

# Board of Education Regular Meeting Minutes

DATE: Tuesday, November 9, 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. Alex Kahn and Patrick Lei were not in attendance at this time. Patrick Lei arrived at 5:06pm

## **II. ADOPTION AND APPROVAL OF THE AGENDA Approval of the agenda for November 9, 2021 (2 min.)**

Action taken/comments:

Motion \_\_\_\_\_ Second \_\_\_\_\_

Vote: GA: \_\_\_\_\_ PL: \_\_\_\_\_ JK: \_\_\_\_\_ AK: \_\_\_\_\_ JM: \_\_\_\_\_

## **III. REPORTS, AND ORAL COMMUNICATIONS**

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

KP - Report is in the packet

### **B. (p. 4) Hillcrest Principal (10 min.)**

WD - Report in packet

Jeri McNeill - impressed with how you have been reaching out to at-risk students and helping them to be their best.

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

Heather Johnson - Not a lot to report. Thank you to the Board for working with us on negotiations.

### **D. (p. 6) District Site Council (3 min.) 1. Minutes from September 29, 2021**

## **2. Agenda from October 27, 2021**

Dave Rose - report in packet

- E. (p. 9) Gravenstein Parent Association, GPA (5 min.)**
  - 1. Minutes from September 16, 2021**
  - 2. Agenda from October 21, 2021**
  - 3. September Financials**

Amber - Jog-a-Thon went off wonderfully. There were a lot of parent volunteers.

Year to date donations are at \$50,000 and we are hoping to get \$150,000 by the end of the year.

Dave Rose - we are working with GPA to streamline the teacher purchasing process.

### **F. Trustee Reports (10 min.)**

Jeri McNeill - Quick thank you to GPA in handing out the t-shirts before jog-a-thon. It really got the students fired up and ready to run. Special thank you to Maggie for all her hard work in coordinating the jog-a-thon.

Gregory Appling - reports that he and Jennifer Koelemeijer are working on negotiations. He is very happy about how the school year is going. Thank you to everyone.

### **G. Racial Justice Committee (5min.)**

Will Deeths - We had a meeting with Equity First this morning. They have been working on creating focus groups. They did come to us with concerns about the low parent turn out. D Rose and W Deeths met to work on ways to improve attendance.

### **H. (p. 17) Facilities Report (5 min.)**

Brian Sposato - report in packet

- I. Master Plan Committee (5 min.)**
  - 1. Facilities Assessment (available on GUSD website)**
  - 2. (p. 18) Master Plan Feedback from October 26, 2021**
  - 3. (p. 25) Update on Administration Portable Project**

Report in packet

### **J. CBO Report (5 min.)**

Katie Anderson - Some of the activities that we did last month:

- We did a final close out of the Low Performing Student Block Grant
- We did our quarterly Federal Cash Management reporting for Title monies
- We successfully hired for three open positions:
  - Nutritional Services Lead, comes from Wright School District and has 8 years experience. She has been with us for 1 1/2 to 2 weeks and she has been fabulous. She also enrolled her daughter in the district.
  - We also hired for the open position of Instructional Aide and the Beyond the Bell Aide at HMS, but unfortunately the HMS new hire has resigned. Still hiring for an Instructional aide at HMS.
- October is the month that we start to go through the adopted budget to clean up in preparation for the 2021-22 1st interim.

We have an update on the Cafeteria program. We have had an amazing explosion in feeding the children. We have just under 30,000 meals served to date. In 2018/19 we served 20,000 for the entire year.

Jeri McNeill - Have you noticed a change now that students aren't hungry? Is it making a difference in the classroom?

Keri Pugno - I haven't asked that question yet and I haven't received that input yet. What I do know is that some of the teachers would bring in their own snacks for students and they haven't had to do that this year.

Will Deaths - For the most part we look at discipline rates, and they are vastly down from before COVID.

- K. Superintendent Report/District Correspondence (20 min.)**
- 1. Questions from the October Board Meeting**
  - 2. (p. 26) Summer Jumpstart Report - Matt McDowell**
  - 3. (p. 40) Student Vaccinations**

Dave Rose - We do not have any outstanding questions from the October Board Meeting. We did have a request for a report about the Jump Start program. It is included in the board packet. I will now turn the floor over to Matt McDowell, this Summer's Jump Start Administrator.

Matt McDowell - I was asked to prepare a document to help whoever runs the program next year. (It is included in the Board Packet) It talks about the invite process. We want to start earlier next year. There are examples of what we plan on doing at Jump Start. As well as a variety of other things we did to make Jump Start a success.

Jeri - Have we done comparison with the interventions of Jump Start and 1st Trimester numbers?

Matt - We don't have the 1st Trimester numbers yet, but we will look after the 1st trimester is over.

Jeri - Wants to see that there is an improvement in students' grades.

Matt - Yes after the first trimester we are really going to look at numbers to be sure they are getting the help they need.

Dave - This also helped many of the students hit the ground running. It helped students get back into the routine of going to school and being prepared for the beginning of school.

Gregory - we have funding for two more years? and do we have an amount for the program?

Katie - Yes two more years and around \$70,000

Dave - Wants to thank Matt for running such a great program. This guide will help us not have to reinvent the wheel. It will give us the opportunity to focus more on the students and less on the admin side of it.

Gregory - did we have to bring in extra staff or were we able to use our own people?

Matt - We had to bring in one teacher.

Dave - Student Vaccinations - no mandates are in place as of yet. The mandate will not be in place until there is a full authorization of the vaccination. 12 to 17 year olds probably won't be mandated until Fall and 5 to 11 year olds probably won't be until the beginning of next school year or even possibly the middle of next school year.

Gregory - thank you to everyone for all the vaccination info in the Monday Messages.

Dave - Mr. Deaths is working on us being able to hold a clinic on our campus.

#### **IV. PUBLIC COMMENT (15 min.)**

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

No public comments

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

#### **ACTION ITEM**

**A. (p. 41) Warrants**

**B. (p. 49) Payroll**

**C. (p. 50) Minutes from the Regular Board Meeting of October 12, 2021**

- D. (p. 59) Individual Service Agreement for Student Services, 9/17/21 - 11/30/21 (redacted)
- E. (p. 63) Board Policy 3540 - Transportation, Administrative Regulation 3541.1 - Transportation for School-Related Trips, and Board Policy 3541.2 - Transportation for Students with Disabilities
- F. (p. 76) Hillcrest Concrete Repair
  - a. Change Order 01 regarding Hillcrest Middle School Concrete Repair
  - b. Notice of Completion for Siri Grading & Paving, Inc. regarding Hillcrest Middle School Concrete Repair
- G. (p. 79) Hillcrest Heat Mitigation Phase 1
  - a. Change Order 01 regarding Hillcrest Middle School Heat Mitigation Phase 1 (Including CCS Review for reference)
  - b. Notice of Completion for FRC, Inc. regarding Hillcrest Middle School Heat Mitigation Phase 1

Action taken/comments:

JK - Do we need to pull the minutes and replace them with the revised?

JK would like to make a motion to approve the consent agenda with the revised minutes.

Motion      JK      Second      JM     

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

**VI. PUBLIC HEARING - Educator Effectiveness Block Grant**

**A. (p. 85) Public Hearing on the District's Application (15 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:** Following feedback collected during this Public Hearing, staff will make any needed edits or adjustments to the grant application and submit the application for Board consideration on December 14, 2021.

Public hearing starts at 5:59 pm - Dave Rose explained what could be paid for with the grant monies. Proposal is included in the packet.

No questions

Public hearing closed at 6:03 pm

**VII. GENERAL ACTION ITEMS**

**A. Annual Organizational Meeting (2 min.)**

**Situation:** Pursuant to Education Code 35143, the Board must select a date for an annual Organizational Meeting. During that meeting, the Board shall elect a president and a clerk. Typically, the Board also sets a schedule of meeting dates for the following year during this meeting.

**Plan:** For the Board to consider holding their annual Organizational Meeting during the next regularly scheduled Board Meeting on December 14, 2021.

**Recommended motion:** For the Board to approve the scheduling of the annual Organizational Meeting for December 14, 2021. (2 min.)

Action taken/comments

Motion to approve for meeting to be held at Dec 14 meeting

Motion \_\_\_\_\_ JK \_\_\_\_\_ Second \_\_\_\_\_ PL \_\_\_\_\_

Vote: GA:   A   PL:   A   JK:   A   AK: \_\_\_\_\_ JM:   A  

**B. (p. 91) Resolution #211109-01, Accounting of Developer Fees for 2020-2021 Fiscal Year for Fund 25, Capital Facilities Fund (2 min.)**

**Situation:** Fund 25, the Capital Facilities Fund, is used primarily to account separately for monies received as mitigation/developer fees or interest. Capital Facilities Funds are restricted to school facilities construction or improvement pursuant to Government Code sections 65970–65981 and Government Code Section 65995 et seq. This resolution specifies the required protocols for accounting of Fund 25 transactions and has been reviewed and approved by our auditor.

**Plan:** To follow the accounting protocols contained in this resolution.

**Recommended motion:** For the Board to approve Resolution #211109-01

Action taken/comments

Katie Anderson - the district has the right to levy against any one who builds on their property. We generally have between \$10,000 to \$20,000 per year. Our total revenue for the prior year is \$15,000 We have used some of the funds for facilities, final balance is \$155,000

Gregory - historically we have not used much of this money, but the Master plan will be addressing this, correct?

Dave - yes

Motion \_\_\_\_\_ JM \_\_\_\_\_ Second \_\_\_\_\_ JK \_\_\_\_\_

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

**C. (p. 98) Exhibit 4121, Substitute Teacher Pay Rate for 11/15/21 to 6/3/22 (10 min.)**

**Situation:** Currently, school districts throughout the county and state are having a difficult time locating and engaging substitute teachers. As a result, several local districts are increasing the compensation they are offering to substitutes. This will make an already difficult situation even more challenging for GUSD.

**Plan:** To increase the half-day and full day substitute rate that GUSD pays for the remainder of this school year only. Based on the information we have, in order to be competitive, staff would like to increase the rates pursuant to the attached exhibit.

**Recommended motion:** For the Board to approve the adjusted substitute pay rates for November 15, 2021 to June 3, 2022.

Gregory - Will the fee revert back at the end of the school year?

Dave - yes

GA - would you come back to us with another number at the end of the year?

DR - the hope is that the need will abide. Our prediction is that we will go back to our normal numbers. However, if the need is still there then we would come back to the board and ask for an extension.

JM - asked about the need in one week

WD - we have had a couple of weeks where we have needed as many as 20.

KP - agrees. It is rare to have a day when all staff are on campus. This includes Certificated and Classified.

Motion        JK        Second        JM       

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

**D. CPR/First Aid/Defibrillator Training**

**Situation:** Historically, GUSD has provided an opportunity for GUSD staff to receive some form of CPR and First Aid training every other year. With the interruption of routine operations over the last two years, we have been unable to provide this opportunity for staff. Additionally, we have Automated External Defibrillators (AEDs) available for use at our school sites, with a limited number of staff trained in their use.

For the majority of our staff, participation in this training would be voluntary. CPR/First Aid training is only required for teachers for their initial certification, and renewal is not required. Athletic Coaches are required to be trained in the use of AEDs prior to beginning as a coach, and renewed every two years thereafter. Based on the recommendation of the GUSD School Site Council, the Board is being asked to approve this training opportunity.

**Plan:** To identify and contract with a local agency certified to provide training in all three areas to GUSD staff. In order to have staff available for such an event, we would need to identify a day that is currently not a scheduled school day. Scheduling this day would require extending the work calendar for the majority of our employees and would require an additional day of pay.

**Recommended motion:** For the Board to approve the expenditure of up to \$50,000 for CPR/First Aid/Defibrillator training.

Dave - Site council recommend we bring this training back. There is not a mandate for classified and office staff to be trained. Past practice has been to have training every two years, but of course due to COVID we have not been able to do this. We would like to bring this back, but we would have to add a paid day to have staff trained. This would be a cost of up to \$50,000.

Gregory - when would we do this?

Dave - on a non student day, maybe during winter break or spring break

GA - also mentioned the fire days

Dave - that is another option

PL - this is a full day of training?

DR - typically with the three segments this would be a full day

Motion \_\_\_\_\_ JM \_\_\_\_\_ Second \_\_\_\_\_ PL \_\_\_\_\_

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

### **VIII. PUBLIC COMMENT ON ITEMS IN CLOSED SESSION**

No comments

6:19 moved to 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:**

**a) GUTA/GUCE negotiations update**

**X. RECONVENE TO OPEN SESSION**

7:45pm reconvene to Open Session.

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

Action taken/comments

None

Motion \_\_\_\_\_ Second \_\_\_\_\_

Vote: GA: \_\_\_\_\_ PL: \_\_\_\_\_ JK: \_\_\_\_\_ AK: \_\_\_\_\_ JM: \_\_\_\_\_

**XII. FUTURE BOARD MEETINGS**

**A. December 14, 2021 at 5pm**

**B. January 11, 2022 at 5pm**

**C. February 8, 2022 at 5pm**

**XIII. ADJOURNMENT Adjourn at 7:46pm**

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.