

Board of Education Regular Meeting Agenda

[Zoom Link](#)

DATE: Tuesday, January 11, 2022
TIME: 5:00 PM
LOCATION: Gravenstein Elementary, Multipurpose Room

Gregory Appling, President
Alexander Kahn, Trustee
Jennifer Koelmeijer, 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 January 11, 2022 (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.)**
 - B. (p. 3) Hillcrest Principal (10 min.)**
 - C. Gravenstein Union Teachers' Association (5 min.)**
 - D. District Site Council (3 min.)**
 - E. (p. 5) Gravenstein Parent Association, GPA (5 min.)**
 - 1. Agenda from December 16, 2021**
 - 2. October Financials**
 - 3. November Financials**
 - F. Trustee Reports (10 min.)**
 - G. Racial Justice Committee (5min.)**
 - H. (p. 14) Facilities Report (5 min.)**
 - I. Master Plan Committee (5 min.)**
 - 1. Facilities Assessment (available on GUSD website)**
 - 2. Master Plan Update**
 - J. (p. 15) CBO Report (5 min.)**
 - K. Superintendent Report/District Correspondence (10 min.)**
 - 1. Questions from the December Board Meeting**
 - 2. (p. 16) Mid-Year Report**

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. 26) Warrants**
- B. (p. 32) Payroll**
- C. (p. 33) Minutes from the Regular Board Meeting of December 14, 2021 and the Special Board Meetings of October 5, 2021 and August 24, 2021**
- D. (p. 51) Leave Requests**
- E. (p. 55) Termination Agreement and Quit Claim Deed with Financial Reporting Council (FRC)**

Action taken/comments:

Motion _____ Second _____

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

VI. GENERAL ACTION ITEMS

- A. (p. 61) CalRecycle Grants and Payment Program Resolution #220111-01 (2 min.)**

Situation: GUSD is pursuing the process for participation in this program which will provide funding for our recycling efforts. CalRecycle’s procedures for administering payment and grant programs require, among other things, GUSD to declare by resolution certain authorizations related to the administration of the payment and grant program. The program will support our efforts to reduce, recycle and reuse solid food waste we generate thereby preserving landfill capacity and protecting public health and safety and the environment.

Plan: To participate in the CalRecycle Grants and Payment Program pending Board approval.

Recommended Motion: To approve Resolution #220111-01.

Action taken/comments

Nomination _____ Second _____

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

B. (posted on GUSD website) GUSD Fiscal Year Financial Audit for the 2020-21 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 2020-21 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 2020/2021 Fiscal Year Financial Audit.

Action taken/comments

Motion _____ Second _____

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

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 _____ Second _____

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

D. (Document posted on GUSD website) GUSD Master Plan (30 min.)

Situation: Staff from Quattrocchi Kwok Architects (QKA) will present an updated version of the GUSD Master Plan. The presentation will provide information collected during the facilities assessment, committee meetings, community input, and Board discussion phases of the planning process. A draft version was presented to the Board for consideration on December 14th, 2021.

Plan: For the Board to consider the current draft and provide direction to QKA and staff regarding any needed edits. The Master Plan will be a dynamic document, and will reflect changes due to changing district needs, available resources, and Board direction.

Recommended motion: For the Board to approve the GUSD Master Plan.

Action taken/comments

Motion _____ Second _____

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

E. (p. 62) Equity First Contract (15 min.)

Situation: Based on a request from staff, Equity First has submitted the attached schedule of proposed increased services and fees in order to address additional data gathering activities, an expansion of staff training, and committee meeting facilitation.

Plan: If approved, Equity First would add to their data gathering activities, provide staff training during four shorter sessions instead of one long day, increasing the amount of training time by two hours, and Equity First would facilitate future Racial Justice Committee meetings.

Recommended motion: None at this time.

Action taken/comments

Motion _____ Second _____

Vote: GA: _____ PL: _____ JK: _____ AK: _____ 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. **February 8, 2022 at 5pm**
- B. **March 8, 2022 at 5pm**
- C. **April 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.



Gravenstein Elementary School Principal's Report January 2022

Keri Pugno

Enrollment Report

	TK	K	1	2	3	4	5	Total
Enrollment for 2021-2022 (as of 1/7/22)	18	79	75	74	81	73	70	470
End-of-year enrollment 20-21	13	75	71	83	72	72	78	464

*Recent decrease in enrollment includes students relocating out of the area (Montana and Folsom, CA)

Gravenstein Attendance

	Month 1: 8/16/21-9/10/21	Month 2: 9/13/21-10/8/21	Month 3 10/11/21-11/5/21	Month 4 11/8/21-12/3/21	Month 5 12/6/21-12/31/21
Grade: TK	100%	100%	100%	95%	96.3%
Grade K:	95.22%	95.37%	95%	94%	93.7%
Grade 1:	96.3%	97.41%	97%	95%	96.4%
Grade 2:	97.2%	96.32%	96%	93%	95.1%
Grade 3:	96.7%	94.5%	96%	95%	98.13%
Grade 4:	96.6%	95.79%	97%	96%	95.8%
Grade 5:	95.2%	96.28%	96%	95%	98.2%
Campus Average Total:	96.16%	96%	96.4%	95%	96.2%

Gravenstein Family grows by one!

I'd like to announce the birth of Henry Trivunovic on 12/31/21.



Gravenstein Gratitude!

This past month has continued to bring challenges for all members of the Gravenstein Team, but the dedication, commitment, and positive attitude of the entire team pulls us all through! Thank you!

Current Campus Projects/Updates:

- **Breakfast Program**

- To address significant concerns over food waste and to ensure safe food handling practices, program has been slightly modified.
- All students have access to a full breakfast one of two times.

- **Field Trips**
- **CAASPP and ELPAC**
 - Teachers will prepare grade 3-5 students to participate in the Spring CAASPP- their first time!
 - EL will participate in the annual summative ELPAC to determine their level of English proficiency.
- **COVID**
 - Weekly PCR testing and any necessary follow-up antigen testing is incredibly valuable, appreciated, and provides enormous peace of mind to staff and families. Thank you for continuing to support its value.
 - Sonoma County Department of Health Services continues to issue and update guidelines to help guide schools through the identification and isolation/quarantine process.

Recent Campus Changes:

- Grade K: BT currently out on maternity leave and the Long-Term Substitute is Amber Rose, who recently completed an earlier LTS assignment this year in another of our Kindergarten classrooms.
- Grade 5: CU relocated out-of-state (Salem, Oregon). Class of 11 students distributed among other three classes.
- Grade 2: SD relocating out-of-state (Portland, OR). Long-Term Substitute will be Deb Friedman.
- Grade 4: Long-Term Substitute will be needed for an anticipated 4-6 week period
- Continuing to advertise for part-time Primary Reading Specialist for the remainder of this year.

Planning for 2022-2023

- Continued Planning for Expansion of TK
- TK/K Open House on Saturday, 1/29/22, from 10:00-11:00
- Campus Tours!



HILLCREST Middle School

GUSD January Board Report

Enrollment- as of 12/06/2021:

	6th	7th	8th	Total
2020/2021	93	112	81	286
2021/2022	77	98	106	281
Long Term IS	1	3	2	6

Attendance Rate from December 3rd until January 3rd- 96.6%

CAASPP-

The ELA and Math teachers at HMS are getting ready to give our students the Interim CAASPP test. We realized that our students had not taken the test in almost three years and it was important that our students have some time to reacquaint themselves with the testing program before the summative CAASPP test in May of 2022. On the last two Wednesdays of January, we will be on a special bell schedule that will allow the students to complete the Math and ELA interim tests. This will also be a dry run for the real test in May and will allow us to see any places that we need to make changes prior to this summative exam.

Reproductive Health Class-

In February, 7th Grade students will start 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

Hillcrest Winter Band Concert-

The Winter Concert was held on Thursday, December 16th and was a huge success. The 4 separate concerts took place in Hillcrest Hall. Check out the HMS Youtube page for videos of the concert recorded and edited by the HMS Digital Video Class. The schedule for the concerts were as follows-

- 9:00 - Blue Band
- 9:45- Gold Band
- 10:30- Hawk Band
- 11:15- String Orchestra and Jazz Band

Pacific Sun Best of the North Bay-

The Pacific Sun has just posted it's Best of the Northbay list. If you click on the link below and you scroll down to the bottom you will see that Best Music Instructor was won by none other than our own Nick Pulley!

<https://pacificsun.com/norbays-2021/>

New Staff at HMS-

We are pleased to welcome Kathleen O'Brien to the Hillcrest Middle School team! Kathleen joins us as an Instructional Aide, Lunch Monitor and a member of the HMS Beyond the Bell team!

Winter Wonderland Dance-

Due to weather and health concerns, the Hillcrest Winter Wonderland Dance has been canceled. We apologize for this and look forward to more dances in the spring!



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

12/16/21 6:00 pm Online Zoom Meeting

A. Public Comment on Non-Agenda Matters

B. Vote for potential new board member - Fanny

C. 1/29/22 TK/K Open House

D. GPA Hats

E. Secretary's Report

1. **Approval of board minutes from November 18, 2021**

F. Subcommittees reports

1. **Special Events/Fundraising Outcomes and Planning**
 - a. **GPA representative at Skate Night**
 - b. **Feb Book Fair & Read a Thon**
2. **Finance**
 - a. **Get Amber on bank account**
3. **Governance**
 - a. **Mini grants**
 - b. **In person meetings in January**
4. **Communications**
 - a. **How to get GPA as a group on parentsquare**
5. **School Liaison**

G. Principal's Reports:

H. Superintendent's Report

5:42 PM

12/10/21

Accrual Basis

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

	Oct 21	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
Parent Donations	20,771.80	20,000.00	771.80
Special Fundraising Inc			
EventBrite	3,130.00	3,000.00	130.00
AmazonSmile	0.00	150.00	-150.00
Boots, Beer and Bubbly Event	0.00	0.00	0.00
Color Run	0.00	0.00	0.00
Escrip	323.32	80.00	243.32
Jog a Thon	9,923.79	10,000.00	-76.21
Network for Good FB Fundraiser	0.00	0.00	0.00
Read-a-Thon	0.00	0.00	0.00
Skate Night	0.00	1,300.00	-1,300.00
Wrapping Paper	0.00	0.00	0.00
Total Special Fundraising Inc	13,377.11	14,530.00	-1,152.89
Corporate Matching	16.40	200.00	-183.60
Interest income	6.55	8.00	-1.45
Other Donations	0.00	0.00	0.00
Total Income	34,171.86	34,738.00	-566.14
Gross Profit	34,171.86	34,738.00	-566.14
Expense			
GUSD Enrich Non-Contractor Exp	0.00	0.00	0.00
General & Admin Expense			
Bank Fees	298.85	150.00	148.85
Bookkeeping	550.00	700.00	-150.00
General Liability	101.78	120.00	-18.22
Merchant Fees	894.01	450.00	444.01
Misc. Expense	0.00	50.00	-50.00
Office Supplies	0.00	50.00	-50.00
Postage	0.00	10.00	-10.00
Printing	0.00	50.00	-50.00
Printing	0.00	0.00	0.00
Tax Return Preparation	0.00	300.00	-300.00
Taxes	0.00	0.00	0.00
Website	0.00	0.00	0.00
General & Admin Expense - Other	0.00	0.00	0.00
Total General & Admin Expense	1,844.64	1,880.00	-35.36
Independent Contractors			
Brandon Leung (Dance)	600.00	200.00	400.00
Sierra Lembke	500.00	220.00	280.00
Jen Biancalana (D&D)	550.00	200.00	350.00
Natalie Collins (Set Design)	0.00	0.00	0.00
Jess Reynolds (Art)	350.00	0.00	350.00
Art - Matern	0.00	1,400.00	-1,400.00
Athletics - Dumont	0.00	3,800.00	-3,800.00
Chorus - Burrows	0.00	3,600.00	-3,600.00
Drama	0.00	0.00	0.00
Science - Bradski	0.00	3,200.00	-3,200.00
Total Independent Contractors	2,000.00	12,620.00	-10,620.00
School Support Expenses			
Hillcrest African Drumming	0.00	0.00	0.00
Hillcrest Zero Hour PE	0.00	0.00	0.00
8th Grade Grad Support	0.00	0.00	0.00
Staff Water Delivery-Alhambra	288.58	90.00	198.58
Teacher Mini Grants-\$500 Max	0.00	0.00	0.00
Teacher Support \$350@48 Teacher	0.00	1,680.00	-1,680.00
Teacher/Staff Appreciation Week	0.00	0.00	0.00
School Support Expenses - Other	0.00	0.00	0.00

5:42 PM
 12/10/21
 Accrual Basis

**Gravenstein Parent Association
 Profit & Loss Actual vs. Budget
 October 2021**

	<u>Oct 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Total School Support Expenses	288.58	1,770.00	-1,481.42
Special Fundraising Exp			
Amazon Smile Expense	0.00	0.00	0.00
Boots, Beer and Bubbly Expense	0.00	0.00	0.00
Color Run Expense	0.00	0.00	0.00
eScript Expense	0.00	0.00	0.00
Jog-a-Thon Expense	0.00	0.00	0.00
Misc Promotional	0.00	0.00	0.00
Read a Thon Expense	0.00	0.00	0.00
Skate Night Expense	0.00	0.00	0.00
Total Special Fundraising Exp	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Expense	<u>4,133.22</u>	<u>16,270.00</u>	<u>-12,136.78</u>
Net Ordinary Income	<u>30,038.64</u>	<u>18,468.00</u>	<u>11,570.64</u>
Net Income	<u><u>30,038.64</u></u>	<u><u>18,468.00</u></u>	<u><u>11,570.64</u></u>

5:40 PM
12/10/21
Accrual Basis

**Gravenstein Parent Association
P & L Actual vs. Budget YTD
July through October 2021**

	Jul - Oct 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Parent Donations	70,229.80	69,996.00	233.80	100.3%
Special Fundraising Inc				
EventBrite	3,130.00	3,000.00	130.00	104.3%
AmazonSmile	529.63	600.00	-70.37	88.3%
Escrip	558.89	320.00	238.89	174.7%
Jog a Thon	9,923.79	10,000.00	-76.21	99.2%
Network for Good FB Fundraiser	0.00	170.00	-170.00	0.0%
Read-a-Thon	2,971.20	2,971.00	0.20	100.0%
Skate Night	0.00	1,300.00	-1,300.00	0.0%
Total Special Fundraising Inc	17,113.51	18,361.00	-1,247.49	93.2%
Corporate Matching	421.20	800.00	-378.80	52.7%
Interest income	25.99	32.00	-6.01	81.2%
Total Income	87,790.50	89,189.00	-1,398.50	98.4%
Gross Profit	87,790.50	89,189.00	-1,398.50	98.4%
Expense				
General & Admin Expense				
Bank Fees	1,364.40	600.00	764.40	227.4%
Bookkeeping	1,237.50	1,400.00	-162.50	88.4%
General Liability	506.13	480.00	26.13	105.4%
Merchant Fees	2,125.50	1,800.00	325.50	118.1%
Misc. Expense	0.00	200.00	-200.00	0.0%
Office Supplies	184.52	200.00	-15.48	92.3%
Postage	0.00	40.00	-40.00	0.0%
Printing	0.00	200.00	-200.00	0.0%
Taxes	0.00	1,200.00	-1,200.00	0.0%
Website	0.00	99.00	-99.00	0.0%
Total General & Admin Expense	5,418.05	6,219.00	-800.95	87.1%
Independent Contractors				
Brandon Leung (Dance)	600.00	400.00	200.00	150.0%
Sierra Lembke	500.00	440.00	60.00	113.6%
Jen Biancalana (D&D)	550.00	400.00	150.00	137.5%
Jess Reynolds (Art)	350.00	350.00	0.00	100.0%
Art - Matern	1,400.00	2,800.00	-1,400.00	50.0%
Athletics - Dumont	4,800.00	8,600.00	-3,800.00	55.8%
Chorus - Burrows	4,800.00	8,400.00	-3,600.00	57.1%
Science - Bradski	3,600.00	6,400.00	-2,800.00	56.3%
Total Independent Contractors	16,600.00	27,790.00	-11,190.00	59.7%
School Support Expenses				
Hillcrest Zero Hour PE	1,036.66	0.00	1,036.66	100.0%
Staff Water Delivery-Alhambra	568.99	360.00	208.99	158.1%
Teacher Support \$350@48 Teacher	737.50	5,040.00	-4,302.50	14.6%
Total School Support Expenses	2,343.15	5,400.00	-3,056.85	43.4%
Total Expense	24,361.20	39,409.00	-15,047.80	61.8%
Net Ordinary Income	63,429.30	49,780.00	13,649.30	127.4%
Net Income	63,429.30	49,780.00	13,649.30	127.4%

5:40 PM

12/10/21

Accrual Basis

Gravenstein Parent Association Profit & Loss Budget Performance October 2021

	Oct 21	Budget	\$ Over Budget	Jul - Oct 21	YTD Budget	\$ Over Budget	Annual Budget
Ordinary Income/Expense							
Income							
Parent Donations	20,771.80	20,000.00	771.80	70,229.80	69,996.00	233.80	172,996.00
Special Fundraising Inc							
EventBrite	3,130.00	3,000.00	130.00	3,130.00	3,000.00	130.00	3,000.00
AmazonSmile	0.00	150.00	-150.00	529.63	600.00	-70.37	1,800.00
Boots, Beer and Bubbly Event	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00
Color Run	0.00	0.00	0.00	0.00	0.00	0.00	8,000.00
Escrip	323.32	80.00	243.32	558.89	320.00	238.89	960.00
Jog a Thon	9,923.79	10,000.00	-76.21	9,923.79	10,000.00	-76.21	25,000.00
Network for Good FB Fundraiser	0.00	0.00	0.00	0.00	170.00	-170.00	170.00
Read-a-Thon	0.00	0.00	0.00	2,971.20	2,971.00	0.20	18,471.00
Skate Night	0.00	1,300.00	-1,300.00	0.00	1,300.00	-1,300.00	4,500.00
Wrapping Paper	0.00	0.00	0.00	0.00	0.00	0.00	4,000.00
Total Special Fundraising Inc	13,377.11	14,530.00	-1,152.89	17,113.51	18,361.00	-1,247.49	73,901.00
Corporate Matching	16.40	200.00	-183.60	421.20	800.00	-378.80	2,400.00
Interest Income	6.55	8.00	-1.45	25.99	32.00	-6.01	96.00
Other Donations	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Income	34,171.86	34,738.00	-566.14	87,790.50	89,189.00	-1,398.50	249,393.00
Gross Profit	34,171.86	34,738.00	-566.14	87,790.50	89,189.00	-1,398.50	249,393.00
Expense							
GUSD Enrich Non-Contractor Exp	0.00	0.00	0.00	0.00	0.00	0.00	30,000.00
General & Admin Expense							
Bank Fees	298.85	150.00	148.85	1,364.40	600.00	764.40	1,800.00
Bookkeeping	550.00	700.00	-150.00	1,237.50	1,400.00	-162.50	7,000.00
General Liability	101.78	120.00	-18.22	506.13	480.00	26.13	1,440.00
Merchant Fees	894.01	450.00	444.01	2,125.50	1,800.00	325.50	5,400.00
Misc. Expense	0.00	50.00	-50.00	0.00	200.00	-200.00	600.00
Office Supplies	0.00	50.00	-50.00	184.52	200.00	-15.48	600.00
Postage	0.00	10.00	-10.00	0.00	40.00	-40.00	120.00
Printing	0.00	50.00	-50.00	0.00	200.00	-200.00	600.00
Tax Return Preparation	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Taxes	0.00	300.00	-300.00	0.00	1,200.00	-1,200.00	3,600.00
Website	0.00	0.00	0.00	0.00	99.00	-99.00	219.00
General & Admin Expense - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total General & Admin Expense	1,844.64	1,880.00	-35.36	5,418.05	6,219.00	-800.95	21,379.00
Independent Contractors							
Brandon Leung (Dance)	600.00	200.00	400.00	600.00	400.00	200.00	1,800.00
Sierra Lembke	500.00	220.00	280.00	500.00	440.00	60.00	1,980.00
Jen Biancalana (D&D)	550.00	200.00	350.00	550.00	400.00	150.00	1,800.00
Natalie Collins (Set Design)	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00
Jess Reynolds (Art)	350.00	0.00	350.00	350.00	350.00	0.00	1,050.00
Art - Matern	0.00	1,400.00	-1,400.00	1,400.00	2,800.00	-1,400.00	12,600.00
Athletics - Dumont	0.00	3,800.00	-3,800.00	4,800.00	8,600.00	-3,800.00	35,200.00
Chorus - Burrows	0.00	3,600.00	-3,600.00	4,800.00	8,400.00	-3,600.00	33,600.00
Drama	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Science - Bradski	0.00	3,200.00	-3,200.00	3,600.00	6,400.00	-2,800.00	28,800.00
Total Independent Contractors	2,000.00	12,620.00	-10,620.00	16,600.00	27,790.00	-11,190.00	117,830.00

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12/10/21

Accrual Basis

Gravenstein Parent Association Profit & Loss Budget Performance October 2021

	Oct 21	Budget	\$ Over Budget	Jul - Oct 21	YTD Budget	\$ Over Budget	Annual Budget
School Support Expenses							
Hillcrest African Drumming	0.00	0.00	0.00	0.00	0.00	0.00	2,375.00
Hillcrest Zero Hour PE	0.00	0.00	0.00	1,036.66	0.00	1,036.66	17,000.00
8th Grade Grad Support	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00
Staff Water Delivery-Alhambra	288.58	90.00	198.58	568.99	360.00	208.99	1,080.00
Teacher Mini Grants-\$500 Max	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00
Teacher Support \$350@48 Teacher	0.00	1,680.00	-1,680.00	737.50	5,040.00	-4,302.50	16,800.00
Teacher/Staff Appreciation Week	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00
School Support Expenses - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total School Support Expenses	<u>288.58</u>	<u>1,770.00</u>	<u>-1,481.42</u>	<u>2,343.15</u>	<u>5,400.00</u>	<u>-3,056.85</u>	<u>57,255.00</u>
Special Fundraising Exp							
Amazon Smile Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Boots, Beer and Bubbly Expense	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00
Color Run Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
eScript Expense	0.00	0.00	0.00	0.00	0.00	0.00	4,000.00
Jog-a-Thon Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Misc Promotional	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Read a Thon Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Skate Night Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Special Fundraising Exp	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>5,000.00</u>
Total Expense	<u>4,133.22</u>	<u>16,270.00</u>	<u>-12,136.78</u>	<u>24,361.20</u>	<u>39,409.00</u>	<u>-15,047.80</u>	<u>231,464.00</u>
Net Ordinary Income	<u>30,036.64</u>	<u>18,468.00</u>	<u>11,570.64</u>	<u>63,429.30</u>	<u>49,780.00</u>	<u>13,649.30</u>	<u>17,929.00</u>
Net Income	<u><u>30,036.64</u></u>	<u><u>18,468.00</u></u>	<u><u>11,570.64</u></u>	<u><u>63,429.30</u></u>	<u><u>49,780.00</u></u>	<u><u>13,649.30</u></u>	<u><u>17,929.00</u></u>

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12/07/21
Accrual Basis

**Gravenstein Parent Association
P & L Actual vs. Budget YTD
July through November 2021**

	<u>Jul - Nov 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
Parent Donations	79,843.30	87,996.00	-8,152.70	90.7%
Special Fundraising Inc				
EventBrite	3,130.00	3,000.00	130.00	104.3%
AmazonSmile	717.45	750.00	-32.55	95.7%
Escrip	738.98	400.00	338.98	184.7%
Jog a Thon	39,649.84	25,000.00	14,649.84	158.6%
Network for Good FB Fundraiser	0.00	170.00	-170.00	0.0%
Read-a-Thon	2,971.20	2,971.00	0.20	100.0%
Skate Night	0.00	1,300.00	-1,300.00	0.0%
Total Special Fundraising Inc	47,207.27	33,591.00	13,616.27	140.5%
Corporate Matching	715.42	1,000.00	-284.58	71.5%
Interest income	32.33	40.00	-7.67	80.8%
Total Income	127,798.32	122,627.00	5,171.32	104.2%
Gross Profit	127,798.32	122,627.00	5,171.32	104.2%
Expense				
General & Admin Expense				
Bank Fees	1,663.25	750.00	913.25	221.8%
Bookkeeping	2,062.50	2,100.00	-37.50	98.2%
General Liability	607.90	600.00	7.90	101.3%
Merchant Fees	2,766.50	2,250.00	516.50	123.0%
Misc. Expense	0.00	250.00	-250.00	0.0%
Office Supplies	184.52	250.00	-65.48	73.8%
Postage	0.00	50.00	-50.00	0.0%
Printing	0.00	250.00	-250.00	0.0%
Tax Return Preparation	700.00	0.00	700.00	100.0%
Taxes	50.00	1,500.00	-1,450.00	3.3%
Website	0.00	99.00	-99.00	0.0%
Total General & Admin Expense	8,034.67	8,099.00	-64.33	99.2%
Independent Contractors				
Brandon Leung (Dance)	600.00	600.00	0.00	100.0%
Sierra Lembke	500.00	660.00	-160.00	75.8%
Jen Biancalana (D&D)	550.00	600.00	-50.00	91.7%
Jess Reynolds (Art)	350.00	350.00	0.00	100.0%
Kasey Hillier - Art	600.00			
Art - Matern	3,600.00	4,200.00	-600.00	85.7%
Athletics - Dumont	12,000.00	12,400.00	-400.00	96.8%
Chorus - Burrows	9,200.00	12,000.00	-2,800.00	76.7%
Science - Bradski	10,400.00	9,600.00	800.00	108.3%
Total Independent Contractors	37,800.00	40,410.00	-2,610.00	93.5%
School Support Expenses				
Hillcrest African Drumming	0.00	2,375.00	-2,375.00	0.0%
Hillcrest Zero Hour PE	1,036.66	0.00	1,036.66	100.0%
Staff Water Delivery-Alhambra	717.74	450.00	267.74	159.5%
Teacher Support \$350@48 Teacher	737.50	6,720.00	-5,982.50	11.0%
Total School Support Expenses	2,491.90	9,545.00	-7,053.10	26.1%
Special Fundraising Exp				
Jog-a-Thon Expense	4,682.97	4,000.00	682.97	117.1%
Misc Promotional	2,375.00	0.00	2,375.00	100.0%
Total Special Fundraising Exp	7,057.97	4,000.00	3,057.97	176.4%
Total Expense	55,384.54	62,054.00	-6,669.46	89.3%
Net Ordinary Income	72,413.78	60,573.00	11,840.78	119.5%

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12/07/21

Accrual Basis

**Gravenstein Parent Association
P & L Actual vs. Budget YTD
July through November 2021**

	<u>Jul - Nov 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Net Income	<u>72,413.78</u>	<u>60,573.00</u>	<u>11,840.78</u>	<u>119.5%</u>

Gravenstein Parent Association
Balance Sheet
As of November 30, 2021

	<u>Nov 30, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
Exchange Bank Checking	344,139.79
Exchange Bank Savings	257,150.44
Paypal	6,625.71
Total Checking/Savings	<u>607,915.94</u>
Other Current Assets	
Prepaid expenses	1,246.00
Total Other Current Assets	<u>1,246.00</u>
Total Current Assets	<u>609,161.94</u>
TOTAL ASSETS	<u><u>609,161.94</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	25,712.97
Accounts Payable	<u>25,712.97</u>
Total Accounts Payable	<u>25,712.97</u>
Total Current Liabilities	<u>25,712.97</u>
Total Liabilities	<u>25,712.97</u>
Equity	
GSF Reserve Transfer	95,504.87
32000 · Retained Earnings	415,320.32
Net income	72,623.78
Total Equity	<u>583,448.97</u>
TOTAL LIABILITIES & EQUITY	<u><u>609,161.94</u></u>

**Gravenstein Union School District
Facilities Report
January 2022
Prepared by Brian Sposato**

District Office Modular: QKA has received comments back from the initial DSA review process. QKA and their consultants are going over the comments and there is a backcheck DSA appointment scheduled towards the end of the month. We are still on schedule with the timeline for February bidding.

Hillcrest Heat Mitigation Phase Two: FRC came onsite over the winter break to go over the roofing project and to review details of the electrical routing as well as downspout details for Buildings A and B. With this on site review, FRC is finishing putting together the bid package for the GMP (Guaranteed Maximum Price). Counterpoint will be reviewing the pricing and then sending the backup for District review and future board approval.

District Master Plan: With the approval of the master plan, we can start to work towards planning and prioritizing facility projects while forecasting projected project costs. As the master plan offers a vast amount of improvement ideas, the reality is that we will not be able to get to all the suggestions laid out in the plan. However, we are very optimistic that we will continue to make positive improvements for both the near future and projects down the line that will help improve the functionality for both campuses.

Water Line Repair at Hillcrest: During the winter break a water was observed seeping from the concrete and became apparent that we had a water line leak. We called out a leak detection service to pinpoint the location of the leak and then got a plumbing vendor to come out and repair a two inch distribution line feeding our gym and classrooms 16 and 17. In one day they were able to cut the concrete, dig up and repair the leak, and pour back the concrete! Although we don't wish to have water leaks, it happened a good time and we were able to get it taken care of with school out of session, and were able to keep the disruption to a minimum.

Winter Break work: Our winter break provided a time to do a catch on deep cleaning and conduct other miscellaneous repairs at both campuses. Some highlights included getting the marquee at Hillcrest back up and running by installing a new video board. We also painted a locker hallway at Hillcrest to give it a fresh look. Additionally, both campuses got new copiers, as we definitely didn't want this to happen with school in session. Our team also got the opportunity to take advantage of getting some much deserved time off, as it has been a busy past year for everybody involved as we gear up to hit the ground running to continue to service and maintain our campuses.



GRAVENSTEIN UNION SCHOOL DISTRICT CBO Report: January 11th Regular Board Meeting

- Review and submission of Employee W2s to the county for printing
- Review and submission of 1099 reports to the county for printing
- CARES Federal COVID Allocation Reporting for Q4 submitted. Amounts remaining:
 - Coronavirus Relief Fund (CRF): \$0
 - Elementary and Secondary School Emergency Relief I (ESSER I): \$0
 - Elementary and Secondary School Emergency Relief II (ESSER II): \$0
 - Elementary and Secondary School Emergency Relief III (ESSER III): \$0
 - Elementary and Secondary School Emergency Relief III (ESSER III) – Learning Loss Mitigation: \$63,048 (Currently encumbered)
 - Governor's Emergency Education Relief I (GEER I): \$3,146
- First Principal Apportionment reporting was submitted to SCOE on 12/28 for review. They have approved our submission and have sent our certification to the state. P-1 ADA is as follows:
 - **Gravenstein First – 34.08 ADA** (33.95 as reported at 1st Interim). Enrollment as of 12/17/21 = 37 students. ADA to Enrollment percentage = 92.11%
 - **Gravenstein Elementary – 412.82 ADA** (414.58 as reported at 1st Interim). Enrollment as of 12/17/21 = 472 students. ADA to Enrollment percentage = 87.46%
 - **Hillcrest Middle School – 275.66 ADA** (280.33 as reported at 1st Interim). Enrollment as of 12/17/21 = 293 students. ADA to Enrollment percentage = 94.08%
- Hired for the 6.5 Instructional Assistant/Daycare Associate at HMS. HMS is now fully staffed



GRAVENSTEIN UNION SCHOOL DISTRICT

Dave Rose, Superintendent
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Sebastopol, CA 95472
707-823-7008
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Board of Trustees
Gregory Appling, Board President
Alexander Kahn, Member
Jennifer Koelemeijer, Member
Patrick Lei, Member
Jeri McNeill, Clerk

January 3, 2022

Memo To: Gravenstein Union School District Board of Trustees
From: David Rose, Superintendent
Subject: 2021/2022 Mid-Year Report

We are so pleased to have the vast majority of our students back with us for full day instruction during the opening half of the 2021/2022 school year. COVID restrictions and precautions continue to have an impact on our daily operations, however, our staff, students, and families have shown great resilience and flexibility. As a result, our key function, classroom instruction, continues daily with a high level of rigor and engagement. Below is a brief summary of staff activities during the first half of this school year: some routine requirements, and many new undertakings designed and implemented to ensure the best learning opportunities possible for our students.

Enrollment - As of December 16, 2021 (day 80), the enrollment for GUSD for 21/22 was 760, almost 2% or 12 more students than at the close of the 20/21 school year.

Attendance - Due to heightened COVID precautions, we have a much higher than usual rate of students that are not on campus. However, because we are allowed to offer independent study agreements for even one day absences, we are able to claim ADA for many of the students that are not present in person. In order for GUSD to claim this attendance, a great deal of effort is required from our teachers, parents, clerical staff and Business Services Office, and they have been up to the challenge. Attendance for the first half of the 21/22 school year is at 96.5%, allowing us to claim 733.22 ADA for our Period 1 (P-1) apportionment. For any student facing barriers to daily attendance, our teachers, support staff, and administrators implemented Tier I and Tier II interventions to address and remove challenges, which resulted in almost every student attending every day.

Discipline - There has been only one suspension during the school year. This can also be attributed to the staff's campus-wide prevention efforts (Tier I) and our teachers planning and implementing engaging lessons, during which there have been minimal incidents of disruptions or student misbehavior.

Academic Progress - The challenge of gathering valid and comparable assessment data will continue throughout this school year. CAASPP testing did not take place during the 19/20 or 20/21 school years and student assessments and work are impacted by varying degrees of parent support and other factors. Classroom teachers continue to use local assessments in addition to their typical annual assessment to ensure that any student impacted by suspension of in-person instruction and the shelter in place orders is identified as early as possible, with intervention plans created and implemented. Due to concerns expressed primarily by our primary elementary teachers, we are in the process of adding a certificated reading intervention support specialist for the remainder of the year to support intervention plans.

Specific Activities and Accomplishments

The activities below are categorized pursuant to the focus areas of Governance from the California School Boards Association (CSBA). (The Board adopted GUSD Mission Statement(s) that each activity supports is in blue).

A. Setting Direction for the District - Mission, vision, goals, objectives, activities, evaluation and reporting of progress, LCAP, Annual Board Organizational Meeting, Board Study Sessions and Retreats

Annual Activities:

- 1) Annual Board Organizational Meeting held, successful election of President and Clerk, Board Member Negotiating Team members appointed, adoption of 2022 Board Meeting Calendar (MS: 3)
- 2) Draft and conduct Public Hearing on the 21/22 LCAP (Local Control Accountability Plan) (MS: 3)
- 3) 2020/2021 LCAP (Local Control Accountability Plan) approved by Board and SCOE (MS: 3,4)

New or Additional Activities for 21/22:

- 4) Superintendent Goals and action items to support mission/vision statements updated (MS: 3)
- 5) SCOE Emergency Preparedness Training (MS: 3)
- 6) One-on-one Board Agenda Review Sessions (MS :3,4)
- 7) Submit Bi-weekly State Data Reports on enrollment and program participation (MS: 1,3)
- 8) Continuance of Reopening Committee and Subcommittees work (MS: 3)
- 9) Board Bylaw BB9121 revisions (Duties of the Board President) (MS: 3)
- 10) Board Study Session (October 5, Annual Goals and Budget Reserves) (MS: 1,2,3,4)
- 11) Appointment of Trustee to fill one vacancy (MS: 3)
- 12) Superintendent participates in weekly COVID Liaison Meetings with SCDHS (MS: 1,2,3)
- 13) Draft multiple COVID-19 and Return to In-Person Instruction compliance and planning documents including: GUSD Reopening Checklist, Surveillance Testing Q&A, Reopening MOU's with GUTA and GUCE, 21/22 COVID-19 Safety Plan, Elementary and Secondary School Emergency Relief III (ESSER III) Fund Assurances, Updated Cal/OSHA COVID Prevention Plan (MS: 1,2,3,4)
- 14) The Superintendent attended multiple trainings to support the development of Return to In-Person Instruction, Annual Review, and LCAP planning including: SCOE LCAP Workshop (3 part series), School Reopening Dashboard Training for School Districts, School Reopening Update for Educational Leaders (MS: 1,2,3,4)
- 15) Superintendent participates in Sonoma County Legislators Education Roundtable (MS: 1,2,3,4)
- 16) Administration Team participates in TK Expansion Implementation Training (MS: 1,2,3,4)
- 17) CBO participates in School Nutrition Training to implement meals for all (MS: 1,3,4)
- 18) Superintendent is selected to serve on Sonoma County Measure O (Mental Health) implementation advisory team (MS: 1,3,4)
- 19) Drafted and received Board approval for Enrollment Capacity Resolution (MS: 1,2,3,4)

B. Student Learning and Achievement - Identify needed data points, gather and analyze data, use data for goal setting(Direction) and budget development(Finance), summer school, CALPADS enrollment data, instructional materials sufficiency and adoption, Certification of Compliance with Standards-Aligned Instructional Materials, Site Plans for Student Achievement, ELPAC and CAASPP, progress reports, Site

Council, Williams Reports (sufficiency of materials/supplies), alignment with Common Core Standards, MTSS, mental health, District Calendar, Student Information System

Annual Activities:

- 1) Adoption of Special Education Local Area Plan for 20/21 (MS: 1,2)
- 2) Adoption of 20/21 Sufficiency of Textbooks/Materials Resolution (MS: 1,2)
- 3) Adoption of 20/21 Certification of Compliance with Standards Aligned Materials Resolution (MS: 1,2)
- 4) Completion of English Language Proficiency Assessments for California (ELPAC, in-person) (MS: 1,2)
- 5) Ongoing in-person assessment of students for Special Education Needs (MS: 1,2)
- 6) Ongoing in-person vision/hearing screenings (MS: 1,2)
- 7) Approval of Special Education Monitoring Activities Plan (MS: 1,2)
- 8) Transition IEPs for district resident preschool students (MS: 1,2)
- 9) Attend weekly Special Education Director (SELPA) meetings for guidance on legal updates and best practice (MS: 1,2)
- 10) Drafted and received Board approval for Title III MOU with Sonoma County EL Consortium (MS: 1,2,4)
- 11) Revised and updated registration forms, on-line and hard copy access (MS: 4)
- 12) Superintendent attends ongoing SCOE C&I meetings to stay informed on current legislation, program and reporting requirements, and best practices throughout the county (MS: 1,2,3,4)
- 13) Continued development of a system for monitoring student engagement, work completion, and application of Tier I and Tier II student support interventions (MS: 1,2,3,4)
- 14) Provided on-site support for highest need students as a Tier III intervention (MS: 1,2,3,4)
- 15) Provided an MTSS mental health program with a menu of Tier I and Tier II interventions, assessment, signs and indicators of anxiety/trauma/depression/ACEs, case management use and development of Tier III referral resources in the district and in the community (MS: 1,2,3,4)
- 16) Ongoing participation in the Title III Consortium that allows for maximizing federal funding as well as identifying and implementing best practices for serving English Language Learners (MS: 1,2,3,4)
- 17) Leadership Team, Academic Counselor, and School Secretaries continue to train on effective use of SchoolWise, and continue adjustments to maximize student data collection for GUSD (MS: 1,3,4)
- 18) Ongoing support and intervention for high needs students including: EL Support (Translation and Family Outreach), operating ELD support classes, Academic Intervention through SIPPS Reading Intervention Program, Learning Lab 1 :1 or small group support in afternoons, daily live instruction from Special Education Team, Speech Services provided on-site and OT Services provided through Redwood Pediatrics (MS: 1,2)

New or Additional Activities for 21/22:

- 19) Resumption of many co-curricular and extra-curricular activities with COVID precautions including field trips, clubs, special events, and athletics (MS: 1,2,3,4)
- 20) Establish relationship with new SELPA Parent Advocate (MS: 1,2,4)
- 21) Summer Jumpstart, funded with Extended Learning Opportunity (ELO) Funds, operated from 7/21-8/3. Students identified by staff as needing intervention/support were invited, 116 attended focusing on ELA/Math and transition back to full-day instruction skills (MS: 1,2,3,4)
- 22) Teachers and administrators spent tremendous amounts of time over the summer creating a independent study program, short term and long term, pursuant to new state regulations that minimizes reliance on parent oversight and maximizes focus on student learning in the four core subjects (MS: 1,2,3,4)

- 23) Maintain access for all long term IS students to Enrich!, elective, and physical education instruction and activities (MS: 1,2)
- 24) Superintendent attends MTSS conference to stay informed on current programs and best practices throughout the country (MS: 1,2,3,4)
- 25) Staff continues local academic assessments to monitor for potential learning loss due to distance learning and to identify students performing below grade level (MS: 1,2)
- 26) Staff identifies need for Reading Intervention Specialist support and Board approves temporary position funded through ELO (MS: 1,2,3,4)
- 27) Review and revise Field Trip protocols, permission slips, and volunteer applications to conform with COVID regulations and guidelines (MS: 1,2,3,4)
- 28) Modify select special events and activities to be implemented virtually (MS: 1,2,4)
- 29) Developed and implemented COVID-19 safety compliant instructional schedules for both sites (MS: 1,3)
- 30) Continued partnership with SOCE for implementation of Project SERV and used their trauma screening tool (PSYStart) for students at the beginning of the 21/22 school year. Project SERV will be provided a licensed mental health professional to GUSD one day per week beginning January of 2022 (MS: 1,2,3,4)

C. Finance/Collective Bargaining - *Reserve strategies, food services, budget, interim reports, audit, LCFF calculator and revenue projections, staffing levels, negotiations, Education Protection Account Resolution, Consolidated Application, Gann Limit, Accounting of Developer Fees*

Annual Activities:

- 1) State Controller approval of 19/20 Audit (MS: 4)
- 2) Budget development with alignment to the LCAPs (MS: 4)
- 3) Public Hearing on the 21/22 Budget (MS: 3,4)
- 4) Adoption of 21/22 Budget (MS: 4)
- 5) Adoption of 21/22 Education Protection Account Resolution (MS: 4)
- 6) Approval and submission of the 2021/22 Consolidated Application and Reporting System report (MS: 1,4)
- 7) Approval of the 45-day revised 21/22 budget (MS: 4)
- 8) Submission and approval of the 21/22 LCAP Federal Addendum (MS: 1,4)
- 9) Approval of 20/21 Unaudited Actuals (MS: 4)
- 10) 2020-21 Audit Report (MS: 4)
- 11) Established a revised Gann Limit for the 2020/2021 school year and adopted a Gann Limit for the 2021/2022 school year (MS: 4)
- 12) SCOE approval of 21/22 Budget (MS: 4)
- 13) Submission of 21/22 Mandate Block Grant Applications (MS: 4)
- 14) CBEDS staff reporting certified (MS: 2,4)
- 15) LCAP Overview for Parents drafted, adopted, approved by SCOE and posted on GUSD website (MS: 3,4)
- 16) Approval of Acceptance and Certification of Governmental Accounting Standards Board (GASB) Number 75 for 20/21 (MS: 4)
- 17) Approval of First Interim Report for 21/22 (MS: 4)
- 18) Approval of Resolution for Accounting of Development Fees for 20/21 for fund 25, Capital Facilities Fund (MS: 4)

- 19) Service Contracts: WCTA, SRCS Food Services, WCUSD Nurse, School Psychologist, Speech and Language, SELPA, Title III Consortium (MS: 1,2,3,4)
- 20) Safety and compliance approval for on-site food services operations (MS: 1,4)
- 21) Ongoing public information requests (MS: 3)
- 22) Food Service monthly claims, weekly orders, revenue & expense reconciliation, staff training (MS: 1,4)
- 23) Period Attendance Reporting to CDE: P-1, P-2, Annual (MS: 4)
- 24) Special Education Maintenance of Effort and Subsequent Year Tracking Report (MS: 1,4)
- 25) Special Education Excess Cost Calculation Reporting (MS: 4)
- 26) Annual 1099 reporting (MS: 4)
- 27) Annual W2 filing (MS:4)
- 28) Ongoing accounts payable/receivable & bank reconciliations (MS: 4)

New or Additional Activities for 21/22:

- 29) Participation by the CBO and Superintendent in multiple trainings through CASBO, CSC, CDE and SCOE related to: availability and application processes for COVID-related funding sources including: Implications for Public Education and School Reopening, CASH Webinar, CSBA Budget Workshop, Capitol Advisors Budget Perspectives Workshop, Accounts Payable, FEMA Funds Webinar, Unaudited Actuals Workshop, Open Enrollment Webinar, Operating Expenses Training, Budget and Interim Report Training, Site Development Training, Collective Bargaining Training, First Interim Training, District Business Users Group (DBUG) Training, CalPADS Training, Principal Apportionment Data Collection (PADC) Training, and 2021 Budget Act Training (MS: 4)
- 30) Participation in ongoing negotiations with GUTA, including preparation of supporting documents and financial analysis of offers (MS: 1,2,3,4)
- 31) Participation in ongoing negotiations with GUCE, including preparation of supporting documents, financial analysis of offers, and CBA review and editing (MS: 1,2,3,4)
- 32) Secured \$54,000 in grant funding through UCLA MTSS Project (MS: 4)
- 33) Received Board approval to establish Fund 08 to comply with GASB 84 requirements surrounding Student Fund transactions (2,4)
- 34) CARES Act expenditure reporting submitted quarterly (MS: 4)
- 35) ESSER funding quarterly reporting; Q3 & Q4 reporting (MS:4)
- 36) FEMA Grant Application totalling \$128,500
- 37) Second FEMA Grant Application totalling \$127,800
- 38) CalRecycle Grant Application totalling \$193,750 (MS:3, 4)
- 39) National School Lunch Program Equipment Grant Application totalling \$150,000 (MS:4)
- 40) Kitchen Infrastructure Grant Application totalling \$50,000 (MS:4)

D. Facilities - Facilities Master Plan, FIT Report, construction, Deferred Maintenance Plan, Summer Maintenance Plans, ongoing maintenance

Annual Activities:

- 1) Adoption of 21/22 Ongoing Major Maintenance Plan (MS: 3)
- 2) Ongoing maintenance, repairs, cleaning (MS: 3)
- 3) Inspections, upkeep, and on call 24 hours for alarm systems, water systems, solar panel monitoring (MS: 3)
- 4) Inventory, monitor, distribute, and maintain stock of disinfecting and cleaning products, PPE, and all associated COVID-19 safety products (MS: 3)

- 5) Continue to install COVID-19 facility safety measures and actions including portable air purifiers, maximizing ventilation, hand washing and hand sanitizer stations, touchless paper towel dispensers, signage, and work space disinfection protocols (MS: 3)
- 6) Continue access for second student drop-off and pick-up location and staggered scheduling resulting in mitigated traffic congestion at Gravenstein Elementary (MS: 3)

New or Additional Activities for 21/22:

- 7) Phase I of Hillcrest Heat Mitigation Project completed prior to the beginning of instruction (MS: 1,3)
- 8) Damaged/unsafe concrete removal and replacement at Hillcrest completed prior to the beginning of instruction (MS: 1,3)
- 9) Draft and File Williams Settlement Complaint Response (MS: 3)
- 10) Superintendent and Director of Maintenance travel to Healdsburg to inspect portable prior to district agreeing to purchase the building for \$1 (MS: 1,3,4)
- 11) Director of Maintenance, HMS Principal, Business Services staff and Superintendent work with Project Manager on office space design and location details for Administration portable project (MS: 1,3,4)
- 12) Construction plans for additional office space for Superintendent and Business Services offices forwarded to DSA for review; this action will result in creating confidential/support student services space by moving (MS: 1,3)
- 13) Project Manager and staff complete Facilities Assessment and plan for soliciting community input as work to generate a draft Facilities Master Plan continues (MS: 1,2,3,4)
- 14) Project Manager and staff host community input sessions and implement an on-line survey to collect community input for draft Facilities Master Plan continues (MS: 1,2,3,4)
- 15) Project Manager and staff present draft Facilities Master Plan for public review and Board comment (MS: 1,2,3,4)
- 16) Setup classroom spaces for return to full day instruction, with temporary removal of excess furniture and arrangement of desks and tables to maintain appropriate social distancing protocols (MS: 1,3)
- 17) Creation of shade structure at Gravenstein for outside music instruction (MS: 1,3)
- 18) Chromebook maintenance and inventory completed prior to start of school for student/classroom distribution (MS: 1)
- 19) Continued use of classroom/restroom cleaning logs to record disinfection/housekeeping activities (MS: 3)

E. Policy/Judicial Review/Advocacy - BP and AR review and updates, legislation and legal updates, student and employee discipline issues, advocacy for legislation and political items, Parent/student/staff handbooks, truancy prevention

Annual Activities:

- 1) Ongoing review and application of BP and AR (MS: 3)
- 2) Parent/Student/Staff Handbook update and distribution (MS: 3)
- 3) Superintendent represents GUSD on Sonoma County TUPE/AOD Collaborative and participates in letter writing campaigns to City Councils in support of local youth access and use prevention measures (MS: 1,3)

- 4) Superintendent represents GUSD on West County Transportation Authority (WCTA) Board to propose and determine transportation policy/practice (MS: 1,3,4)
- 5) Ongoing meetings and activities for the GUSD Governance Committee to review and edit BP and AR for Board Consideration (MS: 3)
- 6) Ongoing meetings and activities for the GUSD Climate Committee to formulate policy and activity recommendations for Board Consideration as well as leading recycling/composting campaigns for both campuses (MS: 2,3)
- 7) Superintendent represents GUSD on Sonoma County Homeless and Foster Youth Collaborative to inform GUSD policy/practice formulation (MS: 1,3)
- 8) Superintendent represents GUSD on Redwood Empire Schools Insurance Group (RESIG) Joint Powers Board to propose and determine policy/practice and to inform GUSD policy/practice formulation (MS: 1,3,4)
- 9) Admin Team partners with Equity First to conduct ongoing Racial Justice Committee Meetings (MS: 1,3)
- 10) Truancy Prevention Team implements truancy notification letters, protocols, and Site Attendance Review Team (SART) meetings (MS: 1,4)

New or Additional Activities for 21/22:

- 11) Superintendent participates in AB 86 training regarding COVID Reporting and Public Health Requirements to inform GUSD policy/practice formulation (MS: 3)
- 12) Superintendent participates in AB 130 training regarding new Independent Study legislation to inform GUSD policy/practice formulation (MS: 3)
- 13) CBO participates in RESIG Plan Education Training to inform GUSD policy/practice formulation regarding facility safety and loss prevention (MS: 3)
- 14) CBO participates in Prop 39 Clean Energy Jobs Act Training to inform GUSD policy/practice formulation (MS: 3)
- 15) Equity First and Racial Justice Committee conduct a series of public feedback sessions to gather information to inform recommendations to the Board (MS: 1,3)
- 16) Draft and adoption of BP 3541.2 - Transportation for Students with Disabilities (MS: 1,2)
- 17) Draft and adoption of AR 3541 - School Trip Transportation (MS: 1,2,3,4)
- 18) Revision and adoption of BP/AR 6158 - Independent Study (MS: 1,2)
- 19) Revision and adoption of BP3540 - Transportation (MS: 1,2,3)
- 20) Revision and adoption of BB 9100 - Organizational Meeting (MS: 4)
- 21) Two revisions and adoptions of BB 9121 - Board President (MS: 4)

F. Human Resources - *Position control, staffing projections, position descriptions, evaluation, recruitment/hiring/training, School Safety Plans, staff surveys, Educator Effectiveness Plans*

Annual Activities:

- 1) Collective Bargaining Agreement Negotiations and contract language updates (MS: 1,2,3,4)
- 2) Initial conferences and observations for certificated evaluations (MS: 2,3)
- 3) Ongoing staff demographic updates, health benefits, employment verifications, retirement, payroll, continuing education unit tracking for salary schedule placements (MS: 2,3)
- 4) Ongoing new hire HR setup, employment documentation, payroll, retirement, fingerprinting, TB (MS: 2,3)
- 5) Ongoing credential monitoring, reporting and updates (MS: 2,3)

- 6) Annual benefits payroll system updates, open enrollment process (MS: 2,3)
- 7) Annual W2 reporting (MS: 4)
- 8) J-90 Reporting (MS: 2,3)
- 9) Special Education Personnel Data Collection (MS: 1,2,3)
- 10) Quarterly payroll tax reporting (MS: 4)
- 11) Quarterly multiple worksite reporting (MS: 4)
- 12) Annual Governmental Compensation in California reporting (MS: 4)
- 13) CALSAAS reporting (MS: 2,3,4)
- 14) Summer and Fall Staff Needs Assessment Surveys (MS: 1,2,3)
- 15) Injury and Illness Prevention Plan (IIPP) updated, including current COVID-19 awareness and prevention section (MS: 3)
- 16) Plan, develop, and implement Summer and Fall Professional Development (PD) activities including current safety measures and protocols, academic assessment updates, MTSS, and trauma awareness training (MS: 1,2,3)
- 17) Drafted and received Board approval for Teacher Induction Program MOU with North Coast School of Education (MS: 2,3)
- 18) Drafted and received Board approval for Food Services MOU with Santa Rosa City Schools (MS: 4)
- 19) Drafted and received Board approval for Nurse Services with West County Union High School District (MS: 3,4)

New or Additional Activities for 21/22:

- 20) Draft, distribute, and collect consent forms for participation in COVID-19 PCR Surveillance and follow-up Rapid Antigen Testing (MS: 1,3,)
- 21) School schedules adjusted to include Early Release Day (ERD) every Wednesday to support ongoing PD, teacher collaboration, increased academic assessment, and parent engagement opportunities (MS: 1,2,3)
- 22) GUTA Return to Full Day Instruction MOU (MS: 1,2,3,4)
- 23) GUCE Return to Full Day Instruction MOU (MS: 1,2,3,4)
- 24) Establish and implement system of free weekly COVID-19 Polymerase Chain Reaction (PCR) Surveillance Testing for all staff and students (with parent consent) on both campuses as well as follow-up free Rapid Antigen Testing as needed (MS: 1,3,4)
- 25) Principals, CBO, and Superintendent lead follow-up Rapid Antigen Testing activities, perform contact tracing, and consult with Sonoma County Department of Health Services (SCDHS) for quarantine protocols (MS: 1,3,4)
- 26) Draft and secure approval of position descriptions for: Instructional Assistant, Noon/Yard duty Aide, Daycare Aide, School Office Clerk, Custodian, Lead Custodian, Day Care Director, Account Clerk, Human Resources Clerk/District Secretary, Nutritional Services Lead, and Nutritional Services Associate positions (MS: 1,2,3)
- 27) Recruit, hire and train School Secretary, Human Resources Clerk/District Secretary, IS Teacher, Nutritional Services Lead, Temporary Custodian, 6 new IAs (MS: 1,2,3)
- 28) Draft and secure approval of new salary schedule and expanded position description for Director of Maintenance and Operations (MS: 1,2,3,4)
- 29) Five SSU Student Teacher placements; ELA, Social Studies, Music, Physical Education, and Art (MS: 3)
- 30) Recruit, hire and train Mental Health Intern (MFT) (MS: 1,3,4)
- 31) Recruit and train Administrative Intern (MFT) (MS: 1,2,3,4)
- 32) Superintendent, Principals, CBO, Director of Maintenance, and site staff participate in a variety of COVID-19 training and certification programs including: California Department of Health Services (CDPH) COVID-19 Testing, SCOE/SCDHS Back to School Preparation, COVID-related work

- accommodations, SCDHS COVID Liaison Training, Concentric Surveillance and Rapid Antigen Test Training, SCOE/SCDHS COVID Prevention, SCOE/SCDHS Health Guidance, SCDHS COVID prevention and reporting, Worker's Compensation Training (MS: 1,2,3,4)
- 33) CBO participated in a variety of trainings including: Frontline Staff Attendance, Credentials, Local Assignments, and SCOE Payroll Workshop (MS: 2,3,4)
 - 34) SCOE Superintendents Training/Retreat (MS: 1,2,3,4)
 - 35) Submitted and secured Board approval for Core Subject Area Teacher Authorizations for 5 Hillcrest Teachers for the 21/22 school year (MS: 1,2,3)
 - 36) COVID-19 Hazards Inspection Team at each site with administration, maintenance, certified and classified representatives (MS: 3)
 - 37) Continue workplace accommodations/modifications for all employee/assignment groups (MS: 2,3)
 - 38) Work with individual employees on accommodations/modifications based on unique needs/circumstances (MS: 2,3)
 - 39) Completed 17 COVID-19 Contact Tracing procedures, results reported to Sonoma County Health Department (and RESIG when staff is identified as positive) (MS: 3)
 - 40) Applied for and received \$190,244 Educator Effectiveness Block Grant (MS: 1,2,3,4)
 - 41) Received Board approval for temporary increase in Substitute Pay Rate for 21/22 allowing GUSD to remain competitive in attracting subs (MS: 3,4)
 - 42) Received Board approval to provide CPR/First Aid/AED training for all staff (MS: 3)
 - 43) Received Board approval to recruit part-time temporary Reading Intervention Specialist using ELO grant funds (MS: 1,2,3,4)
 - 44) Review and implement new guidelines for employee leaves (MS: 2,3)
 - 45) Payroll adjustments and tracking of CARES Act leaves for several employees (MS: 4)

G. Community Relations - SARC, LCAP stakeholder/advisory group input, website, GPA MOU and liaison, community messaging, community events (Open House, BTSN, promotions, special events), parent surveys, Enrich! content, Trustee recruitment

Annual Activities:

- 1) Draft and approval of 21/22 MOU with GPA (MS: 1,2,3,4)
- 3) Canned Food Drive at Hillcrest Middle (MS: 2)
- 4) Continue consultation and connection with community partner organizations including: SELPA, WCTA, West County Sups, Leadership 40, SSDA, ACSA, CSBA, CASBO, Sonoma County TUPE/AOD Advisory, Title III Consortium, GHAC (MS: 1,2,3,4)
- 5) Regular attendance for Principals and Superintendent at monthly GPA meetings (MS: 2,3,4)

New or Additional Activities for 21/22:

- 6) Inform Board and community that both GUSD schools were named by US News and World Reports as top California schools (MS: 3)
- 7) Summer and Fall Parent Surveys including survey of families prior to school opening to determine program preference (MS: 1,2,3)
- 8) Implemented new COVID-compliant drop-off and pick-up protocols at both sites that also resulted in easing traffic congestion (MS: 3)
- 9) Provide COVID-19 tab on the GUSD Website with current information on safety plans, school site protocols, and a COVID-19 Dashboard with current reporting on surveillance testing results and campus-related cases (MS: 3)

- 10) District Secretary and tech stipend teacher perform needed work for the integration of Parent Square with our current systems and implemented the use of this system to upgrade our parent communication (MS: 1,3)
- 11) Continued use of guidance from previous marketing work, staff, survey, Board, and Leadership team to revise and update district and school websites and expand social media presence (MS:1,3,4)
- 12) Conducted socially distanced/masked Meet the Teacher Events (MS: 1,2,3)
- 13) Virtual Back-To-School Nights (MS: 1,2,3)
- 14) Hybrid Parent/Teacher Conferences with parent choice of a virtual or in-person conference (MS: 1,2,3)
- 15) Revised and updated registration application, on-line and hard copy access (MS: 3)
- 16) Halloween Costume Events (MS: 1,3)
- 17) Conducted monthly School Site Council Meetings (MS: 1,2,3,4)
- 18) Production and distribution of Hillcrest Welcome Back Video (MS: 1,3)
- 19) Virtual Back-To-School Nights (MS: 1,2,3)
- 20) Hybrid Parent/Teacher Conferences (MS: 1,2,3)
- 21) Revised and updated registration application, on-line and hard copy access (MS: 3)
- 22) Alexis Grimm and Megan Gorman secure donations from Sebastopol Rotary to purchase Night Vision Video Camera to observe Steelhead hatching activity (MS: 1,2,3,4)
- 23) Jackie Jex-Lewis and Colleen Clements secure grants from Sebastopol Rotary for classroom mathematics supplies and digital pens (MS: 1,2,3,4)
- 24) "Parenting Through COVID" parent education presentation (MS: 1,3)
- 25) Suicide Prevention presentations for students and parents from Sage Casey Foundation (MS: 1,3)

2021/2022 Committee Activities

In addition to established committees, several additional committees and subcommittees were created for planning and implementing activities and work plans due to the suspension of in-person instruction. (*Board Member Participation, **Board Members invited to participate)

<u>Committee</u>	<u>Meeting Dates</u>
Climate Committee**	10/25, 11/22, 12/15
Site Council	8/25, 9/22, 10/27, 11/16
Negotiations*	8/11, 8/13, 9/14, 9/27, 10/6, 10/7, 10/8, 10/11, 10/18, 10/21, 10/26, 11/2, 11/8, 11/16, 12/3
SEL Planning & Presentations	8/10, 8/16, 11/17
Racial Justice*	8/3, 9/2, 10/20, 11/4, 11/15, 11/22, 12/13
Hillcrest Heat Mitigation*	7/1, 7/8, 7/22, 7/29, 8/12, 8/13
Governance*	8/4
Facilities Masterplan*	7/22, 9/21, 10/26, 11/30
Portable Inspection**	6/14

Checks Dated 12/01/2021 through 12/31/2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1869147	12/03/2021	Gorman, Megan K	03-4310	Reimb. Drawing Tablet/Mouse		85.98
1869148	12/03/2021	ACSIG	01-9573	Employee's Dental Plan Coverage 2021-22		10,020.00
1869149	12/03/2021	Calif Dept of Parks and Rec	03-5826	Sonoma Mission/General Vallejo Home		160.00
1869150	12/03/2021	CalPERS Cash & Payment Processing Unit	01-9572	Employee's CalPERS Health Plan Coverage 2021-22		48,568.49
1869151	12/03/2021	Demco, Inc.	01-4390	Library Supplies-Gravenstein	4.22	
			03-4390	Library Supplies-Gravenstein	48.55	52.77
1869152	12/03/2021	Dept. of Industrial Relations Payment Processing Center	01-5830	Gravenstein Elevator Permit 2021	10.00	
			03-5830	Gravenstein Elevator Permit 2021	115.00	
			04-5830	Hillcrest Elevator Permit 2021	125.00	250.00
1869153	12/03/2021	Juvo	04-5830	Autism and Behavioral Health Services-2021-22		2,403.56
1869154	12/03/2021	myDevices, Inc.	04-5800	CO2 Sensors Maintenance-District		152.00
1869155	12/03/2021	Pacific Gas & Electric	01-5520	Light Poles at Grav Elem 2021-22	1.39	
			03-5520	Light Poles at Grav Elem 2021-22	16.01	17.40
1869156	12/03/2021	Pitney Bowes Global Financial	01-5600	Postage Machine Lease Rental 2021-22	9.26	
			03-5600	Postage Machine Lease Rental 2021-22	111.17	
			04-5600	Postage Machine Lease Rental 2021-22	64.85	185.28
1869157	12/03/2021	Ron Blair Signs	04-4310	Athletics- Banners		113.38
1869158	12/03/2021	School Specialty	01-4310	Gravenstein Playground Balls	9.76	
			03-4310	Gravenstein Playground Balls	112.20	
			03-4440	Replacement Headphones- Debolt	571.93	693.89
1869159	12/03/2021	The Critical Thinking Co	04-4310	Mathematical Reasoning-Book	34.06	
				Unpaid Tax	2.12-	31.94
1869160	12/03/2021	Verizon	12-4440	Verizon-BTB Phones		62.99
1869161	12/03/2021	Vision Service Plan	01-9574	Employee's Vision Plan Coverage 2021-22		2,659.80
1869806	12/08/2021	Randy Merian	04-5880	Flag Football 11/23/2021		40.00
1869807	12/08/2021	Office Depot	01-4310	Class Supplies-Grav/HMS	7.98	
			01-4350	District Office Supplies	3.69	
				HMS Office Supplies	5.70	
			03-4310	Adjustable Desk- Triunovic	325.49	
				Class Supplies-Grav/HMS	114.96	
				Class Supplies-Tomsky/Basque	87.40	
			03-4350	District Office Supplies	44.93	
				HMS Office Supplies	68.31	
			04-4310	Class Supplies - Baird	75.45	
				Class Supplies - Clements	60.00	

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Checks Dated 12/01/2021 through 12/31/2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1869807	12/08/2021	Office Depot		Class Supplies - Cole	109.20	
				Class Supplies - McDowell	54.46	
				Class Supplies - Sporrer	282.41	
				Class Supplies -Helton	147.72	
				Class Supplies-Grav/HMS	48.99	
				Portable Speaker- PE HMS	129.10	
				04-4350 District Office Supplies	6.34	
		HMS Office Supplies	67.22	1,639.35		
1869808	12/08/2021	Lonnie VanZandt	04-5880	Football Referee 11/23/2021		40.00
1869809	12/08/2021	Van Dyke, Kory L		01-4310 Voice Amplifier	500.00	
				03-4310 Voice Amplifier	292.05	792.05
1869810	12/08/2021	Clements, Colleen M	04-4390	Kindness Reward		196.65
1869811	12/08/2021	Carey, Paul R		01-4310 STEM Supplies	7.30	
				03-4310 STEM Supplies	83.99	91.29
1869812	12/08/2021	Ally Technology Consulting LLC		01-5840 IT Consultant 2021-22	162.50	
				03-5840 IT Consultant 2021-22	1,950.00	
				04-5840 IT Consultant 2021-22	1,137.50	3,250.00
1869813	12/08/2021	Carolyn Bischof		01-5830 Contractor Providing Training for CBO	32.50	
				03-5830 Contractor Providing Training for CBO	390.00	
				04-5830 Contractor Providing Training for CBO	227.50	650.00
1869814	12/08/2021	Clover-Stornetta Farms Inc.	13-4700	Milk Purchases 2021-22		399.00
1869815	12/08/2021	Counterpoint Construction Services, Inc.		40-5830 Admin Portable	2,780.00	
				40-6200 Facilities Project Management Services	1,690.00	4,470.00
1869816	12/08/2021	Mirimus, Inc.		01-5840 Covid-19 DistrictTesting 2021-22	692.80	
				03-5840 Covid-19 DistrictTesting 2021-22	8,313.60	
				04-5840 Covid-19 DistrictTesting 2021-22	4,849.60	13,856.00
				01-5520 Electric and Gas for 2021-22 @ Gravenstein	304.87	
1869817	12/08/2021	Pacific Gas & Electric		03-5520 Electric and Gas for 2021-22 @ Gravenstein	1,727.59	
				04-5520 Electric and Gas for 2021-22 @ Hillcrest	1,203.13	3,235.59
				01-5633 Copier Contract Charges 2021-22		1,956.06
1869818	12/08/2021	Ray Morgan Company	01-5560	Recology-Gravenstein 2021-22	71.24	
1869819	12/08/2021	Recology Sonoma Marin		03-5560 Recology-Gravenstein 2021-22	867.39	
				04-5560 Recology-Hillcrest 2021-22	660.67	1,599.30
				01-5200 Workshop- Implementing Universal TK		390.00
1869820	12/08/2021	School Services Of California	01-5200	Workshop- Implementing Universal TK		390.00
1869821	12/08/2021	U.S. Bank Equipment Finance		01-5631 Copier Lease for Schools and DO for 2021-22	35.29	

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Checks Dated 12/01/2021 through 12/31/2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1869821	12/08/2021	U.S. Bank Equipment Finance	03-5631	Copier Lease for Schools and DO for 2021-22	423.38	
			04-5631	Copier Lease for Schools and DO for 2021-22	246.96	705.63
1871335	12/15/2021	U.S. Bank Corporate Payment	01-4362	Dist Fuel	11.02	
				Maint. Supplies	46.16	
			01-4370	Amazon-Soap Refill -Grav	4.21	
			01-4390	Amazon-Soap Refill -Grav	4.21	
			01-5800	My Devices	7.60	
			03-4362	Dist Fuel	132.29	
				My Devices	91.20	
			03-4370	Custodial Supply	48.37	
			03-4380	Maint. Supplies	533.50	
			03-4390	Amazon-Soap Refill	48.37	
			04-4362	Dist Fuel	77.17	
			04-4370	Custodial Supply	65.09	
			04-4380	Maint. Supply	310.34	
			04-5800	My Devices	53.20	
			13-4400	Kitchen Shelves	325.16	1,757.89
1871336	12/15/2021	Mindy Marano	03-4310	Garden Supplies		41.59
1871337	12/15/2021	Clements, Colleen M	04-4310	Reimbursement Flocabulary		96.00
1871338	12/15/2021	Otterson, Aimee	03-4310	Reimb. Class Activities		54.48
1871339	12/15/2021	Baird, Elizabeth A	04-4310	Crafting Enrichments		76.91
1871340	12/15/2021	Barrera, Alicia E	03-4310	Craft Supplies-Reimbursment		29.61
1871341	12/15/2021	Clover-Stornetta Farms Inc.	13-4700	Milk Purchases 2021-22		315.00
1871342	12/15/2021	Gopher Sport, Play With a Purpose	01-4310	PE Equipment-Carey		63.40
1871343	12/15/2021	Trivunovic, Beth	03-4310	Reimb. Class Project	77.99	
				Reimb.Nutcracker Musical Supply	140.81	218.80
1871344	12/15/2021	Byrne, Kathleen N	04-4310	Reimb. Motivational Prizes		56.16
1871345	12/15/2021	Powell, Lynn	12-4390	Reimb.BTB		24.81
1871346	12/15/2021	All-Guard Alarm Systems, Inc	03-5800	Alarms-Hillcrest & Gravenstein 2021-22 SY	40.97	
			04-5800	Alarms-Hillcrest & Gravenstein 2021-22 SY	29.03	70.00
1871347	12/15/2021	American Storage LLC	01-5830	Storage Container for Gravenstein USD	12.00	
			03-5830	Storage Container for Gravenstein USD	138.00	150.00
1871348	12/15/2021	AT&T Calnet 3	01-5911	Gravenstein AT&T CALNET 3 Charges 2021-22	106.62	
			03-5911	Gravenstein AT&T CALNET 3 Charges 2021-22	604.19	

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Checks Dated 12/01/2021 through 12/31/2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1871348	12/15/2021	AT&T Calnet 3	04-5911	Hillcrest AT&T CALNET 3 Charges 2021-22	76.54	787.35
1871349	12/15/2021	Clover-Stornetta Farms Inc.	13-4700	Milk Purchases 2021-22		98.00
1871350	12/15/2021	Fishman Supply Company	01-4370	District Wide Custodial Supplies	36.67	
				Vacuums for Grav. and HMS	2.29	
			01-4400	Vacuums for Grav. and HMS	19.67	
			03-4370	District Wide Custodial Supplies	439.97	
				Vacuums for Grav. and HMS	29.79	
			03-4400	Vacuums for Grav. and HMS	186.85	
			04-4370	District Wide Custodial Supplies	256.65	
				Vacuums for Grav. and HMS	13.76	
			04-4400	Vacuums for Grav. and HMS	186.89	1,172.54
1871351	12/15/2021	Pitney Bowes Postage By Phone	01-5950	Postage for postage machine	4.74	
			03-5950	Postage for postage machine	56.82	
			04-5950	Postage for postage machine	33.15	94.71
1871352	12/15/2021	Read Naturally Inc	01-4310	Read Naturally Program	42.65	
			03-4310	Read Naturally Program	818.82	
			04-4310	Read Naturally Program	298.53	1,160.00
1871353	12/15/2021	Redwood Pediatric Therapy Asso	03-5811	OT/Consult Svcs for Students-Grav		1,530.51
1871354	12/15/2021	School Specialty	01-4440	Replacement Headphones- Grav & HMS	4.44	
			03-4440	Replacement Headphones- Grav & HMS	53.33	
			04-4440	Replacement Headphones- Grav & HMS	31.11	88.88
1871355	12/15/2021	Stephen Roatch Accountancy	01-5821	2020-21 Audit Contract	392.00	
			03-5821	2020-21 Audit Contract	4,704.00	
			04-5821	2020-21 Audit Contract	2,744.00	7,840.00
1871356	12/15/2021	Weeks Drilling & Pump Co. Inc.	01-5530	Gravenstein Elem Water Service for 2021-22	38.00	
			03-5530	Gravenstein Elem Water Service for 2021-22	437.00	
			04-5530	Hillcrest Water Service for 2021-22	502.66	977.66
1872609	12/22/2021	Mindy Marano	03-4310	Reimb. Garden Grant		23.98
1872610	12/22/2021	Gorman, Megan K	03-5826	Reimb. Sugarloaf FT Food	487.79	
				Reimb. Sugarloaf Private Event-2	500.00	987.79
1872611	12/22/2021	Oakley, Barbara A	03-4310	Reimb. LLab Craft Project		74.71
1872612	12/22/2021	Clements, Colleen M	01-4310	Reimb. Rotary -Stylus Pens		243.72
1872613	12/22/2021	Johnson, Heather L	04-4310	reimburse Craft Suplies		190.74
1872614	12/22/2021	Martinez, Rocio E	04-5201	Mileage Reimbursement		60.03
1872615	12/22/2021	Gasperoni, Bethany I	12-4390	Reimb.BTB Supplies		82.09
1872616	12/22/2021	BRANDCONNEX,LLC	01-4390	School Plaques	45.43	

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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.

ESCAPE ONLINE

Checks Dated 12/01/2021 through 12/31/2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1872616	12/22/2021	BRANDCONNEX,LLC	03-4390	School Plaques	545.10	
			04-4390	School Plaques	199.47	790.00
1872617	12/22/2021	CalPERS Cash & Payment Processing Unit	01-9572	Employee's CalPERS Health Plan Coverage 2021-22		51,499.51
1872618	12/22/2021	Clover-Stornetta Farms Inc.	13-4700	Milk Purchases 2021-22		240.00
1872619	12/22/2021	John Elze	04-5880	Girls Basketball		40.00
1872620	12/22/2021	Equity First Consulting LLC	01-5200	Equity First Consulting	241.38	
			01-5830	Equity First Consulting	108.62	
			03-5200	Equity First Consulting	2,896.55	
			03-5830	Equity First Consulting	1,303.45	
			04-5200	Equity First Consulting	1,689.66	
			04-5830	Equity First Consulting	760.34	7,000.00
1872621	12/22/2021	Fishman Supply Company	01-4370	Paper Towels for Hillcrest and Gravenstein	27.46	
			03-4370	Paper Towels for Hillcrest and Gravenstein	331.27	
			04-4370	Paper Towels for Hillcrest and Gravenstein	190.33	549.06
1872622	12/22/2021	Focused Behavioral Solutions	04-5830	Focused Behavioral Solutions		566.00
1872623	12/22/2021	FRC, Inc.	40-6200	Hillcrest Heat Mitigation, HVAC		9,052.14
1872624	12/22/2021	Grainger Inc.	01-4370	Faucet for Grav	29.56	
			03-4370	Faucet for Grav	328.49	358.05
1872625	12/22/2021	Jack Schreder & Associates, In c.	40-5830	School Facilities Program 2021-22		1,942.50
1872626	12/22/2021	KONE Inc	04-5830	Repair of Wheelchair lift at Hillcrest		1,160.00
1872627	12/22/2021	Office Depot	01-4310	Class	18.11	
				Supplies-Crandall/Pugno/Dellosa/Haas		
			01-4370	Trash Cans for Gravenstein	8.75	
			03-4310	Class Supplies - Johnson/Mattish	13.81	
				Class Supplies -Multi Teachers	108.66	
				Class	175.30	
				Supplies-Crandall/Pugno/Dellosa/Haas		
			03-4370	Trash Cans for Gravenstein	100.62	
			04-4310	Class Supplies - Johnson/Mattish	156.65	
				Class Supplies - Reed	96.02	
				Class Supplies -Multi Teachers	77.74	755.66
1872628	12/22/2021	Riverside Insights	01-4310	Woodcock Johnson-Oakley/Colley	40.68	
			03-4310	Woodcock Johnson-Oakley/Colley	488.10	
			04-4310	Woodcock Johnson-Oakley/Colley	284.73	813.51
1872629	12/22/2021	SyTech Solutions	01-5830	Document Management Services 2021-22	13.32	
			03-5830	Document Management Services 2021-22	93.28	
			04-5830	Document Management Services 2021-22	159.90	266.50

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ESCAPE ONLINE

Checks Dated 12/01/2021 through 12/31/2021

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1872630	12/22/2021	West County Transportation	04-5826	Bus Trans -6th Grade -Westminster Woods		412.22
1872631	12/22/2021	Antolik, Elise K	01-5869	Staledated		143.31
1872632	12/22/2021	Clement, Kadie L	01-4310	Reimb.First Grade Curriculum	43.00	
			03-4310	Reimb.First Grade Curriculum	43.00	86.00
1872633	12/22/2021	Perez-Atwell, Eva A	01-4440	Reimb. Voice Amplifier Collar Clips	7.80	
			03-4440	Reimb. Voice Amplifier Collar Clips	89.76	97.56
1872634	12/22/2021	Deeths, William H	01-4355	Reimb. Food for Meeting	77.40	
			04-4310	Reimb. Blue Feather Rewards	188.53	265.93
1872635	12/22/2021	BULK BOOKSTORE	04-4210	Books -LA HMS Garson		332.99
1872636	12/22/2021	Fishman Supply Company	01-4390	Gravenstein- Custodial Supplies	20.53	
			03-4390	Gravenstein- Custodial Supplies	252.89	273.42
1872637	12/22/2021	Grainger Inc.	04-4370	Furnace Filters for HMS		228.89
1872638	12/22/2021	Luther Burbank Ctr Fr The Arts	01-5200	Prof. Dev.- "ACE's Training"	4.50	
			03-5200	Prof. Dev.- "ACE's Training"	54.00	
			04-5200	Prof. Dev.- "ACE's Training"	31.50	90.00
1872639	12/22/2021	School Specialty	03-4310	Various Projects- Rose/Trivunovic		41.77
1872640	12/22/2021	Sonoma County Office Of Ed.	01-4350	Service Aler Stickers- HMS and Grav	2.17	
			03-4350	Service Aler Stickers- HMS and Grav	26.04	
			04-4350	Service Aler Stickers- HMS and Grav	15.19	43.40
Total Number of Checks					85	194,184.18

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Fund Recap

Fund	Description	Check Count	Expensed Amount
01	General Fund	45	118,823.78
03	Gravenstein Elementary Charte	47	34,126.96
04	Hillcrest Middle Charter	45	24,223.87
12	Child Development Fund	3	169.89
13	Cafeteria Fund	5	1,377.16
40	Special Reserve-capital Proj	3	15,464.64
Total Number of Checks		85	194,186.30
Less Unpaid Tax Liability			2.12
Net (Check Amount)			194,184.18

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.



Gravenstein Union School District
December Payroll Report
January 2022 Regular Board Meeting

Certificated Salary & Benefits

Regular Payroll	\$ 415,064.35
Supplemental Payroll	\$ 7,790.46

Certificated Salary & Benefits

Regular Payroll	\$ 147,466.95
Supplemental Payroll	\$ 5,308.13

Total December Salary & Benefits

\$ 575,629.89

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.

GRAVENSTEIN UNION SCHOOL DISTRICT

3840 TWIG AVENUE
SEBASTOPOL, CA 95472

Board of Education

Special Meeting Minutes - [Zoom link](#)

DATE: Tuesday, October 5, 2021
TIME: 6:00 PM
LOCATION: Gravenstein Elementary, Multipurpose Room

I. CALL TO ORDER

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

Meeting called to order at 6:03pm all members present

II. ADOPTION OF THE AGENDA

Approval of the agenda for October 5, 2021 (2 min.)

Action taken/comments

Motion _____ Second _____

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

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.

No public comments

IV. CONSENT AGENDA (2 min.)

ACTION ITEM

A. (p.1) Memorandum of Understanding with West County Union High School District for Credentialed School Nurse Services

Motion to approve consent agenda as written.

Motion _____ PL _____ Second _____ JM _____

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

V. GENERAL ACTION ITEMS

A. (p.4) Board Meeting Format (10 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 Trustee attendance preferences going forward and determine whether or not to make this a standing agenda item until this provision of AB 361 expires.

Recommended motion: No recommendation at this time.

Action taken/comments

Patrick asked for clarification about what counts as an Emergency and how it is decided if we would meet virtually.

motion to continue virtual meeting format per AB361

Motion _____ GA _____ Second _____ AK _____

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

B. (p.9) Board Bylaw 9121 (2 min.)

Situation: GUSD took action to amend Board Bylaw 9121, in October of 2020, that excluded the Board President from participating in labor negotiations. The unintended consequence of that amendment is that if the current Board President also happens to be an experienced negotiator or whose expertise would benefit the district during labor negotiations, the district would not be allowed to benefit from that person’s participation in the process. This item was pulled from the September 14, 2021 agenda.

Plan: GUSD administration consulted with John Laughlin, Associate Superintendent of Human Resources for the Sonoma County Office of Education on this issue. He shared with us that the district could cite the unintended consequences of the amendment and in fairness to all Board Members the district could remove the limiting language. In order to remedy this situation and allow GUSD to utilize all resources available during such an important process, the Board could remove this restriction from BB 9121.

Recommended motion: To remove the sentence “The Board Member elected to the role of Board President shall be excluded from any labor negotiations representing the Board during their tenure as President” from BB 9121.

Action taken/comments

Patrick Lei suggested that if the board president is part of the negotiations we should include another board member

JK doesn't feel that the language of this is representative of what the board wanted

GA feels it is covered under bylaw 9100. Feels we should have two board members on the negotiations committee

AK - Plan: Pending Board approval, the agenda for the annual organizational meeting will be expanded to include an Action Item for the board to establish a GUSD Negotiating Team of no less than two board members for the upcoming calendar year.

Discussion changed to focus on the Board President term limit

JK Doesn't think we should remove the term limits, because we set them for a very good reason. We don't want to have one person who will have all the knowledge so that a vacuum is caused when that person leaves.

Patrick is also not in favor of removing the terms.

Jeri McNeill doesn't want to “lift it” for the same reason.

AK proposes looking at the term limits at a later time. Feels 2 years is two short of an amount of time.

It was decided that the Board limits discussion would be held during the December organizational meeting.

Motion to remove the sentence “The Board Member elected to the role of Board President shall be excluded from any labor negotiations representing the Board during their tenure as President” from BB 9121

Motion _____ PL _____ Second _____ JK _____

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

C. (p.11) Board Bylaw 9100 (5 min.)

Situation: The Board has requested an addition to Board Bylaw 9100 that will empower the Board, on an annual basis, to determine the membership of the GUSD Negotiations Team.

Plan: Pending Board approval, the agenda for the annual organizational meeting will be expanded to include an Action Item to establish the GUSD Negotiating Team for the upcoming calendar year.

Recommended motion: None at this time.

Action taken/comments

Motion to add to Board Bylaw 9100 Action Item for the board to establish a GUSD Negotiating Team to include two members for the upcoming calendar year.

Motion _____ JK _____ Second _____ JM _____

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

VI. PUBLIC COMMENT ON ITEMS IN CLOSED SESSION

No Comments

Adjourn to closed session at 6:35pm

VII. ADJOURNMENT TO CLOSED SESSION (120 min.)

A. Board Retreat to review Annual Goals and Budget Reserves

Board returned to open session at 8:08pm with nothing to report and adjourned the meeting at 8:09pm

VIII. FUTURE BOARD MEETINGS

- A. October 12, 2021 at 5pm**
- B. November 9, 2021 at 5pm**
- C. December 14, 2021 at 5pm**

IX. 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, August 24, 2021
TIME: 6:00 PM
LOCATION: Gravenstein Elementary, Multipurpose Room

I. CALL TO ORDER

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

Meeting called to order at 6:00pm. All Board members present except Alexander Kahn

II. ADOPTION OF THE AGENDA

Approval of the agenda for August 24, 2021 (2 min.)

Action taken/comments:

Motion _____ Second _____

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

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. ACTION ITEM

A. Purchase of COVID-19 Test Kits and lab test services from Mirimus Inc. and contract for test sample processing with Return To Work (RTW) Services (5 min.)

Situation: GUSD has started the process of transitioning to a new COVID-19 surveillance test system. Due to a high demand for testing materials, our new test system provider has informed us that test materials will not be available until the week of August 30. Due to the current county positivity rate, it is important that we conduct a round of surveillance testing as soon as possible.

Plan: Pending Board approval, staff will purchase testing materials and contract for sample processing so that a round of surveillance testing is completed ASAP.

Recommended Motion: For the Board to approve the purchase of test supplies and contract costs for sample processing, not to exceed \$30,000.

Motion _____ JM _____ Second _____ JK _____

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

Alexander Kahn arrived at 6:06pm

Dave Rose informed the Board that he would be on vacation September 2-3, 2021 and Keri Pugno would stand in for him.

Moved to Closed session at 6:07pm

V. CLOSED SESSION

A. Employee Evaluation

The Board will meet to discuss the Superintendent's evaluation.

Returned to open session at 6:44pm nothing to report

VI. FUTURE BOARD MEETINGS

- A. September 14, 2021 at 5pm**
- B. October 12, 2021 at 5pm**
- C. November 9, 2021 at 5pm**

VII. ADJOURNMENT

Meeting Adjourned at 6:45pm

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.

compensation for any days of absence for the above purposes shall not be in excess of nor less than, his/her regular pay.

11.3.7. Industrial Accidents and Illness Leave

Members of the bargaining unit who sustain an injury or illness arising directly out of and in the course and scope of their employment shall be eligible for a maximum of sixty (60) working days paid leave in any one fiscal year. This leave shall not be accumulated from year to year. Such leave will commence on the first day of absence.

11.3.8. Leave Requests

Unit members may apply for *long-term* leaves. In the request, the unit member should specify whether they are requesting a paid or unpaid leave, *benefits of the leave for the unit member and the District*, the duration of the leave and the reason. The Board shall act on the request no later than at the next regularly scheduled meeting of the Board of Trustees. *A long-term leave request is for a maximum of twelve (12) months. The request shall be made by February 15 for the following school year.*

11.3.9. Catastrophic Sick Leave

11.3.9.1. Definition: Catastrophic leave is a paid leave of absence due to a verifiable, long term illness or injury, which disables the unit member for more than twenty days.

11.3.9.2. Coverage: Unit members shall be eligible for such leave due to their own serious illness/injury or the serious injury/illness of an immediate family member, defined as spouse, parent, sibling, or child.

11.3.9.3. Unit members must exhaust all accrued sick leave, but not differential, before qualifying for Catastrophic Leave.

11.3.9.4. Catastrophic Leave taken by an employee shall be counted against a bank of days specifically donated by other unit members on behalf of the affected unit member. Unit members will be limited to a maximum of ten Catastrophic Leave days per school year or the number of days available in the bank, if fewer than ten are banked. Unit members donating sick leave days must donate whole days.

11.3.9.5. Participants who have exhausted sick leave, but still have differential leave available are eligible for a withdrawal from the Catastrophic Leave Bank. The District shall pay the Participant full pay and the Bank shall be charged one-half (1/2) day.

11.3.9.6. Any banked sick leave days not utilized shall remain in the bank.

CHRISTINA I. URMINI

October 20, 2020

Mrs. Keri Pugno
Principal
Gravenstein Union School District
3840 Twig Avenue
Sebastopol, CA 95472

Dear Mrs. Pugno,

This letter is to inform you and the District that due to an unexpected change in my family's circumstances, that has lead our family to decide to relocate at the end of the year. At the beginning of the school year my husband was offered a new job opportunity in Oregon. Unfortunately, it was already when the school year had started, and we were unable to plan accordingly. We were hoping to make a dual household feasible past harvest, but it has caused many stressors in my children to be away from their father, as well as the stress of being a single working parent. We have decided to relocate temporarily to Oregon to see if this job venture is best for our family's future. I am requesting a temporary leave from my position as a fifth-grade teacher for the remainder of the 2021-2022 school year starting after Winter Break.

This is an extremely difficult decision as I also have struggled with this decision as it impacts my current students and their fifth grade year. I have valued my fifth grade teaching team as close friends, my colleagues, but also the Gravenstein community that I have been a part of for the past eight years. This decision does not come lightly but due to the living conditions and demands I have been under, it has impacted my ability to be a good parent to my children.

I understand that I will need to submit my intent to return for the 2022-2023 school year by February 15th, 2022; and I hope that we will be able to figure out our family's future by that point.

Thank you and best regards,



Mrs. Christina I. Urmini

cc:

Mr. Dave Rose, GUSD Superintendent
Mrs. Kate Anderson, GUSD CBO



Leave of Absense

1 message

Wed, Oct 27, 2021 at 3:23 PM

Katie Anderson <kanderson@grav.k12.ca.us>
To: Christina Urmini <curmini@grav.k12.ca.us>
Cc: Dave Rose <drose@grav.k12.ca.us>, Keri Pugno <kpugno@grav.k12.ca.us>

Hi Christina,

My apologies for not having all your questions answered during our meeting. Since your leave of absence is not covered under FMLA or CPFL, you will not go into a sub differential pay status. Your leave of absence is considered unpaid. You have the option of using your sick leave to keep you in a paid status up until that bank of leave is exhausted. Currently, you have **20.4289 days** of sick leave. After the 20.4289 days are used, you will no longer receive a paycheck.

Concerning Benefits: you have the option to continue with the health benefits administered by the district that you are currently signed up for, but you will be responsible for paying 100% of the cost of the premium. You indicated in the meeting that you do not want to continue on your currently elected benefits.

Concerning, Deferred Net Pay; you have signed up for DNP which takes a portion of your current earnings to pay you out in June - giving you a 12 paycheck. Since you are going on an unpaid LOA, we will issue your DNP check during the last month in which you will be compensated. Since you will not be working 11 pay periods, DNP will be issued in the last period of final earnings on the supplemental cycle.

Concerning retirement service credit; we did not cover this piece, but I wanted to make you aware that since you are living on an unpaid LOA mid-year, you will not be earning a full year of service credit. I would contact [STRS](#) to better understand how this parcel year will affect your retirement earnings. You do have the option of applying your current sick leave towards service credit hours. Let me know if you would like to pursue that option.

Please let me know if you have an further questions,
Thanks Christina

Katie Anderson

Chief Business Official
Gravenstein Union School District
P: 707-823-7008 ext: 210

December 30, 2021

Dear Mr. Rose,

I would like to express my deep appreciation for the Gravenstein Union School District and the time that I have been fortunate enough to be employed here. Due to my husband being transferred to Portland, Oregon, I would like to request a leave of absence beginning January 18, 2022 through June 3, 2022. I would like to use my sick leave balance to remain on paid status during my leave. I would like to leave any remaining sick leave balance days after June 3, 2022 with the district and apply them towards my retirement when I retire. Again, I am very grateful for my time spent with the Gravenstein Union School District.

Sincerely,



Shannon DeBolt



**RECORDING REQUESTED BY
AND WHEN RECORDED MAIL TO:**

Gravenstein Union School District
3840 Twig Ave
Sebastopol, CA 95472
Attention: Superintendent

**Recording Fee:
Exempt under Section 6103 of the Government Code**

TERMINATION AGREEMENT AND QUIT CLAIM DEED

THIS TERMINATION AGREEMENT AND QUIT CLAIM DEED (this "Agreement") dated as of January 11, 2021, is entered by and between the Gravenstein Union School District, a political subdivision duly organized and existing under and by virtue of the laws of the State of California (the "District"), and FRC, Inc. (the "Contractor").

WITNESSETH

WHEREAS, District and Contractor entered into a Lease-Leaseback Agreement, approved by the District's Board of Education on June 15, 2021, as amended ("Lease-Leaseback Agreement") for the construction of the Hillcrest Middle School Heat Mitigation Project – Phase One ("Project"), located at 725 Bloomfield Road, as described in Exhibit A hereto and incorporated herein ("Project Site");

WHEREAS, under the terms of the Lease-Leaseback Agreement the District leased the Project Site to the Contractor for the construction of the Project and the District leased back the Project from the Contractor and was obligated to make lease payments to the Contractor for the lease of the Project;

WHEREAS, the District has paid its Project obligations in full which were secured by the lease payments payable under Phase One of the Lease-Leaseback Agreement by triggering its buyout option to the Contractor and the District has paid all other amounts due or to become due with respect to Phase One of the Lease-Leaseback Agreement;

WHEREAS, upon such payment in full, title to the Project leased under the Lease-Leaseback Agreement is to vest in the District and Phase One of the Lease-Leaseback Agreement is to terminate immediately upon such payment; and

NOW THEREFORE, in consideration of the mutual covenants herein contained and for other valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the District and the Contractor do hereby agree as follows:

1. Termination of Lease-Leaseback Agreement. The District and the Contractor do hereby unconditionally terminate Phase One of the Lease-Leaseback Agreement which pertains

to that certain real property defined above as the Project Site, as more particularly described in the Lease-Leaseback Agreement and incorporated herein by reference. The District and the Contractor agree that the District has fulfilled its obligations under Phase One of the Lease-Leaseback Agreement and fee title to the Project and the Project Site leased thereunder is to vest in the District. The Contractor and its successors and assigns shall be released from all obligations and liabilities as to the Project Site and Phase One of the Lease-Leaseback Agreement, whether arising or accruing prior to or following the date hereof, except for warranty, guarantee and latent defect obligations to the District.

2. Quitclaim. The Contractor does hereby remise, release and forever quitclaim the Project Site and the Project to the District.

3. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of California.

4. Counterparts. This Agreement shall become effective upon the execution and delivery hereof by the parties hereto and may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

ACCEPTED AND AGREED on the first date indicated above.

GRAVENSTEIN UNION SCHOOL DISTRICT

FRC, INC.

By:

By:

Name: Dave Rose
Title: Superintendent



Name: Frank Ruggirello
Title: President & Owner

EXHIBIT A

PROPERTY DESCRIPTION

Attached is the Legal Description for:

Hillcrest Middle School
725 Bloomfield Road
Sebastopol, CA 95472
APN: 063-240-024-000

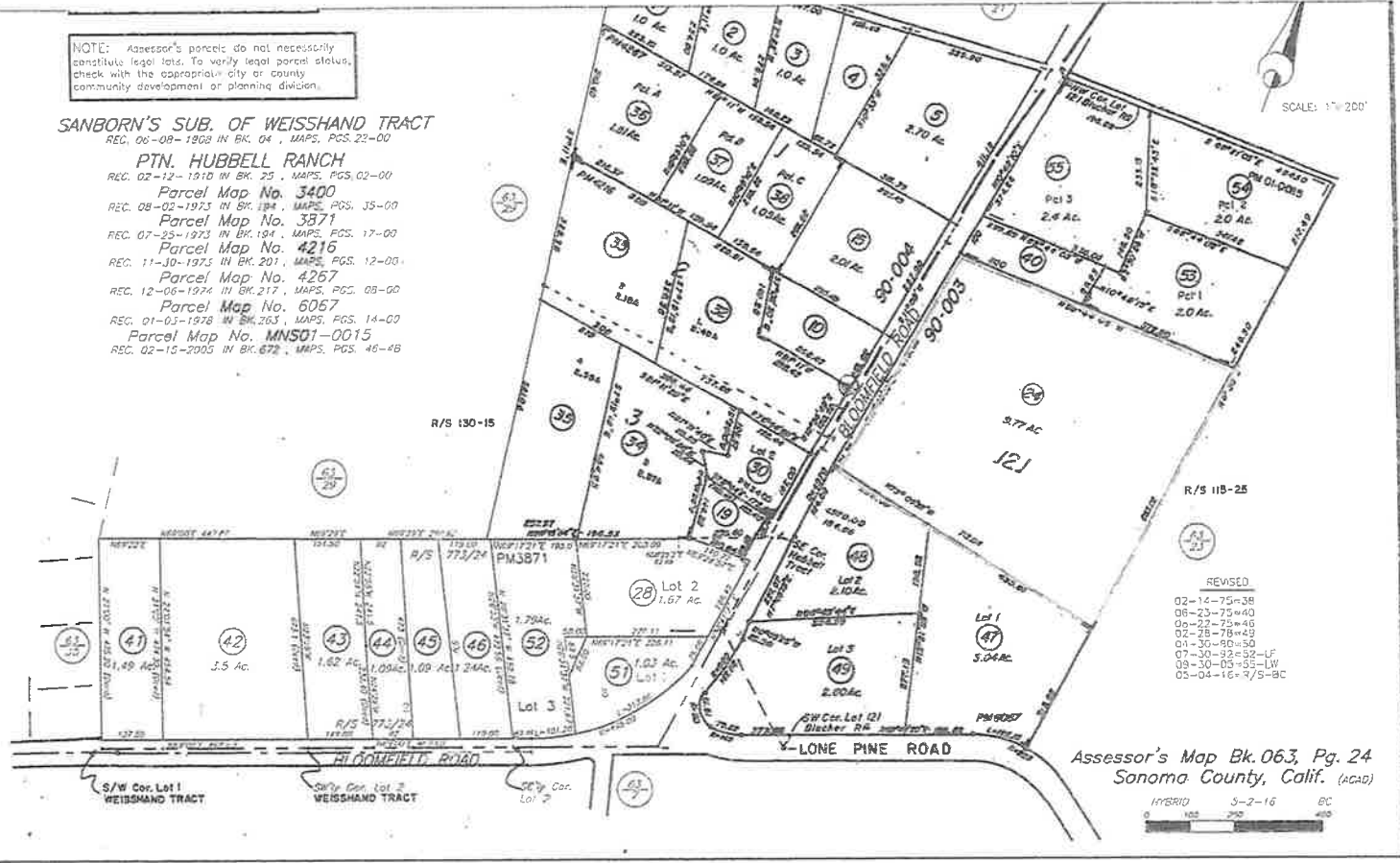
Legal Description

1970 FORM 63-240-18 PT TO CO FOR RD OR 2438-955

NOTE: Assessor's parcels do not necessarily constitute legal lots. To verify legal parcel status, check with the appropriate city or county community development or planning division.

SANBORN'S SUB. OF WEISSHAND TRACT
 REC. 06-09-1908 IN BK. 04, MAPS, PGS. 23-00

- PTN. HUBBELL RANCH**
 REC. 02-12-1910 IN BK. 25, MAPS, PGS. 02-00
Parcel Map No. 3400
 REC. 08-02-1923 IN BK. 194, MAPS, PGS. 35-00
Parcel Map No. 3871
 REC. 07-25-1923 IN BK. 194, MAPS, PGS. 17-00
Parcel Map No. 4216
 REC. 11-30-1923 IN BK. 201, MAPS, PGS. 12-00
Parcel Map No. 4267
 REC. 12-06-1924 IN BK. 217, MAPS, PGS. 08-00
Parcel Map No. 6057
 REC. 01-03-1928 IN BK. 263, MAPS, PGS. 14-00
Parcel Map No. MNS01-0015
 REC. 02-15-2005 IN BK. 672, MAPS, PGS. 46-48



CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

CIVIL CODE § 1189

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
County of Sonoma)

On 1-6-22 before me, Gina Tomrose, Notary Public
Date Here Insert Name and Title of the Officer

personally appeared Frank Ruggirello
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.



Signature Gina Tomrose
Signature of Notary Public

Place Notary Seal Above

OPTIONAL

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: _____ Document Date: _____
Number of Pages: _____ Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____
 Corporate Officer -- Title(s): _____
 Partner -- Limited General
 Individual Attorney in Fact
 Trustee Guardian or Conservator
 Other: _____
Signer Is Representing: _____

Signer's Name: _____
 Corporate Officer -- Title(s): _____
 Partner -- Limited General
 Individual Attorney in Fact
 Trustee Guardian or Conservator
 Other: _____
Signer Is Representing: _____

CERTIFICATE OF ACCEPTANCE

This Acceptance dated as of January 11, 2022, is executed by the Gravenstein Union School District, a public school district duly organized and existing under and by virtue of the laws of the State of California (the "District").

In consideration of the covenants contained in the Termination Agreement and Quit Claim Deed and for other valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the District hereby accepts that certain real property and facilities located in the County of Sonoma, California, as more particularly described in that certain Termination Agreement and Quit Claim Deed dated as of the date hereof, by and between the District and FRC, Inc..

IN WITNESS WHEREOF, the District has executed this Acceptance as of the date first written above.

GRAVENSTEIN UNION SCHOOL DISTRICT

By: _____
Name: Dave Rose, Superintendent

CalRecycle Grants and Payment Program Resolution: 220111-01

Resolution of the Gravenstein Union School District authorizing submittal of application(s) for all CalRecycle Grant and Payment Programs for which Gravenstein Union School District is eligible

Whereas, Public Resources Code sections 48000 et seq., 14581, and 42023.1(g), authorize the Department of Resources Recycling and Recovery (CalRecycle) to administer various grant and payment programs in furtherance of the State of California's (state) efforts to reduce, recycle and reuse solid waste generated in the state thereby preserving landfill capacity and protecting public health and safety and the environment; and

Whereas, in furtherance of this authority, CalRecycle is required to establish procedures governing the administration of the payment programs; and administration of the application, awarding, and management of the grant programs; and

Whereas, CalRecycle's procedures for administering payment and grant programs require, among other things, an applicant's governing body to declare by resolution certain authorizations related to the administration of the payment and grant program.

Now, therefore, be it resolved that Chief Business Officer is authorized to submit an application to CalRecycle for any and all grant and payment programs offered; and

Be it further resolved that the Chief Business Officer or Superintendent is hereby authorized and empowered to execute in the name of the Gravenstein Union School District all documents, including but not limited to, applications, agreements, amendments and requests for payment, necessary to secure funds and implement the approved grant or payment project; and

Be it further resolved that these authorizations are effective from the date of adoption through January 10, 2027.

Ayes _____

Noes _____

Absent _____

Date Adopted _____

Attest: Board President _____

Tasks and Budget

Contractor's project rate of pay for all services performed is \$40,000. Contractor will perform the following activities:				
Tasks	Deliverables	Amount	Updated Amount	Timeline
Outcome 1: Community Engagement		\$9,000.00	\$10,500.00	June 2021-January 2022
1.1 Work with core team to identify voices, including those that have been historically marginalized and are the most impacted by the district, to recruit for focus group sessions.	1-hour facilitation	\$1,000.00	\$1,000.00	
1.2 Conduct focus groups with identified stakeholders to better understand the needs of the community members most impacted by the organization, as well as the community cultural wealth that live within.	Four 1.5-hour Stakeholder groups	\$4,500.00	\$6,000.00	
1.3 Conduct one on one interview with GUSD leadership	Two 1-hour Interviews		\$2,000.00	
1.4 Synthesize the results of the focus groups.	Powerpoint presentation	\$2,000.00	\$2,000.00	
1.5 Present the results of these findings to the core team, and discuss ramifications for DEB capacity building sessions.	1.5 hour facilitation	\$1,500.00	\$1,500.00	
Outcome 2: Build organizational capacity for Diversity, Equity, and Belonging.		\$12,000.00	\$12,000.00	January - June 2022
2.1 Provide trainings on Diversity, Equity and Belonging, implicit bias, equity-driven leadership, culture shift and systems change.	Four 2-hour training sessions	\$12,000.00	\$12,000.00	
Outcome 3: Build staff capacity for Diversity, Equity, and Belonging		\$8,000.00	\$12,500.00	August 2021 -June 2022
3.1 Meet with school leadership team to determine topics and flow of professional development day.		\$500.00	\$500.00	
3.2 Provide professional development for teachers and staff on Diversity, Equity and Belonging, implicit bias, culture shift, systems change, and equity-driven transformative pedagogy.	Was: One-day Professional Development, Will be: Four 2-hour training sessions	\$7,500.00	\$12,000.00	
Outcome 4: Conduct Presentations on DEB Efforts and Technical Assistance			\$5,000.00	August 2021 -June 2022
4.1 Presentation at All Staff Day			\$2,500.00	
4.2 Technical Assistance	10 hours		\$2,500.00	
TOTAL		\$29,000.00	\$40,000.00	