

Board of Education

Regular Meeting Minutes

Zoom Link

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

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

I. CALL TO ORDER AT 5:00 PM

Meeting called to order at 5pm
In attendance Gregory Appling (GA), Patrick Lei (PL), and Jeri McNeill (JM). Not in attendance were Jennifer Koelemeijer and Alexander Kahn.

II. ADOPTION AND APPROVAL OF THE AGENDA Approval of the agenda for January 11, 2022 (2 min.)

Action taken/comments:

No change to agenda

Motion _____ Second _____

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

III. REPORTS, AND ORAL COMMUNICATIONS

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

Keri Pugno (KP) Noted the arrival of Henry Trivunovic.

Principal report is in the packet.

Daily attendance has ranged around low 400 for daily attendance on campus. Friday the 7th was lowest at 369. The silver lining was traffic was a little smoother and daycare was a little smaller. The positive COVID case numbers have gone up since last Friday and we anticipate the numbers to continue to go up with completed Independent Studies.

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

Will Deeths (WD) - 7th graders will have the state mandated Health Class starting in February.

The Pacific Sun placed Nick Pulley on the best of the North Bay list as Best Music Instructor along with his bandmate Mr. Jones from West County/Analy High School.

Attendance - We had 15 of our 6th graders out for a total of 42 days, 22 of our 7th graders out for a total of 39 days, and 32 of our 8th graders out for a total of 89 days

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

Linda Helton (LH) - GUTA was very happy with the Governor's proposed budget. We will be having a members meeting tomorrow to discuss the contract proposal made by the District.

D. District Site Council (3 min.)

Did not meet

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

Amber Hernandez (AH) - Nothing new to report. Skate night will probably be canceled.

- 1. Agenda from December 16, 2021**
- 2. October Financials**
- 3. November Financials**

F. Trustee Reports (10 min.)

GA - Noted the Governor's proposed budget and that this would be very good for the school. Noted also the low attendance rate has put a lot of pressure on the teachers to produce a large number of independent study lesson "packets".

DR points out that we are not the only school with low attendance and the teachers have been really working to get those independent studies out to the students.

JM asked about staff and how they are doing throughout this trying time.

KP feels all of our staff are adapting to this situation. Grateful for the raise in sub rates. We are managing to make sure the Certificated staff members have a substitute. We don't have as many classified subs and so that is where we are feeling stretched thin.

WD when you walk through the classrooms it is hard to tell there is a difference. However, you can see that the teachers are working so hard and are becoming exhausted. The teachers give everything in the classroom, but out of class you can see they are tired.

G. Racial Justice Committee (5min.)

This will be discussed later as an action item.

H. (p. 14) Facilities Report (5 min.)

Brian Sposato (BS) - Our District Office update. We got comments back from DSA, still on track for February bidding. Second part of winter break, FRC came and looked at the roofing project so we can go over pricing soon. During Winter break we caught up on various repairs. Had a water line break at Hillcrest, but fortunately it was done and fixed over winter break. The marquee is back up and running. We did a lot of general catching up and catching our breath.

JM - Thank you Brian for getting that sign working.

I. Master Plan Committee (5 min.)

To be discussed later in the meeting.

1. Facilities Assessment (available on GUSD website)

2. Master Plan Update

J. (p. 15) CBO Report (5 min.)

Katie Anderson (KA) - December was very busy for the Business Office. Submitted and calculated all W-2s and 1099s. Submitted 3 kitchen grants and 2nd FEMA grant. Pretty confident it is good to go. Continued to go over the report included in the packet. Finalized the hiring of the final IA for HC.

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

DR - there aren't really any outstanding questions that aren't covered in this meeting. Incredible job being done by teachers to get those independent studies done. We are actively seeking grants. Katie mentioned a few and there are others. Currently we have more than \$250,000 in grants. We also have \$1.3 million in pending grants.

GA - What is the UCLA MTSS Project Grant

DR - This is to help student support. \$47,000 going for clerical support to monitor student academics, attendance and discipline so we know immediately if a student is suffering in one of these areas.

GA - can we get a list of all the grants (what did we receive and what were they for) at the end of the school year, so that people will know how hard the staff are working to get those funds.

JM asked if we could have a running list of grants on the website.

DR said he will work on getting that done.

1. Questions from the December Board Meeting

2. (p. 16) Mid-Year Report

DR - The mid-year report in the packet is lengthy, but has a lot of information. Noted a few highlighted items.

IV. PUBLIC COMMENT (15 min.)

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

No Public Comment

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 to approve the Consent Agenda as written

Motion ___ PL ___ Second ___ JM ___

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

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

Motion to approve Resolution #220111-01

Nomination _____ JM _____ Second _____ PL _____

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

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:

KA going over the summary report in Packet.

GA reminds the board members that they really have to get their Form 700 forms turned in. On page 30 of the audit it mentions that our money is kept at the county. Is this why they want the transfer from the clearing account?

KA - yes because they receive interest. Talks about how we usually have a significant amount of money getting deposited into our local bank account. They need to be transferred so they can make money for us.

GA so our reserves aren't just stagnant they are making money?

KA yes we collect about \$300,000 annually in interest.

Motion to approve the GUSD Fiscal Year Financial Audit for the 2020-21 School Year.

Motion _____ JM _____ Second _____ PL _____

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

GA - With a big increase in cases feels we should continue with the distance meetings.

Motion to continue the distant meeting format.

Motion _____JM_____ Second_____PL_____

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

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:

DR - This is our guiding document.

GA - nothing on here will be decided by our vote tonight. This is so we can look at the planning and what the costs might be.

Motion to approve the GUSD Master Plan

Motion _____ JM _____ Second _____ PL _____

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

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:

Adding to the existing Contract.

WD - in realizing as we move forward the issues with racial justice. We feel that we need to add a facilitator for our public meetings. It would be an hour at the meeting and an hour of prep.

DR - we would also like to change the staff training to 4 sessions instead of one long six hour session. Asking for an increase to \$40,000.

JM - fully supports this. We really need those professionals in facilitating the meetings. To be sure our community is heard and also to help our staff who are already wearing many hats.

GA - With having an outside facilitator, we have historically had “one of our own” lead our committees. The Board requested that we have either a member of staff or parent serve as a co-facilitator. Previously we approved up to an amount, do we want to do the same here?

Motion to approve equity First Contract not to exceed \$40,000 along with the appointment of a co-facilitator from GUSD.

Motion _____ JM _____ Second _____ PL _____

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

VII. PUBLIC COMMENT ON ITEMS IN CLOSED SESSION

Adjourned at 6:02 pm

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

Returned to open session at 6:16pm

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

Action taken/comments

No action taken

Motion _____ Second _____

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

Adjourned at 6:17pm

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.