

# Board of Education Regular Meeting Agenda

## [Zoom Link](#)

DATE: Tuesday, April 12, 2022  
TIME: 5:00 PM  
LOCATION: Gravenstein Elementary, Multipurpose Room

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

### **I. CALL TO ORDER AT 5:00 PM**

### **II. ADOPTION AND APPROVAL OF THE AGENDA** **Approval of the agenda for April 12, 2022 (2 min.)**

Action taken/comments:

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

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

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

- A. (p. 1) Gravenstein Principal (10 min.)**
- B. (p. 4) Hillcrest Principal (10 min.)**
- C. Gravenstein Union Teachers' Association (5 min.)**
- D. (p. 6) District Site Council (3 min.)**
  - 1. Minutes from February 23, 2022**
  - 2. Agenda from March 30, 2022**
- E. English Language Advisory Committee, ELAC (2 min)**
- F. (p. 9) Gravenstein Parent Association, GPA (5 min.)**
  - 1. Agenda from March 17, 2022**
  - 2. February Financials**
  - 3. Minutes from February 17, 2022**
- G. Trustee Reports (10 min.)**
- H. Racial Justice Committee (5min.)**
- I. (p. 20) Facilities Report (5 min.)**
- J. Master Plan Committee (available on the GUSD website) (5 min.)**
  - 1. Facilities Assessment (available on GUSD website)**
  - 2. Master Plan Update**
- K. (p. 21) CBO Report (5 min.)**
- L. Superintendent Report/District Correspondence (25 min.)**

1. **Questions from the March Board Meeting**
2. **(p. 23) District Website and Parent Square Update - Melacha Quirke**
3. **(p. 34) Grant Funding and Applications Update**
4. **Summer Jumpstart Update**

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

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

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

**ACTION ITEM**

- A. **(p. 35) Warrants**
- B. **(p. 41) Payroll**
- C. **(p. 42) Minutes from the Regular Board Meeting of March 8, 2022**
- D. **(p. 53) Williams Settlement Quarterly Report for January 1 - March 31, 2022**
- E. **(p. 56) Memorandum of Understanding For Teacher Induction Services with the North Coast School of Education**

Action taken/comments:

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

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

**VI. GENERAL ACTION ITEMS**

- A. **(p. 63, redacted) Elimination of a Classified Position - Resolution #220412-01 (5 min.)**

**Situation:** Current state law establishes procedures for notifying classified staff when a lack of work or lack of funds will result in the elimination of positions. With the restructuring of library services to focus on classroom libraries and the need for more classroom space with the Universal TK requirements beginning next year, we will be closing the Gravenstein Elementary Library, eliminating the need for the 0.25 FTE Library Aide position.

**Plan:** Pending Board approval, to eliminate the 0.25 FTE Library Aide position at Gravenstein Elementary.

**Recommended Motion:** To approve Resolution #220412-01.

Action taken/comments

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

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

**B. (p. 73, redacted) Termination of Extra Assignments - Resolution #220412-2 (5 min.)**

**Situation:** For the 2021/22 school year, our parent association, GPA, is funding the cost of the instructor for the Zero Hour Physical Education class at Hillcrest Middle School. Because this program is not supported with GUSD funds, the positions that support this class must be terminated. If it is determined that there is a need and funding for this class for the 2022/23 school year, the district will work with GPA to reestablish these positions.

**Plan:** Pending Board approval, to eliminate the 0.14286 FTE Certificated position and the 0.09375 FTE Classified position currently supporting Zero Hour PE for the 2023/2023 school year.

**Recommended motion:** To approve Resolution #220412-2.

Action taken/comments

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

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

**C. (p. 80, redacted) Voluntary Reduction of Hours - Resolution #220412-3 (5 min.)**

**Situation:** Due to the COVID-19 pandemic, several Classified positions had increased work schedule time added to implement safety precautions on both campuses. The funding used to increase the work schedule for these positions is one-time COVID relief funding that is not anticipated to be available for the 2022/23 school year. Because an approved collective bargaining agreement does not currently exist between GUSD and GUCE, an MOU is required to take the necessary steps to reduce the hours for these positions.

**Plan:** Pending Board approval, to reduce three Instructional Assistant positions by a total of 0.5 FTE, and to reduce one Cafeteria Associate position by 0.03125 FTE.

**Recommended motion:** To approve Resolution #220412-3.

Action taken/comments:

Motion \_\_\_\_\_ Second \_\_\_\_\_ (15 min.)

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

**D. (p. 100, redacted) Release of Temporary Certificated Employees - Resolution #220412-4 (5 min.)**

**Situation:** For the 2021/22 school year, GUSD added three temporary part time Certificated positions to address student needs as we returned to full day in-person instruction. It is anticipated that any similar student needs will be addressed in a different fashion for the 2022/23 school year. As a result, the certificated staff holding these positions must be released at the end of the 2021/22 school year.

**Plan:** Pending Board approval, to release the two Certificated staff providing independent study and home/hospital instruction (0.8 FTE and 0.425 FTE), and the Certificated staff member providing Reading Intervention Specialist services (0.6 FTE).

**Recommended motion:** To approve Resolution #220412-4.

Action taken/comments:

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

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

**E. (p. 110) Notice Of Award and Contract for the GUSD Administration Portable (10 min)**

**Situation:** Our Construction Project Manager, Counterpoint, has conducted a bid process to identify a contractor to reassemble and upgrade the used portable that GUSD has purchased to prepare it for office space use.

**Plan:** Pending Board approval, Ridgeview Builder Incorporated will begin work this spring so that the space is ready to be occupied by the beginning of the 22/23 school year.

**Recommended motion:** For the Board to approve the Notice of Award and Contract for Ridgeview Builder Incorporated to complete the Administration Portable Project.

Action taken/comments:

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

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

**F. (p. 115) Universal Transitional Kindergarten (UTK) Facility Upgrade (10 min)**

**Situation:** GUSD is moving forward with our plans to begin offering opportunities for our district families to participate in expanded TK beginning with the 2022/23 school year. In order to meet facility regulations, we will need to add restrooms to two classrooms on the Gravenstein Elementary Campus. Our architect, QKA, and our construction project manager, Counterpoint, have prepared preliminary construction estimates, confirmed Department of State Architect (DSA) requirements, and have provided a projected cost for creation of construction plans and construction.

**Plan:** Pending Board approval, to begin work on this project immediately so that the new restrooms are in place for the start of the 2022/23 school year.

**Recommended motion:** For the Board to approve up to \$170,000 to add restrooms to two classrooms on the Gravenstein Elementary campus.

Action taken/comments:

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

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

**G. (p. 121) Expansion of Special Education Services, Program Manager Position Description and Salary Schedule (10 min.)**

**Situation:** The service model that we currently have in place for our primary elementary students is not producing the results that we expect of GUSD. Staff is constantly monitoring the academic interventions that we have in place, including the aspects of meeting legal mandates and the best use of existing resources. As we move toward the close of the school year, staff is recommending an expansion of the existing special education service model at Gravenstein Elementary so that we can continue to meet legal mandates, successfully implement our MTSS interventions and align our program with our current district Vision and Mission Statements and our LCAP goals.

**Plan:** Pending Board approval, to reconfigure the existing staffing, add any needed additional staff, and add the necessary program components to increase the effectiveness of our elementary level Special Education Services.

**Recommended motion:** For the Board to approve the Special Education Service Expansion Plan, Program Manager Position Description, and Salary Schedule.

Action taken/comments:

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

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

**H. (p. 127) Equity First Contract (15 min.)**

**Situation:** Staff presented a request to the Board in January to increase our contract amount with Equity First to pay for expanded services that included public meeting planning and facilitation as well as an increase in technical assistance and training. The quote for services that Equity First submitted to staff for Board consideration did not include the additional fees for public meeting planning and facilitation. As we are preparing to begin paying for services rendered, this discrepancy was discovered.

**Plan:** If approved, Equity First would continue to plan and facilitate our public meetings as well as adding increasing training time and interactions with administration. This approval would increase our contract with Equity First from the originally approved \$29,000, increased to \$40,000 in January of 2022, to a total of \$57,500.

**Recommended motion:** To approve the increase in the Equity First agreement to \$57,500.

Action taken/comments:

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

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

**I. Board Meeting Format (2 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 \_\_\_\_\_ Second \_\_\_\_\_

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

**VII. PUBLIC COMMENT ON ITEMS IN CLOSED SESSION**

**VIII. ADJOURNMENT TO CLOSED SESSION (15 min.)**

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

**1.0 Student Discipline**

**2.0 Pending litigation**

**3.0 Administrator Performance Updates**

**4.0 Conference with Negotiations team:**

**a) GUTA/GUCE negotiations update**

**IX. RECONVENE TO OPEN SESSION**

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

Action taken/comments

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

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

**XI. FUTURE BOARD MEETINGS**

**A. May 10, 2022 at 5pm**

**B. June 7, 2022 at 5pm**

**C. June 14, 2022 at 5pm**

**D. July 12, 2022 at 5pm**

**XII. ADJOURNMENT**

ADA Compliance: In compliance with Government Code 54954.2(a), the Gravenstein Union School District, will, on request, make this agenda available in appropriate alternative formats to persons with a disability, as required by Section 202 of the American with Disabilities Act of 1990 (42 U.S.C. 12132) and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability-related modification or accommodation in order to participate in the meeting should contact Dave Rose, District Superintendent, Gravenstein Union School District, 3840 Twig Ave., Sebastopol, CA 95472. Telephone (707) 823-7008.