back here.

Motion - Board President shall be elected at annual organizational meeting and shall not serve more than three consecutive terms

Motion ____ JM ____ Second ____ AK ____

Vote: GA: __A__ PL: __A__ JK: ____ AK: __A__ JM: __A__

G. 0.75 FTE Reading Intervention Specialist - Temporary

Situation: In looking at the academic assessments of our students during the first grading period of the year, teachers, particularly our primary elementary teachers, are reporting a higher than usual rate of students showing reading skill deficits. Many of our primary students, as a result of the suspension of in-person instruction and a significantly lower rate of preschool participation due to COVID-19, are in need of focused reading skill support.

Plan: Staff is requesting permission to hire a 0.75 FTE (5 hours per day) Reading Intervention Specialist for the remainder of the 21-22 school year to provide reading intervention services to small groups and/or individuals. The funding for this temporary position would come from our Extended Learning Opportunities (ELO) Grant. Staff will evaluate the effectiveness of and need for this position at the end of the year to determine if there is a need to request ongoing funding for this position. The estimated cost for this position for the remainder of the year, including benefits, is \$62,266.

Recommended motion: For the Board to approve the hiring of a 0.75 FTE Reading Intervention Specialist for the remainder of the 21-22 school year.

Action taken/comments:

GA pointed out that this person will be temporary and Admin will come to the board if we decide we need more. Also the cost will come from a grant.

JM - thank you for identifying that this is an opportunity to use the grant money. Do we have an idea of what percentage of students are being targeted for this effort and what will be the availability of this person to serve others that may be identified.

DR - currently we are looking at about 2 students per class so 40 to 50 students. This person will be able to have groups and this staff person will be able to serve those needs of the identified students and any of those that will come forward. We will be collecting data to see if we will need to make any changes next year.

Motion to approve 0.75 FTE Reading Intervention Specialist for the Remainder of the school year

Motion _____ AK _____ Second _____ PL _____

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

VIII. PUBLIC COMMENT ON ITEMS IN CLOSED SESSION

No public comment

Meeting adjourned and moves to close session at 7:21pm

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:
a) GUTA/GUCE negotiations update**

X. RECONVENE TO OPEN SESSION

Returned to open session at 8:19pm

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

Action taken/comments

No actions were taken during closed session

Motion _____ Second _____

Vote: GA: _____ PL: _____ JK: _____ AK: _____ JM: _____

XII. FUTURE BOARD MEETINGS

A. January 11, 2022 at 5pm

B. February 8, 2022 at 5pm

C. March 8, 2022 at 5pm

XIII. ADJOURNMENT

Meeting adjourned at 8:20pm

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.