

# Board of Education

## Regular Meeting Agenda

### [Zoom Link](#)

DATE: Tuesday, September 13, 2022  
TIME: 5:00 PM  
LOCATION: Gravenstein Elementary, Multipurpose Room

**Gregory Appling, President**  
**Alexander Kahn, Trustee**  
**Vacant, 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 September 13, 2022 (2 min.)**

Action taken/comments:

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

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

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

- A. (p. 1) Gravenstein Principal (10 min.)**
- B. (p. 3) Hillcrest Principal (10 min.)**
  - 1. Sergio Blanco, Summer Science Professional Development**
- C. Gravenstein Union Teachers' Association (5 min.)**
- D. (p. 5) District Site Council (3 min.)**
  - 1. Agenda from August 24, 2022**
- E. English Language Advisory Committee, ELAC (2 min)**
- F. (p. 6) Gravenstein Parent Association, GPA (5 min.)**
  - 1. Agenda from August 18, 2022**
  - 2. Minutes from July 21, 2022**
  - 3. Financials from July, 2200**
- G. Trustee Reports (10 min.)**
- H. Racial Justice Committee (5min.)**
- I. (p. 13) Facilities Report (5 min.)**
- J. Master Plan Committee (5 min.)**
  - 1. Facilities Assessment (available on GUSD website)**
  - 2. Master Plan Update**
- K. CBO Report (10 min.)**
- L. Superintendent Report/District Correspondence (10 min.)**

1. **Questions from the August Board Meeting**
2. **Board Vacancies/Elections**

**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. 14) **Warrants**
- B. (p. 17) **Payroll**
- C. (p. 18) **Minutes from the Regular Board Meeting of August 9, 2022**
- D. (p. 25) **Notice of Completion With FRC Inc. for Hillcrest Heat Mitigation Phase II**
- E. (p. 26) **Notice of Completion With Ridgeview Builders Inc. for Gravenstein Elementary School Modular Toilet Room Additions**
- G. (p. 27) **Approval of Change Order #001 for Hillcrest Heat Mitigation Phase 1 & 2**
- H. (p. 29) **Approval of Change Order #001 for Gravenstein Elementary School Modular Toilet Room Additions**

Action taken/comments:

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

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

**VI. PRESENTATION**

- A. (p. 31) **DEI Committee Formation**

**Situation:** Jeri McNeill, Board representative on the GUSD Racial Justice Committee, will provide an update on Equity First activity to date, current initiatives, and committee plans moving forward.

**VII. (p. 38) PUBLIC HEARING: Sufficiency/Insufficiency of Textbooks Per E.C. 60119 (10 min.)**

By the 8th week of school, the Board of Trustees must hold a public hearing to discuss the sufficiency/insufficiency of textbooks in the CORE curricular areas of reading/language arts, mathematics, science, and history-social science. Schools are to have a sufficient number of textbooks (or electronic textbooks) and instructional materials for every student in these four areas, and textbooks must be from the current State Adopted Textbook list.

**VIII. GENERAL ACTION ITEMS**

- A. (p. 39) **Sufficiency of Instructional Materials, Resolution #220913-1** (2 min.)

**Situation:** Education Code Section 60119 defines "sufficient textbooks or instructional materials" to mean that each pupil, including English learners, has a standards-aligned

textbook or instructional materials, or both, to use in class and to take home.” Following a Public Hearing, during which any member of the staff or public can comment, the Board can affirm, through this resolution, that GUSD has sufficient instructional materials for all students to use both in class and at home.

**Plan:** Based on a review by administration, sufficient instructional materials are currently available for all students; staff and administration will continuously monitor sufficiency of materials to ensure compliance with Education Code 60119.

**Recommended motion:** For the Board to approve Resolution #220913-1.

Action taken/comments:

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

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

**B. (see Resolution #220913-1) Certification of Compliance with Standards-Aligned Instructional Materials (2 min.)**

**Situation:** Education Code Section 60422(a) and California Code of Regulations (CCR), Title 5, Section 9531(a) requires that all textbooks that have been purchased using LCFF funds were from the State Adopted list, aligned to the standards. This compliance is the responsibility of district administration to monitor.

**Plan:** District administration reports that all textbooks currently in use that were purchased with LCFF funds were from the State Adopted list, and administration and staff will continue to consult the state list prior to any future textbook purchases made with LCFF funds.

**Recommended motion:** For the Board to certify compliance with the Standards-Aligned Instructional Materials mandates.

Action taken/comments:

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

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

**C. (p. 41) Consolidated Application for Funding Categorical Aid Programs, 2022 Spring Submission (2 min.)**

**Situation:** The Consolidated Application (ConApp) is used by the California Department of Education (CDE) to distribute categorical funds from various federal programs (Title I, II, III, and IV). Annually, each local educational agency (LEA), using the Consolidated Application and Reporting System (CARS), submits the

spring release of the ConApp that confirms our application for funds and provides assurances that we will comply with the legal requirements of each program.

**Plan:** For the Board to approve our application for federal program funds and to provide the assurance that we will comply with the legal requirements.

**Recommended Motion:** For the Board to approve the ConApp.

Action taken/comments:

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

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

**D. 2021/2022 Unaudited Actuals (This document is posted on the GUSD website, and available at the GUSD District Office for review.) (2 min.)**

**Situation:** Preparation, review, and submission of our Unaudited Actuals is the fourth step in a five step process of our annual budget process. The Unaudited Actuals are an annual statement reporting our financial activities for 21/22, however the data has not yet been formally audited. This foundational report, following Board approval, is submitted to the county superintendent for review and then submitted to the state superintendent of public instruction. This report then becomes the basis of the annual audit review.

**Plan:** To complete step four of the annual budget process by providing the Unaudited Actuals to the required agencies.

**Recommended motion:** For the Board to approve the 2021/2022 Unaudited Actuals.

Action taken/comments:

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

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

**E. (p. 48) Resolution #220913-2, The Gann Limit (5 min.)**

**Situation:** The fundamental purpose of the Gann Limit is to limit the spending of state and local agencies, including school districts. The limit for an agency, intended to be capped at per person expenditure levels from 1978/1979 (adjusted for inflation), is arrived at after a series of complex calculations involving the use of many factors.

**Plan:** To establish a revised Gann Limit for the 2021/2022 school year and to adopt a Gann Limit for the 2022/2023 school year.

**Recommended motion:** For the Board to approve Resolution #220913-2.

Action taken/comments:

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

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

**F. Board Meeting Format (2 min.)**

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

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

**Recommended motion:** No recommendation at this time.

Action taken/comments:

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

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

**G. (p. 49) Exhibit 4121, Substitute Teacher Pay Rate (10 min.)**

**Situation:** In November of 2021, due to the COVID pandemic, the Board approved a temporary increase in the rate of compensation that the district would pay for substitute teacher services in order to stay competitive with the rates in the rest of Sonoma County. During the June 7, 2022 meeting, staff recommended a revised Substitute Teacher Pay Rate for 22/23, with the caveat that the rates would be reviewed at the start of the school year. That review reveals that while our daily rates remain competitive in the county, staff would like to recommend some additional language be added to Exhibit 4121.

**Plan:** To remove the requirement for days of service to be consecutive in the same class in order for a substitute to qualify for the long term rates, and to offer a rate of \$230 per day for retired GUSD teachers that agree to substitute for GUSD.

**Recommended motion:** For the Board to approve the edits to Exhibit 4121 effective September 15, 2022.

Action taken/comments:

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

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

**H. (p. 53) Board Bylaw 9270, Conflict of Interest Code, and Resolution #220913-03**

**Situation:** The Political Reform Act requires every local government agency to review its conflict of interest code biennially. No later than October 3, 2022 each agency must submit the biennial notice to the office of the County Board of Supervisors indicating whether or not an amendment is necessary.

**Plan:** Based on guidance from the Fair Political Practices Commission, because our current bylaw is more than five years old, GUSD should update the language to match the current CSBA recommended language.

**Recommended motion:** For the Board to approve the draft of Board Bylaw 9270 and Resolution #220913-03.

Action taken/comments:

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

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

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

**X. 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**
  - a) Superintendent’s Evaluation**
- 4.0 Conference with Negotiations team:**
  - a) GUTA/GUCE negotiations update**

**XI. RECONVENE TO OPEN SESSION**

**XII. PUBLIC REPORT OF ACTION ON ITEMS HEARD IN CLOSED SESSION**

**XIII. FUTURE BOARD MEETINGS**

- A. October 11, 2022 at 5pm**
- B. November 8, 2022 at 5pm**
- C. December 13, 2022 at 5pm**

#### **XIV. 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 September 2022

Keri Pugno

## Enrollment Report

	TK	K	1	2	3	4	5	Total
<b>Enrollment for 2022-2023</b> (as of 9/8/22)	34	74	81	72	74	81	74	<b>490</b>
<b>End-of-year enrollment</b> <b>2021-2022</b>	18	80	77	72	82	73	69	<b>471</b>

## Attendance Report for Month 1, 8/15/22-9/9/22- OVERALL TOTAL: 94.6%

- Grade TK: 100%
- Grade K: 93.5%
- Grade 1: 94%
- Grade 2: 95.7%
- Grade 3: 95.6%
- Grade 4: 94.3%
- Grade 5: 94.6%

## Campus Updates

- Back-to-School Traffic
  - Thank you to all of our Drop-Off/Pick-up Staff for working so hard to keep these times safe, efficient, and positive!
  - Everyday is an improvement!
- Beyond-the-Bell
  - Total Gravenstein enrollment is 240 students with a daily average of 190 students.
  - Outside areas and Multiple rooms are used for playing, crafts, coloring, Homework Hall, story, etc. An afterschool snack is also provided for each child.



- Food Service
  - Queti and Elvia are working so hard to create an amazing program!!
  - Salad bar has many fresh fruit and veggie options



- Implementing new pin pad/meal card procedure to help track student usage
- Students learning salad bar etiquette

- Parent Square

- Transitioned to full use by teachers and Admin. Great rate of contact



- Instruction and Student Supports

- IEPs, 504s, SSTs
- SIPPS
- Speech (intern)
- Counseling (intern)
- Psychologist

- Room Use (and recent moves)

- Principal's Office!
- Counseling into old Principal's office
- Former Business Office now holds space for: Two Spanish teachers, one ELD teacher (with room to see small groups of students), two Art Teachers, and more!



- Hot Weather Plan (similar to Rainy Day and/or Air Quality Day)

- I cannot say it enough- Brian is incredible! He worked tirelessly over the weekend to purchase and install portable AC units in most of the classrooms.

- Staffing/Hiring

- Certificated- ELD Teacher
- Classified

- Back-to-School

- All three nights had great turnout!

- Character Traits

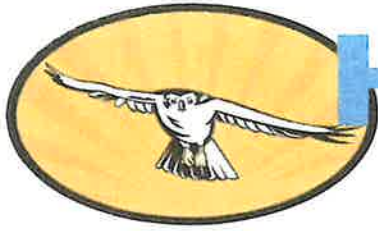
- Plan for the year to closely follow the traits selected for the Sonoma County Portrait of a Graduate
- Campus-wide character trait focus to be led by a grade level and include monthly assembly idea and classroom activity.



- Schoolwide Assemblies

- Griz helped kick off our first school wide assembly since before COVID





# HILLCREST

## Middle School

### GUSD September Board Report

Enrollment- as of 09/07/2022:

	6th	7th	8th	Total
2021/2022	78	100	105	282
2022/2023	86	93	99	276

**8th Grade Yosemite Trip-** The annual 8th Grade Trip to Yosemite returns! For the first time since 2019, our 8th grade students will be heading to Yosemite for a week in October.

**Trimester 1 Enrichment Sign Ups-** For the 2022-2023 school year, students at Hillcrest Middle School will have an opportunity to take an Enrichment every Wednesday. During their ELA classes on Monday August 22, 2022, HMS students signed up for their Trimester 1 Wednesday Enrichment classes! Trimester 1 Wednesday Enrichments began on August 24th. Students will have an opportunity to select a new Enrichment every Trimester.

Enrichment Course Descriptions-

<https://docs.google.com/document/d/1dRPqGFTTrghhA3sFuAeJhfrPBmT6Q2bkzzzK6irkb6o/edit?usp=sharing>

**Grade Level Coin Battle-** Starting on Monday, August 22, there was a Grade Level Coin Battle. Deposit coins (pennies, nickels, dimes, quarters, silver dollars) to your grade level bottle and try to win. Deposit cash money to other grade level bottles to make them lose. Coin deposits are positive points for your grade level. Cash deposits are subtracted from other grade levels. The 6th Grade was the winning grade level and got the privilege of shaving and dying Mr. Deeths' hair.

**Dance-** Back in Groove- Decades Dance was Friday September 9th from 6-8 PM in the gym- the first dance in the gym we have had since early 2019. The dance was incredibly well attended and the kids had an amazing time!

**HMS Spring Musical-** This year's Spring Musical will be The Addams Family! Keep checking back for more details about how you can be a part of this year's Musical!!

**Lockers-** On Friday 7th and 8th Grade students received their lockers!

**Student Teachers and Counseling Interns-** Continuing our tradition of helping to train the next generation of teachers and counselors, Hillcrest has partnered with Sonoma State and USC this school year. We are pleased to welcome-

Martine Contreras- Band  
Anthony McKay Laiwa - Social Studies  
Emily Quackenbush- Counseling  
Jessica La Blue- Counseling

**HMS Spirit Store is OPEN-** More sizes, more styles and more colors are available on our HMS Spirit Store than in the HMS Office. Order online today and your new items will be delivered to campus by the end of September. Use this [link](#) to purchase your HAWK gear today!

**Picture Day-** HMS Picture Day is September 15th, 2022! Please look out for order forms coming home with your students in the next week!

GRAVENSTEIN UNION SCHOOL DISTRICT  
**DISTRICT SITE COUNCIL**  
and Superintendent's Advisory Committee For LCAP

**August 24, 2022**

Meeting will be held on the Gravenstein campus in the Principal's Office and will also be accessible  
via Zoom:

[GUSD Site Council Zoom Link](#) (Meeting ID: 939 6315 1019 Passcode: 718998)

3:30pm-4:30pm

If you need an accommodation for the Meeting contact Superintendent Dave Rose at (707) 823-7008.

Members: Dave Rose, Keri Pugno, Will Deeths, Stephanie Tomsy, Beth Haas, Jessica Rasmussen,  
Dan Dexter, Cat Peirano, Gail Carnahan, Brian Sposato, Tessa Hill

I. Call to Order

TIME:

MOTION:

SECOND:

VOTE:

II. Approval of Minutes

MOTION:

SECOND:

VOTE:

III. Approval of Agenda

MOTION:

SECOND:

VOTE:

IV. Approval of New Members

MOTION:

SECOND:

VOTE:

V. Discussion or Action Items

A. Review of School Start

i. opening days

ii. successes,

iii. challenges

iv. feedback from the committee

B. 21/22 CAASPP Score summary

C. Review of 22/23 Covid Safety plan

D. Construction Projects update

E. GUSD Strategic Planning Committee: Site Council representation beyond Admin.

F. Establish 2022-23 Regular Meeting Date and Time:

IV. Items from the Public Not Listed On the Agenda

*These items may be heard by the council but not discussed in full nor acted upon.<sup>1</sup>*

V. Adjournment

TIME:

MOTION:

SECOND:

VOTE:



***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**

### **8/18/22 6:00 pm Meeting at Hillcrest Middle School**

#### **A. Secretary's Report**

- **Approval of board minutes from 5/19/22, 5/26/22 & 7/21/22**

#### **B. Public Comment on Non-Agenda Matters**

#### **C. Subcommittees reports**

- **Special Events/Fundraising**
  - **Softball game subcommittee**
  - **Passive Fundraising**
  - **Spirit wear**
- **Finance**
- **Governance**
  - **Independent Contractors for 2022/23 School Year**
  - **Classroom teacher funds policy**
- **Communications**
  - **GPA flier (Canva)**
- **School Liaison**

#### **G. Principal's Reports**

#### **H. Superintendent's Report**



GPA Board Meeting Minutes

Date: 7.21.22

Place: Ragle Park, Sebastopol, CA

Called to Order: 6:05 pm; Meeting Closed 7:12pm (Amber)

	<u>Present</u>	<u>Absent</u>
Amber Ray Hernandez, President	present	
Anica Truter, Vice President	present	
Ben Kaun, Treasurer	present	
Rachel Allen, Secretary	present	
Fannie Lam, Special Adviser		absent
 <u>Members at Large</u>		
Kaitlyn Amundsen	present	
Paula Braurschweig		absent
Ashley Cochran		absent
Allison Herman	present	
Vy Le Morse	present	
Bill Nolan	present	
Stephanie Stephens	present	
Maggie Zavala	present	
Keri Pugno, Principal, Gravenstein		absent
William Deeths, Principal, Hillcrest		absent
David Rose, Superintendent		absent

A. Public Comment on Non-Agenda Matters

Update from Vanessa Bird on school garden enrichment. \$141k grant submitted 7/6/22; tbd awarded in September. Garden resides under climate committee. Food Services (Katie Gomez) pursuing local vendors for fresh food.

B. Water Proposal

Discussion on potential cost savings moving from Alhambra water delivery (\$3k/yr) to sink filter system in staff break rooms. Fanny researching. Callouts: filters would need changing/maintenance; filter system should be as-good or better than current (popular) Alhambra delivery.



C. Sub committee on Grade Level/Class Parents Organizing

Stephanie, Vy & Allison to head 'Grade Level Rep' sub-committee. Suggestion: ask teachers to include GPA Grade Reps in volunteer signup sheets on back to school night. Goal of finding two reps per grade level.

D. Secretary's Report

Approval of board minutes from 5/19/22, 5/26/22 & 6/16/22 moved to 8.18.22 meeting

E. Subcommittees reports

Special Events/Fundraising

Maggie passed around a draft fundraising sign-up sheet for the 22/23 year. More spaces available. Finalized list TBD.

Passive Fundraising

Discussed promoting Amazon Smile to count towards family pledge goal.

Finance

Ben, Bill & Kaitlyn to comprise Finance subcommittee.

Ben presented June 22 statement; GPA came very close (within 5-10%) of a balanced budget for 21/22 school year (see P&L doc). Fanny (via email) would like to research reducing bank transaction fees (\$4k in 21/22). Expenses for 22/23 year are estimated to increase approx \$36k. Stated goal of a sustainable funding model for GPA.

Pledge Forms

\$95 amount per family for 22/23 school year (same as 21/22). Discount for paying in full at start of school year (\$900 vs \$950).

Governance

Anica & Rachel to comprise Governance subcommittee

Communications

\*Need a Lead volunteer\* to manage Communications subcommittee.

GPA pop up - Ashley (absent)

School Liaison

Stephanie (Hillcrest), Vy, and Allison to manage School Liaison sub-committee

F. Principal's Reports

Principals absent (summer break)

G. Superintendent's Report

Superintendent absent (summer break)

**Gravenstein Parent Association**  
**Profit & Loss Actual vs. Budget**  
**July 2022**

	Jul 22	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Parent Donations	2,677.50	0.00	2,677.50
Special Fundraising Inc			
EventBrite	0.00	0.00	0.00
AmazonSmile	0.00	0.00	0.00
Boots, Beer and Bubbly Event	0.00	0.00	0.00
Color Run	0.00	0.00	0.00
Escrip	0.00	0.00	0.00
Jog a Thon	0.00	0.00	0.00
Network for Good FB Fundraiser	0.00	0.00	0.00
Read-a-Thon	0.00	0.00	0.00
Skate Night	0.00	0.00	0.00
<b>Total Special Fundraising Inc</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Corporate Matching	0.00	0.00	0.00
Interest income	0.00	0.00	0.00
Other Donations	0.00	0.00	0.00
<b>Total Income</b>	<b>2,677.50</b>	<b>0.00</b>	<b>2,677.50</b>
<b>Gross Profit</b>	<b>2,677.50</b>	<b>0.00</b>	<b>2,677.50</b>
<b>Expense</b>			
GUSD Enrich Non-Contractor Exp	0.00	0.00	0.00
General & Admin Expense			
Bank Fees	298.85	0.00	298.85
Bookkeeping	330.00	0.00	330.00
General Liability	200.80	0.00	200.80
Merchant Fees	83.55	0.00	83.55
Misc. Expense	0.00	0.00	0.00
Office Supplies	0.00	0.00	0.00
Postage	0.00	0.00	0.00
Printing	0.00	0.00	0.00
Tax Return Preparation	0.00	0.00	0.00
Taxes	0.00	0.00	0.00
Website	0.00	0.00	0.00
General & Admin Expense - Other	0.00	0.00	0.00
<b>Total General &amp; Admin Expense</b>	<b>913.20</b>	<b>0.00</b>	<b>913.20</b>
Independent Contractors			
Brandon Leung - Dance	0.00	0.00	0.00
Sierra Lembke	0.00	0.00	0.00
Jen Biancalana - D&D	0.00	0.00	0.00
Natalie Collins - Set Design	0.00	0.00	0.00
Jess Reynolds - Art	0.00	0.00	0.00
Donna Matern - Art	0.00	0.00	0.00
Paige Dumont - Athletics	0.00	0.00	0.00
Spencer Burrows - Chorus	0.00	0.00	0.00
Mark Bradski - Science	0.00	0.00	0.00
<b>Total Independent Contractors</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
School Support Expenses			
Hillcrest African Drumming Clas	0.00	0.00	0.00
Zero Hour Enrichment - HMS	0.00	0.00	0.00
8th Grade Grad Support	0.00	0.00	0.00
Staff Water Delivery-Alhambra	7.98	0.00	7.98
Teacher Mini Grants-\$500 Max	0.00	0.00	0.00
Teacher Support \$350@48 Teacher	0.00	0.00	0.00
Teacher/Staff Appreciation Week	0.00	0.00	0.00
School Support Expenses - Other	0.00	0.00	0.00
<b>Total School Support Expenses</b>	<b>7.98</b>	<b>0.00</b>	<b>7.98</b>



**Gravenstein Parent Association**  
**Profit & Loss Actual vs. Budget**  
**July 2022**

	Jul 22	Budget	\$ Over Budget
<b>Special Fundraising Exp</b>			
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
Read a Thon Expense	0.00	0.00	0.00
Skate Night Expense	0.00	0.00	0.00
<b>Total Special Fundraising Exp</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Expense</b>	<b>921.18</b>	<b>0.00</b>	<b>921.18</b>
<b>Net Ordinary Income</b>	<b>1,756.32</b>	<b>0.00</b>	<b>1,756.32</b>
<b>Net Income</b>	<b>1,756.32</b>	<b>0.00</b>	<b>1,756.32</b>

**Gravenstein Parent Association**  
**P & L Actual vs. Budget YTD**  
**July 2022**

	<u>Jul 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Parent Donations	2,677.50	0.00	2,677.50	100.0%
<b>Total Income</b>	<u>2,677.50</u>	<u>0.00</u>	<u>2,677.50</u>	<u>100.0%</u>
<b>Gross Profit</b>	2,677.50	0.00	2,677.50	100.0%
<b>Expense</b>				
<b>General &amp; Admin Expense</b>				
Bank Fees	298.85	0.00	298.85	100.0%
Bookkeeping	330.00	0.00	330.00	100.0%
General Liability	200.80	0.00	200.80	100.0%
Merchant Fees	83.55	0.00	83.55	100.0%
<b>Total General &amp; Admin Expense</b>	<u>913.20</u>	<u>0.00</u>	<u>913.20</u>	<u>100.0%</u>
<b>School Support Expenses</b>				
Staff Water Delivery-Alhambra	7.98	0.00	7.98	100.0%
<b>Total School Support Expenses</b>	<u>7.98</u>	<u>0.00</u>	<u>7.98</u>	<u>100.0%</u>
<b>Total Expense</b>	<u>921.18</u>	<u>0.00</u>	<u>921.18</u>	<u>100.0%</u>
<b>Net Ordinary Income</b>	<u>1,756.32</u>	<u>0.00</u>	<u>1,756.32</u>	<u>100.0%</u>
<b>Net Income</b>	<u><u>1,756.32</u></u>	<u><u>0.00</u></u>	<u><u>1,756.32</u></u>	<u><u>100.0%</u></u>

**Gravenstein Parent Association**  
**Balance Sheet**  
As of July 31, 2022

	Jul 31, 22
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
First Republic Checking 7187	97,084.71
Exchange Bank Checking	192,154.06
Exchange Bank Savings	257,195.25
Paypal	1,622.61
<b>Total Checking/Savings</b>	548,056.63
<b>Other Current Assets</b>	
Prepaid expenses	1,246.00
<b>Total Other Current Assets</b>	1,246.00
<b>Total Current Assets</b>	549,302.63
<b>TOTAL ASSETS</b>	549,302.63
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	9,006.74
Accounts Payable	9,006.74
<b>Total Accounts Payable</b>	9,006.74
<b>Total Current Liabilities</b>	9,006.74
<b>Total Liabilities</b>	9,006.74
<b>Equity</b>	
GSF Reserve Transfer	95,504.87
32000 - Retained Earnings	443,034.70
Net Income	1,756.32
<b>Total Equity</b>	540,295.89
<b>TOTAL LIABILITIES &amp; EQUITY</b>	549,302.63

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

**Hillcrest Heat Mitigation Re-roofing Project:** The roofing project has been completed and is ready with the recommendation to have the Notice of Completion filed. This project came in under the budget allowance because we didn't have to dip into contingency for unforeseen field conditions such as dry rot, or additional construction changes, plus we didn't end up needing to use all the rain water tie-in allowance with the downspouts. The lease leaseback construction cost originally with FRC, Inc. was \$1,355,174.00. We get a net change over savings of \$94,025.84, so final construction cost for this project comes in at \$1,261,148.18. Always a good thing when we can come in under cost which is not always possible on renovations!

**Gravenstein Restroom Additions:** This project is also ready for Notice of Completion for Ridgeview Builders as all items have been checked off and satisfied all the conditions for the project. This project did have a few small unforeseen conditions. One was extra framing of a wall in order to miss drilling into structural steel or to sacrifice having to see an exposed plumbing vent. The other was for additional plumbing for the coldwater point of connection to 3/4 inch that was found in the field to be 1/2 in a section in the ceiling so they had to go back under the floor to connect. The third change order was a credit back to the district to reuse the existing light fixtures that were in the classrooms due to the fact they were only a couple of years old and provided sufficient lighting for the space when reviewed with the electrical engineer. So overall the project cost an additional \$212.80, which comes out to \$122,712.80.

**Hillcrest Modular District Office:** The district office team moved into their new space on August 19th. We have been spending time getting things situated and functional. We have had some difficulties with AT&T with moving the district phone numbers to the new location which was frustrating and we are still working through that issue, but we have finally got the district office number up and going. The grinder pump came in and has been installed so we got the district staff restroom open for use. We found dry rot in the student restroom side of the restrooms so while that was being remedied we decided to replace the sheet vinyl floors for the best value. We are still working on a few items on student side restrooms which were not in the original contractor scope but we are getting close, as it is down to fixing the lights, replacing or repairing plumbing fixtures in those restrooms. Additionally, we had a faulty breaker on the main switchboard that failed, that feeds one side of the office that went bad this week which is now on order. We have a few more punch list items to be completed, so we are not quite ready to have a Notice of Completion for this project, but we expect to have it for next month's meeting.

**Personnel Changes:** We had a resignation of Kevin Sposato who worked primarily at Hillcrest. In order to fill the spot we have shifted Ben Landucci(former Gravenstein student) and having him primarily at Hillcrest to fill that void. Additionally, we are lucky to have Santiago's brother Andres subbing for us up at Gravenstein to help pick up the custodial workload at Gravenstein with Ben being shifted over. We are in the process of looking for a permanent replacement.

Checks Dated 08/01/2022 through 08/31/2022

Check Number	Check Date	Pay to the Order of	Check Amount
1910053	08/03/2022	McDowell, Matthew M	190.00
1910054	08/03/2022	Gomez, Quetzali T	5.99
1910055	08/03/2022	All-Guard Alarm Systems, Inc	1,642.62
1910056	08/03/2022	Alpha Analytical Laboratories,	192.00
1910057	08/03/2022	American Storage LLC	150.00
1910058	08/03/2022	Andy's Produce	401.50
1910059	08/03/2022	BULK BOOKSTORE	290.67
1910060	08/03/2022	California Department of Tax and Fee Administration	57.00
1910061	08/03/2022	Clover-Stometta Farms Inc.	282.10
1910062	08/03/2022	Fishman Supply Company	1,506.05
1910063	08/03/2022	Fort Ross Conservancy (FRC)	400.00
1910064	08/03/2022	Buchanan Food Service	872.60
1910065	08/03/2022	Jack Schreder & Associates, In c.	4,418.00
1910066	08/03/2022	Lakeshore Learning Materials	33.00
1910067	08/03/2022	myDevices, Inc.	152.00
1910068	08/03/2022	Office Depot	84.46
1910069	08/03/2022	Oriental Trading Company	47.64
		Unpaid Tax	.52
		Expensed Amount	48.16
1910070	08/03/2022	Pacific Gas & Electric	18.58
1910071	08/03/2022	Read Naturally Inc	920.00
1910072	08/03/2022	Santa Rosa Fire Equipment Inc.	300.00
1910073	08/03/2022	Stripe N Seal Inc	15,949.00
1910074	08/03/2022	U.S. Bank Equipment Finance	2,184.12
1910075	08/03/2022	Voyager Sopris Learning, Inc.	3,388.78
1910076	08/03/2022	McDowell, Matthew M	135.45
1910077	08/03/2022	Perez-Atwell, Eva A	18.72
1910078	08/03/2022	Byrne, Kathleen N	72.95
1910079	08/03/2022	Gomez, Quetzali T	135.90
1910080	08/03/2022	Kleinschmidt, Heather	168.22
1910081	08/03/2022	Ally Technology Consulting LLC	4,600.00
1910082	08/03/2022	Castino Restaurant & Supply	190.15
1910083	08/03/2022	Houghton Mifflin Harcourt	390.27
1910084	08/03/2022	Lakeshore Learning Materials	416.04
1910085	08/03/2022	Mystery Science Inc.	1,199.00
1910086	08/03/2022	Office Depot	1,172.23
1910087	08/03/2022	Teachers' Curriculum Institute	1,213.60
1910088	08/03/2022	Sprinkle, Michelle A	311.56
1910089	08/03/2022	McDowell, Matthew M	80.26
1910090	08/03/2022	Young, Meggan R	106.92
1910091	08/03/2022	All County Flooring	2,000.00
1910092	08/03/2022	Andy's Produce	393.50
1910093	08/03/2022	Office Depot	2,343.76
1910094	08/03/2022	Ridgeview Builders Inc.	344,443.40
1910095	08/03/2022	Santa Rosa Fire Equipment Inc.	1,767.82
1910856	08/05/2022	Actuarial Retirement Consult.	2,500.00
1910857	08/05/2022	Apple Inc.	491.17
1910858	08/05/2022	Clover-Stometta Farms Inc.	141.00
1910859	08/05/2022	Buchanan Food Service	1,248.21

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

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## Checks Dated 08/01/2022 through 08/31/2022

Check Number	Check Date	Pay to the Order of	Check Amount
1910860	08/05/2022	Office Depot	772.84
1910861	08/05/2022	Verizon	103.44
1910862	08/05/2022	World Globes & Maps	367.95
1910863	08/05/2022	Zaner-Blosser Inc.	1,352.95
1910864	08/05/2022	Hansel Mazda	29,786.71
1912038	08/12/2022	Oakley, Barbara A	39.36
1912039	08/12/2022	Crandall, Sara K	196.34
1912040	08/12/2022	Dellosa, Michelle N	49.40
1912041	08/12/2022	McDowell, Matthew M	15.19
1912042	08/12/2022	Deeths, William H	32.70
1912043	08/12/2022	Andy's Produce	331.40
1912044	08/12/2022	Coggins Fence and Supply Inc.	11,067.98
1912045	08/12/2022	Buchanan Food Service	1,243.33
1912046	08/12/2022	Office Depot	482.66
1912047	08/12/2022	SDI INNOVATIONS, INC.	1,597.64
1912048	08/12/2022	Sonoma County Office Of Ed.	28.00
1912554	08/17/2022	LACO Associates	2,993.00
1912555	08/17/2022	McGraw-Hill School Education	7,740.06
1912556	08/17/2022	myDevices, Inc.	152.00
1912557	08/17/2022	Pacific Gas & Electric	1,374.98
1912558	08/17/2022	Quattrocchi Kwok Architects	6,811.76
1912559	08/17/2022	Recology Sonoma Marin	968.79
1912560	08/17/2022	School Specialty	499.64
1912561	08/17/2022	Siri Grading & Paving	44,425.00
1912562	08/17/2022	U.S. Bank Equipment Finance	4,866.56
1913328	08/19/2022	Training Wheels Preschool,Inc	1,040.00
1913329	08/19/2022	Brown, Allison N	184.44
1913330	08/19/2022	Gorman, Megan K	139.42
1913331	08/19/2022	Jex-Lewis, Jacqueline	70.29
1913332	08/19/2022	Mattish, Suzanne M	331.42
1913333	08/19/2022	Haas, Elsbeth B	61.46
1913334	08/19/2022	Barrera, Alicia E	147.44
1913335	08/19/2022	Sully, Petria	178.98
1913336	08/19/2022	Byrne, Kathleen N	34.75
1913337	08/19/2022	Young, Meggan R	48.62
1913338	08/19/2022	Korreng, Kari L	120.00
1913339	08/19/2022	Fishman Supply Company	3,779.15
1913340	08/19/2022	Jack Schreder & Associates, In c.	740.00
1913341	08/19/2022	Simeone Plumbing, inc.	1,279.00
1913342	08/19/2022	Weeks Drilling & Pump Co. Inc.	1,055.99
1913343	08/19/2022	U.S. Bank Corporate Payment	952.12
1913344	08/19/2022	ParknPool	18,762.73
1913886	08/24/2022	Gorman, Megan K	345.98
1913887	08/24/2022	Sposato, Heather	32.70
1913888	08/24/2022	McDowell, Matthew M	166.99
1913889	08/24/2022	Hansen, Ani S	144.19
1913890	08/24/2022	Stevens, Samara B	66.79
1913891	08/24/2022	American Storage LLC	150.00
1913892	08/24/2022	AT&T Calnet 3	805.75

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Checks Dated 08/01/2022 through 08/31/2022

Check Number	Check Date	Pay to the Order of	Check Amount
1913893	08/24/2022	County Of Sonoma	1,744.00
1913894	08/24/2022	Lakeshore Learning Materials	245.77
1913895	08/24/2022	Sonoma County Office Of Ed.	531.65
1914564	08/26/2022	Deeths, William H	807.53
1914565	08/26/2022	Enos, Diane	25.00
1914566	08/26/2022	Alpha Analytical Laboratories,	415.00
1914567	08/26/2022	Carolyn Bischof	825.00
1914568	08/26/2022	Clover-Stornetta Farms Inc.	201.25
1914569	08/26/2022	Discount School Supply	255.65
1914570	08/26/2022	Office Depot	1,714.42
1914571	08/26/2022	Recology Sonoma Marin	681.90
1914572	08/26/2022	North Valley School	2,068.78
<b>Total Number of Checks</b>			<b>108</b>
			<b>556,480.08</b>

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	General Fund	56	10,936.52
03	Gravenstein Elementary Charter	78	54,908.92
04	Hillcrest Middle Charter	62	41,388.60
12	Child Development Fund	1	103.44
13	Cafeteria Fund	4	31,780.96
14	Deferred Maintenance Fund	3	62,374.00
35	County School Facilities Fund	2	347,511.28
40	Special Reserve-capital Proj	3	7,476.88
Total Number of Checks		<b>108</b>	556,480.60
Less Unpaid Tax Liability			.52
<b>Net (Check Amount)</b>			<b>556,480.08</b>

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  
August Payroll Report  
September 2022 Regular Board Meeting

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Certificated Salaries with Mandated Costs and Benefits

Regular Payroll	\$ 444,528.19
Benefits	\$ 164,634.11
Supplemental Payroll	\$ 44,499.51

Classified Salaries with Mandated Costs and Benefits

Regular Payroll	\$ 136,348.93
Benefits	\$ 87,287.45
Supplemental Payroll	\$ 23,880.19

Total August Salary & Benefits \$ 897,178.38



# Board of Education

## Regular Meeting Minutes

### Zoom Link

DATE: Tuesday, August 9, 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**

The meeting was called to order at 5:01 pm. All Board members present except Jennifer Koelemeijer (JK). JK's resignation is official as of today. We have four Board members now.

### **II. ADOPTION AND APPROVAL OF THE AGENDA** **Approval of the agenda for August 9, 2022 (2 min.)**

No changes to the Agenda

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

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

**Keri Pugno (KP):** There are some changes to the paper report. Enrollment numbers are no longer a concern. We have increased by: 1 TK and 6 K. First Grade is at 81, Second Grade at 73, and 3rd, 4th, and 5th Grades are the same as the Board report. We have one application in today, but it is not complete and has not been factored in. A big thank you to Gail Carnahan and Kari Korreng for getting all of this nailed down and creating a smooth start. Information is included in the Board report showing our teaching staff and grade level assignments. While we have many familiar faces this year, some are teaching different grades this year. We are bringing back some wonderful enrichment teachers, and there are also some new faces. Today was the second day of Kinder Kickoff and it has been a huge success. We've had a wonderful turnout, and are very excited about this group of Kinders and how ready they are for school. All of the Kinder teachers agreed. We have a really great year coming up. TK Kickoff is tomorrow, and we invite parents to stay with their child, do activities with their child - getting the whole family ready. We will be having Meet-the Teacher events August 15 and 16. The bell schedule stays the same. Covid Test Kits are in and we distributed them to Kinder families today. We have a little bit of hiring for IA's, but are in a great spot and excited for the year to start.

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

**Will Deeths (WD):** We are so excited to get back to a regular school year! We are also very busy because construction projects are finally winding up. Kudos to the Board, Dave Rose (DR), Katie

Anderson (KA). They have been “Johnny on the spot” from the day school ended and have done an amazing job. The new portable fits, the new roof is amazing – all scheduled to be completed before kids arrive. We have some new staff members. Sadly, Paty Hurtado has left us, but we are very lucky to have Kathleen Byrne taking on that role. Geoff Peters is a new IA; he worked at Jumpstart, and both his parents taught Will. Small world! Linda Helton, an absolute institution at GUSD, and so deeply tied into this community, is retiring. We wish her the absolute best in her retirement. We have secured a new science teacher - Tawnya Deeths. She is a dynamite teacher, and we are very lucky to have her. Next Monday is Meet-the-Teacher for all families - spirit wear, get acquainted, etc. Schedules will go live at 12am on Saturday. Still doing some tweaking now.

**C. Gravenstein Union Teachers’ Association (5 min.)**

**Allie Brown (AB):** Allie will serve as co-president with Kadie Clement (KC). Kadie and Allie have a strong vision of building staff morale; it’s been a hard few years. We want to support and give our teachers everything they need to feel supported and loved. AB shared a brief GUTA report on screen; no major changes except taking over for Linda Helton. The new negotiator this year is David Cole. GUTA encourages all of you to pop your heads into the classrooms. There is amazing creativity going on. Such a great place to work and why it’s a choice for many families. With regard to the Williams Act/heat mitigation, AB and KC would love to meet to discuss plans and ideas.

**Greg Appling (GA):** Brian Sposato (BS) has some strategies, and BS and Dave Rose (DR) can reach out to you to discuss.

**D. District Site Council (3 min.)**

**1. First 22/23 Meeting scheduled for August 24, 2022**

**Dave Rose (DR):** We will continue with the work of the Site Council. The Safety Plan will be worked on and we will get feedback. GUTA has provided some suggestions.

**Greg Appling (GA):** The final draft will come back in September.

**DR:** No material changes expected; if anything, very minor.

**E. (p. 3) English Language Advisory Committee, ELAC (2 min)**

**1. Focus for 22/23 will be Master Plan draft**

**DR:** Included a couple of documents to use as a guide for EL Master Plan – two pages with the four central goals. Full document is included in the Board packet. Community engagement is a huge goal; self evaluation, and making sure all the resources are used systemically .

**F. (p. 5) Gravenstein Parent Association, GPA (5 min.)**

**DR:** Report is in the Board packet. DR had a meeting with the Executive committee to talk about moving forward and plans. We have to start over every time with new conversations and understandings. MOU has been expanded; we want to record the impact that GPA has on our community. We want to create a tab on the website to showcase the work that is being done via Enrichments.

**1. Agenda from July 21, 2022**

**2. Minutes from June 16, 2022**

**3. Financials from June and 21/22**

**G. Trustee Reports (10 min.)**

**Jeri McNeill (JM):** Has been working with the negotiations committee toward agreement with non-certificated staff over summer; met with a couple of teachers, listened to them for awareness and understanding. Is also working on racial justice open action items with Equity First and what it will look like next year. Working with DR and GA and working on public meetings - need to get something scheduled on that. JM also has to submit her candidacy documents by the end of the week.

**GA:** Strategic planning; talking with DR; plan to incorporate it into the Master Plan and LCAP. This will also include teachers, staff, certificated and classified, GPA, as well as discussing changes to Racial Justice Committee, but we will take a pause until after the year starts. GA has filed his paperwork to run for reelection.

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

**JM:** Has already spoken to this (above). Update in the Trustee report doesn't have reflections from Equity First. Will have them this week and will synthesize into the next meeting. Trying to confirm dates for professional development and structural changes that GA will speak to directly.

**GA:** It's getting to the point of needing to transition the way we do things in the school - more as an advisory organization to the Board. The goal is to continue in some format for Strategic Plan in the future. In other organizations, the DEI Committee is an advisory group to Boards. Now that we have information from Racial Justice, this committee will transition to a DEI Committee, but serve in an advisory capacity. They won't have power to tell teachers how to teach but will advise on areas that don't meet diversity, equity, or inclusion. Teachers still have control, and administration has final say. The DEI will be in place to advise the Board.

**JM:** It will also provide professional development beyond what is already in place.

**AB:** Asks/recommends diversity and equity in literature - thinks it's important to do in tandem with professional development; thinks it will be great to have PD in tandem with advisory that DEI offers.

#### **I. (p. 15) Facilities Report (5 min.)**

**Brian Sposato (BS):** Another busy summer! Admin modular - punch walk today and there are just a few outstanding items. It has turned out really nice. There is work to do in exterior bathrooms - a little dry rot, so will redo the floor rather than trying to patch. Slated to get the District team moved in the afternoon of the 19th. Roofing project wrapping up - Building A is complete and Building B will be complete by the end of the week. It looks great. Restroom projects at Elementary - punch walk today, inspector cleared it for both Room 22 and Room 24. Paving at the intermediate playground - it's all striped and patched and ready for kids to use. Miscellaneous finishing touches now, furniture in rooms, etc. Wants to thank Ty, Ben, Kevin and Santiago for all their hard work, and thanks to the teachers for their hard work and effort as well.

**Katie Anderson (KA):** Wants to interject a big round of applause to BS - big shout out - thank you!

**GA:** It used to be that every construction project had one or two Board members; over the past seven years it has more and more transitioned to BS handling it all and this is the best way - thank you very much.

#### **J. Master Plan Committee (5 min.)**

**DR:** Looking to have the Strategic Planning group start in September, and work of the Master Plan committee will continue as part of the Strategic Plan.

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

**K. (p. 18) CBO Report (15 min.)**

**KA:** It's a busy time in the Business Office -Working hard to complete our 8/10 unaudited actuals, in addition to new employees onboarded, and to be ready and in compliance with all requirements. Moving forward to hiring for our nutritional services candidate; interviews this week. In anticipation of our audit, we are making sure our procedures are updated for the audit to make sure we are in compliance with cooking, transporting and administration. We purchased our food service van, \$29K, which is under budget; feel secure that this one will meet compliance standards and be reliable for ten years. Ongoing monthly activities – payroll, negotiating with uncertificated, and preparing unaudited actuals.

The 45-day Revision contains many changes. From our first draft to final adoption by the State there were so many changes that a 45-day revision was required. Revision changes and updates to explain additional grant monies received (both one-time funding and on-going funding) itemized by KA and the report is in the Board packet.

**DR:** Notes we are so appreciative of the Governor's budget but noted that less than one-third is unrestricted. We have less discretion as to how the funds are to be used, and this is a trend at the State level.

**45 Day Revision ([posted](#) on the GUSD website)**

**L. Superintendent Report/District Correspondence (10 min.)**

**DR:** Wants to recognize the incredible amount of energy, work and focus happening on both campuses, food services, orientations, training, BS and his crew, also WD and KP, and planning and teachers, the Jumpstart success, Kickoffs, Meet-the-Teachers. It's just phenomenal. Wants to share it with the Board – come by and see it!

**1. Questions from the July 12 Board Meeting**

No outstanding questions from the July Board Meeting.

**2. Summer Jumpstart Report**

**DR:** Presentation of brief report. Matt will come back with a much more in depth report soon.

**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. 19) Warrants**

**B. (p. 22) Payroll**

**C. (p. 23) Minutes from the Regular Board Meetings of June 14, 2022 and July 12, 2022**

**D. (p. 39) Student Teaching Agreement with Sonoma State University for the term of July 1, 2022 through June 30, 2024**

Action taken/comments: Motion to approve Consent Agenda.

Motion \_\_\_\_ PL \_\_\_\_ Second \_\_\_\_ AK \_\_\_\_

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

**VI. GENERAL ACTION ITEMS**

**A. (p. 53) 2022/23 COVID-19 Safety Plan (5 min)**

**Situation:** As GUSD prepares to begin instruction for the 22/23 school year, staff has made edits to the previous COVID-19 Safety Plan based on new state and county health department guidance.

**Plan:** Pending Board approval, GUSD staff will share the contents of the new plan with our families and implement the new plan.

**Recommended motion:** For the Board to approve the 2022/23 COVID-19 Safety Plan.

**DR:** There is a draft of the Plan included in the packet. We want to make sure we are continuing to follow all pertinent guidelines. Surveillance testing is no longer recommended. We will have lots of tests available. Employees must test weekly if not fully vaccinated. Protocol very similar to what was done in the past.

**GA:** CDC appears not to require a negative test after exposure or symptoms but GUSD is?

**DR:** Clarifies we require a negative test to return if the test is positive.

**GA:** Still concerned it's a little vague.

**DR:** Can edit.

**GA:** Just wants to be clear so families aren't confused. CDC doesn't require a negative test to return.

**DR:** CDPH is different from CDC and is more stringent. GUSD will follow CDPH.

**JM:** Will we still scan for temperature at drop off?

**DR:** No curbside health screening.

**JM:** If we did have an outbreak, would we reinstate health screening?

**DR:** Yes, any of the previous mitigation steps can be reinstated.

**PL:** What is the threshold for an outbreak?

**DR:** Three confirmed cases in a classroom within a 7-10 day time span. In terms of a campus-wide outbreak, there is no hard or standard definition.

**AB:** If there was a classroom outbreak - would all teachers and students be masked?

**DR:** At that point we take instruction (recommendation or mandate) from Sonoma County Health Department and are in contact with CDPH health nurse.

**AB:** Is there still a deep clean if positive in classroom?

**DR:** Yes.

**AK:** Can you explain the difference between CDC and CPDH? Why are CDC rules more lax?

**DR:** They create guidelines and make recommendations to each state. Each state can adopt or put something more restrictive in place. Our state health department has asked for a more stringent protocol. The difference in guidelines is related directly to the severity of impact of the current variant

**GA:** Motion to approve the 2022-2023 Safety Plan with GUTA-proposed changes.

Motion \_\_\_\_\_ AK \_\_\_\_\_ Second \_\_\_\_\_ PL \_\_\_\_\_

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

**B. (p. 78) Resolution #220809-01, Approval of Two Specially Funded Short- Term Employees (2 min)**

**Situation:** Pursuant to Education Codes 44916 and 45103, in order to assign employees to provide instruction and support for Zero Period Physical Education at Hillcrest Middle School using Gravenstein Parent Association (GPA) funding, the Board is required to approve a resolution approving temporary employment for the needed positions.

**Plan:** Pending Board approval, staff will notice the employees regarding the temporary status of the positions of teacher and instructional assistant for Zero Period PE and will implement the necessary process to collect GPA funds to support the positions for the 22/23 school year.

**Recommended motion:** For the Board to approve Resolution #220809-01.

Action taken/comments:

Motion to approve Resolution #220809-01.

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

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

**C. Board Meeting Format (2 min.)**

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

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

**Recommended motion:** No recommendation at this time.

Action taken/comments: Motion to continue distance meeting forward.

Motion \_\_\_\_\_ AK \_\_\_\_\_ Second \_\_\_\_\_ PL \_\_\_\_\_

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

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

Moved to closed session 6:40 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**
    - a) Superintendent's Evaluation**
  - 4.0 Conference with Negotiations team:**
    - a) GUTA/GUCE negotiations update**

**IX. RECONVENE TO OPEN SESSION**

Returned to Open session at 7:43pm

**X. PUBLIC REPORT OF ACTION ON ITEMS HEARD IN CLOSED SESSION**

No reportable actions were taken.

**XI. FUTURE BOARD MEETINGS**

- A. September 13, 2022 at 5pm**
- B. October 11, 2022 at 5pm**
- C. November 8, 2022 at 5pm**

**XII. ADJOURNMENT**

Meeting adjourned at 7:44pm

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.

**Recording Requested By:**  
Gravenstein Union School District  
3840 Twig Ave,  
Sebastopol, CA 95472

**When Recorded Return to:**  
Gravenstein Union School District  
3840 Twig Ave,  
Sebastopol, CA 95472

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**NOTICE OF COMPLETION**  
Civil Code § 8182, 8184, 9204, and 9208  
Exempt from recording fees pursuant to Government Code section 27383

NOTICE IS HEREBY GIVEN that the Board of Trustees of the **Gravenstein Union School District**, owner, authorized that the following project be constructed: **Hillcrest Heat Mitigation Phase II** ("Project"); that the general contractor for the Project is **FRC, Inc.**; and that:

1. The date of completion of the work of the Project was: **Wednesday, September 7, 2022** ;
2. The work of improvement is located at: **725 Bloomfield Road, Sebastopol, California 95472**. The District has a fee interest in the subject property.
3. The Owner's address is **3840 Twig Ave, Sebastopol, CA 95472**.

*Verification*

I, \_\_\_\_\_, state that I am a duly authorized agent of the District and I make this verification on behalf of the Governing Board. I have read the foregoing Notice of Completion and know the contents thereof. The same is true of my own knowledge, except as to those matters stated on information and belief and, as to those matters, I believe them to be true.

Executed in Sonoma County, California. I declare under penalty of perjury under the laws of the State of California that the above is true and correct.

\_\_\_\_\_  
Authorized Agent of Owner

\_\_\_\_\_  
Date

Name: Dave Rose  
Title: Superintendent  
District: Gravenstein Union School District



**Recording Requested By:**  
Gravenstein Union School District  
3840 Twig Ave,  
Sebastopol, CA 95472

**When Recorded Return to:**  
Gravenstein Union School District  
3840 Twig Ave,  
Sebastopol, CA 95472

---

**NOTICE OF COMPLETION**

Civil Code § 8182, 8184, 9204, and 9208  
Exempt from recording fees pursuant to Government Code section 27383

NOTICE IS HEREBY GIVEN that the Board of Trustees of the **Gravenstein Union School District**, owner, authorized that the following project be constructed: **Gravenstein Elementary School Modular Toilet Room Additions** ("Project"); that the general contractor for the Project is **Ridgeview Builders, Inc.**; and that:

1. The date of completion of the work of the Project was: **Thursday, September 1, 2022** ;
2. The work of improvement is located at: **3840 Twig Ave, Sebastopol, CA 95472**. The District has a fee interest in the subject property.
3. The Owner's address is **3840 Twig Ave, Sebastopol, CA 95472**.

*Verification*

I, \_\_\_\_\_, state that I am a duly authorized agent of the District and I make this verification on behalf of the Governing Board. I have read the foregoing Notice of Completion and know the contents thereof. The same is true of my own knowledge, except as to those matters stated on information and belief and, as to those matters, I believe them to be true.

Executed in Sonoma County, California. I declare under penalty of perjury under the laws of the State of California that the above is true and correct.

\_\_\_\_\_  
Authorized Agent of Owner

\_\_\_\_\_  
Date

Name: Dave Rose  
Title: Superintendent  
District: Gravenstein Union School District



QUATTROCCHI KWOK ARCHITECTS

Main Office
636 5th Street
Santa Rosa, California 95404
Phone: 707-576-0829
Fax:

Project: 1889.02 - Hillcrest Middle School Heat Mitigation PH 1 & 2
725 Bloomfield Road
Sebastopol, California 95472
Phone: 707-823-7653
Fax:

Prime Contract Change Order #001:

DATE CREATED: 9/07/2022 REVISION: 0
CONTRACT FOR: 2:Hillcrest Middle School Roofing PH 2 Prime Contract TOTAL AMOUNT: (\$94,025.82)

Table with 2 columns: Description and Amount. Rows include: The original (Contract Sum) \$ 1,355,174.00; Net change by previously authorized Change Orders \$ 0.00; The contract sum prior to this Change Order was \$ 1,355,174.00; The contract sum would be changed by this Change Order in the amount of (\$94,025.82); The new contract sum including this Change Order will be \$ 1,261,148.18; The contract time will not be changed by this Change Order by 0 days.

Not valid until signed by both the Owner and the Architect.

Signature of the contractor indicates his or her approval herewith, including any adjustment in the Contract Sum or Contract Time.

The compensation (time and cost) set forth in this Change Order comprises the total compensation due the Contractor, all Subcontractors and all Suppliers, at all tiers, for the work or change defined in the Change Order, including all impact on unchanged work. By signing this Change Order the Contractor acknowledges and agrees, on behalf of themselves, all Subcontractors and all Suppliers, at all tiers, that the stipulated compensation includes payment for all work contained in the Change Order, plus all payment for the interruption of schedules, extended and unabsorbed overhead costs, delay, disruption, and all impact, ripple impact or cumulative impact on all other work under this Contract.

By execution of this Change Order the Contractor specifically waives, relinquishes, and releases any and all rights under Section 1542 of the California Civil Code which reads as follows:

"A GENERAL RELEASE DOES NOT EXTEND TO CLAIMS WHICH THE CREDITOR DOES NOT KNOW OR SUSPECT TO EXIST IN HIS OR HER FAVOR AT THE TIME OF EXECUTING THE RELEASE, WHICH IF KNOWN BY HIM OR HER MUST HAVE MATERIALLY EFFECTED HIS OR HER SETTLEMENT WITH THE DEBTOR."

Quattrocchi Kwok Architects
636 5th Street
Santa Rosa California 95404

Gravenstein Union School District
3840 Twig Ave.
Sebastopol California 95472

FRC, Inc.
9680 Old Redwood Highway
Windsor California 95492

SIGNATURE [Signature] DATE

SIGNATURE DATE

SIGNATURE [Signature] DATE 9/7/2022



**POTENTIAL CHANGE ORDERS IN THIS CHANGE ORDER:**

<b>PCO #</b>	<b>Description</b>	<b>Schedule Impact</b>	<b>Amount</b>
008	<u>CE #008 - P2 PCO #8 Storm Drain Connection</u> P2 PCO #8 Storm Drain Connection	0 days	20,506.18
009	<u>CE #009 - P2 PCO #9 RWL Allowance Credit</u> P2 PCO #9 RWL Allowance Credit	0 days	(50,000.00)
010	<u>CE #010 - P2 PCO #10 Contingency Credit</u> P2 PCO #10 Contingency Credit	0 days	(64,532.00)
<b>TOTAL:</b>			<b>(\$94,025.82)</b>

**CHANGE ORDER LINE ITEMS:**



QUATTROCCHI KWOK  
ARCHITECTS

Main Office  
636 5th Street  
Santa Rosa, California 95404  
Phone: 707-576-0829  
Fax:

PCCO #001

Project: 2036.00 - Gravenstein ES Portables  
3840 Twig Avenue  
Sebastopol, California 95472  
Phone: 707-823-7008  
Fax:

## Prime Contract Change Order #001: Change Order 001

<b>DATE CREATED:</b>	8/ 23 /2022	<b>REVISION:</b>	0
<b>CONTRACT FOR:</b>	001:Ridgeview Prime Contract	<b>TOTAL AMOUNT:</b>	\$ 212.80

The original (Contract Sum)	\$ 122,500.00
Net change by previously authorized Change Orders	\$ 0.00
The contract sum prior to this Change Order was	\$ 122,500.00
The contract sum would be changed by this Change Order in the amount of	\$ 212.80
The new contract sum including this Change Order will be	\$ 122,712.80
The contract time will not be changed by this Change Order by 0 days	

**Not valid until signed by both the Owner and the Architect.**

Signature of the contractor indicates his or her approval herewith, including any adjustment in the Contract Sum or Contract Time.

The compensation (time and cost) set forth in this Change Order comprises the total compensation due the Contractor, all Subcontractors and all Suppliers, at all tiers, for the work or change defined in the Change Order, including all impact on unchanged work. By signing this Change Order the Contractor acknowledges and agrees, on behalf of themselves, all Subcontractors and all Suppliers, at all tiers, that the stipulated compensation includes payment for all work contained in the Change Order, plus all payment for the interruption of schedules, extended and unabsorbed overhead costs, delay, disruption, and all impact, ripple impact or cumulative impact on all other work under this Contract. The signing of the Change Order indicates that the Change Order constitutes full mutual accord and satisfaction for the changed work, and that the time and cost under the Change Order constitutes the total equitable adjustment owed the Contractor, all Subcontractors and all Suppliers, at all tiers, as a result of the change. The Contractor, on behalf of themselves, all Subcontractors and all Suppliers, at all tiers, agrees to waive all rights, without exception or reservation of any kind whatsoever to file any further claim related to this Change Order. No further claim or request for equitable adjustment of any kind whatsoever shall arise out of or as a result of this change or the impact of this change on the remainder of the work under this Contract.

**By execution of this Change Order the Contractor specifically waives, relinquishes, and releases any and all rights under Section 1542 of the California Civil Code which reads as follows:**

"A GENERAL RELEASE DOES NOT EXTEND TO CLAIMS WHICH THE CREDITOR DOES NOT KNOW OR SUSPECT TO EXIST IN HIS OR HER FAVOR AT THE TIME OF EXECUTING THE RELEASE, WHICH IF KNOWN BY HIM OR HER MUST HAVE MATERIALLY EFFECTED HIS OR HER SETTLEMENT WITH THE DEBTOR."

Quattrocchi Kwok Architects  
636 5th Street  
Santa Rosa California 95404

Gravenstein Union School District  
3840 Twig Ave.  
Sebastopol California 95472

Ridgeview Builders, Inc.  
3100 Dutton Avenue Suite 104  
Santa Rosa California 95407

**Tom Langer** Digitally signed by Tom Langer  
Date: 2022.09.06 13:17:18 -07'00'

SIGNATURE

DATE

SIGNATURE

DATE

SIGNATURE

DATE

Main Office



**POTENTIAL CHANGE ORDERS IN THIS CHANGE ORDER:**

<b>PCO #</b>	<b>Description</b>	<b>Schedule Impact</b>	<b>Amount</b>
001	Provide labor to install 3/4" DCW below floor due to no point of connection above ceiling. See RG Plumbing CO 1.	0 days	893.20
002	Credit to re-use existing light fixtures in lieu of providing new fixtures in both restrooms.	0 days	(2,267.00)
003	Framing wall for plumbing. Existing structural beam did not allow for wall penetrations needed for plumbing.	0 days	1,586.60
<b>TOTAL:</b>			<b>\$212.80</b>

**CHANGE ORDER LINE ITEMS:**

Gravenstein Union School District	Racial Equity Committee - Reflection Session
July 1, 2022	Virtual

The Racial Equity Committee met to reflect on their processes, successes and challenges from the past year, their vision for the future, and what they need as far as support in order to achieve that vision. After the meeting, the questions were sent out to the committee as a google form to obtain additional feedback from group members who were unable to attend the zoom session. Four committee members were present for the reflection session, and one member filled out the google form.

What has gone well:

- Public meetings
  - Third-party facilitation (by consultants)
  - Focused on facts and foundational understanding
  - Witnessing a variety of strategies and meeting formats, which vary in success depending on subject matter and the people in the room
- Committee
  - Learning from each other
  - Passionate people showing up monthly to discuss racial equity
  - Initially a mix of teachers, parents, and admin
  - Committee identified the need for consultants
- Board support
  - Board funded the hiring of consultants

Challenges:

- Unclear plan/lack of alignment/structure for moving forward
  - The original declaration from the board did not turn into an actionable plan, and it wasn't clear to anyone who was responsible for making it into one.
  - Teachers were looking for certain kinds of immediate support, and it did not come. Teachers were hoping for professional development (PD) on literacy

instruction and on support in new social studies curriculum adoption. Admin believed that teachers were overwhelmed with returning from distance learning and that it was too soon. There was no channel of communication between teachers-committee-consultants.

- It appeared to committee members that leadership does not seem to agree or be able to state the specifics of a racial equity problem at GUSD.
- Community meetings did not directly address equity at GUSD.
- Time commitment/bandwidth/resources/consistency
  - Family structure and other commitments got in the way.
  - Small district and people have so many other responsibilities
  - Not comfortable asking people to do extra work without stipends
  - Meeting times conflicted for some
  - Meetings were canceled without warning
- Pushback
  - Folks struggle to engage with people who deny that there is a problem with racial equity at GUSD.
- Leadership
  - The committee leader felt ill-equipped for the job
  - There were unmitigated power dynamics at play when the leader was also in an admin position, and the committee was not engaged in negotiating the tasks for/with the consultants. Committee members felt that this stifled honest and vulnerable communication
  - General lack of engagement/follow-through
- Community engagement
  - Getting people to share their experiences in focus groups is difficult
  - There was limited bandwidth for recruiting families and alumni, and multiple focus groups had to be rescheduled. One principal interview and one focus group remain incomplete.
  - This engagement was to be the basis for tailoring the trainings to the specifics of the district, and so is implicated in the holding pattern.
  - Community meetings did not include opportunities for families to share their experiences at school. There are no such avenues available to all at GUSD.

Desired changes:

- Improved communication loop among teachers, committee, board, consultants, and community
- Reorienting towards the resolution and making it actionable, begin implementation, and create an evaluation and refinement strategy.
- Creating a structure for the committee that includes transparency, regular scheduling, clearly defined roles, expectations, responsibilities, and community agreements. Resource this group. Look at what other schools are doing with their committees that is successful
  - At the founding of this group, there was no onboarding, no clearly defined committee or roles, no charge/charter, whoever shows up shows up, no clarity of purpose, opt-in only. The group became somewhat more formalized when interviewing consultants, but that didn't last, and there was nothing built in (to the consultant contract or to any other place within the district) to formally support the committee.
- Group leader should feel equipped/supported to lead and be knowledgeable in DEB
- Provide constituents with an avenue for feedback.
- Prioritize supporting teachers with curriculum and pedagogy rather than community education
- Looking for something prescriptive - someone to come in and tell teachers what changes to make in the classroom

Vision for the committee moving forward:

- DEI needs to be a lens that GUSD sees everything through rather than siloed into a particular initiative. The committee could be a resource bank for people planning events, for admin planning PD (though the committee doesn't currently feel equipped to be this).
- Support the teaching staff in creating an equitable learning environment (and receive the support needed to do this, because currently, the group realizes it does not have the expertise or lived experience to do it).
- Broad and equitable representation
- Cooperative leadership and bottom-up approach



- Create structures for ongoing engagement with all constituencies (students, teachers, admin, parents, community)
- Initiatives that center praxis
- Community engagement and education
- Reevaluate terms/relationship with consultants to meet the goals of the committee.

#### Supports needed from the district

- The district needs to decide what it wants and maybe start fresh.
- Hire a DEI coordinator as an admin position (the committee could support this hiring)
- Closing the communication gaps
- Prioritizing PD for teachers/admin and supporting teachers and staff who interface with families and community members who are resistant to this work (especially as this resistance gets more common and organized, which is what committee members said they are seeing in the public libraries).
- Identify and own the problem
- Develop clear values/what does this district stand for and a plan for how these values are conveyed to students and how teachers are evaluated based on them. Develop a plan for educating admin, teachers, staff, students, and a plan for consistently evaluating the progress of the plan and shifting as needed.

## **GUSD DEI Committee (DRAFT)**

(Formally the Racial Justice Committee)

AS GUSD progresses through its Strategic Planning phase to lay out a multi year plan for its program and spending goals related to the LCAP, Master Facilities Plan, and Enrichment offerings, there is a need to make sure that we meet our Diversity, Equity and Inclusion goals. The DEI Committee will build on the early work of the Racial Justice Committee but will focus on assisting the GUSD Board of Trustees in reviewing the programs and educational goals in an advisory role to the Board. The DEI Committee is an advisory committee that will report to the Board. The committee will not set policies or have the authority to make changes to the program. The committee will have no fiduciary responsibilities.

### What is Diversity Equity and Inclusion

**Diversity** is the presence of differences that may include race, gender, religion, sexual orientation, ethnicity, nationality, socioeconomic status, language, (dis)ability, age, religious commitment, or political perspective. Populations that have been-and remain- underrepresented among practitioners in the field and marginalized in the broader society.

**Equity** is promoting justice, impartiality and fairness within the procedures, processes, and distribution of resources by institutions or systems. Tackling equity issues requires an understanding of the root causes of outcome disparities within our society.

**Inclusion** is an outcome to ensure those that are diverse actually feel and/or are welcomed. Inclusion outcomes are met when you, your institution, and your program are truly inviting to all. To the degree to which diverse individuals are able to participate fully in the decision-making processes and development opportunities within an organization or group.

(source: <https://dei.extension.org/>)

### DEI Committee Task as advisors to the Board:

1. Assist the Board in a DEI review of the documents developed by the Strategic Planning Committee.
2. Support the Board in doing a DEI review of each grade level program.
3. Support the Board in doing a DEI review of the Enrichment program.
4. Support the Board in doing a DEI review of our sports and extracurricular programs.
5. Support the Board were needed with a focus on DEI

### DEI Committee Goals as advisors to the Board:

1. Review programs to provide a diverse, equitable and inclusive educational environment for all students.
2. Review programs to provide an equitable environment for all students without fear of threat, humiliation, danger, or disregard
3. Review programs to help ensure resources are distributed in an equitable and fair manner such that the notion that all diverse learners must achieve high academic standards and other school outcomes become possible

#### DEI Committee Structure:

- Advisory Committee

The committee is an advisory group that will notify the Board that it has questions regarding diversity, equity, and inclusion in the programs or documents it helps to review. It is designed to “warn” the Board that there are deficiencies where they exist. It is not designed to provide answers or suggestions to fix the deficiencies only to aid the Board in documenting them. Deficiencies when noted will be addressed by the individuals overseeing the programs, producing the documents, Administration, and the Board.

- Committee Chair:

The DEI Committee Chair will be chaired by a member of the GUSD Board. The committee chair will be a non-regular voting member of the committee and will serve as the administrator of the committee. The Chair may vote when needed to break ties.

- Committee membership

The Committee may have up to 12 members excluding the Committee Chair and will comprise no more than four certificated staff members, four classified staff members, and four parents. The founding members can first come from the Racial Justice Committee. Following that members shall be appointed by either GUTA for certificated staff, GUCE for classified staff, and GPA for parents. No member of executive staff (superintendent, principals, CBO, Facilities Director) may serve on the committee as either staff or parent. The executive staff will be involved at a high level with the Strategic Planning Committee. Other than as Committee Chair, no other Board member may serve on the committee.

- Time Commitment

Committee members are asked to make a two-year commitment when possible but must be committed to at least a full calendar year. Meetings will be held monthly with the possibility of additional meetings as needed. Outside of meetings members will be asked to review documents as they become available. Meetings will be held so as not to interfere with the certificated and classified staff work schedule and the meeting schedule will be defined by the committee.

- Resources:

The Board shall set aside resources to support the DEI committee as part of the schools on going budget (amount TBD).

### **Timeline**

- September 11th - 16th 2022 presented to stakeholders
  - Racial Justice Committee
  - GUSD Board and Administration
  - GUTA
  - GUCE
  - GPA
- September 30th All comments by stakeholders entered into google docs
- October 11th Board meeting document presented for Board approval
- First meeting of the DEI Committee TBD

# GRAVENSTEIN UNION SCHOOL DISTRICT NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Gravenstein Union School District intends to conduct a Public Hearing to consider a resolution stating the Sufficiency of Instructional Materials.

Date: September 13, 2022

Time: 5:00 PM at the regular meeting of the Board of Trustees

Place: Gravenstein School, Multipurpose Room  
3840 Twig Ave, Sebastopol, CA 95472

(The Hearing can be accessed virtually, visit the GUSD website for a link to the meeting.)

Purpose: (1) To obtain input from the community as to whether each pupil in the Gravenstein Union School District, including English Learners, has sufficient textbooks and instructional materials that are aligned to the content standards and are consistent with the cycles and content of the curriculum frameworks in the in the following subject areas:

- English/Language Arts (Including ELD instructional materials)
- Mathematics
- History/Social Science
- Science
- Health
- Foreign Language

(2) To obtain input from the community as to whether each pupil enrolled in a foreign language or health class has sufficient textbooks and instructional materials.

Posted: Gravenstein Union School District Website  
Hillcrest Middle School  
Gravenstein District Office  
September 1, 2022

**GRAVENSTEIN UNION SCHOOL-DISTRICT  
RESOLUTION #220913-1  
TEXTBOOK AND INSTRUCTIONAL MATERIALS SUFFICIENCY  
FOR GUSD  
FOR THE 2022-23 SCHOOL YEAR**

Whereas, the governing board of Gravenstein School District, in order to comply with the requirements of Education Code Section 60119 held a public hearing on September 13, 2022 at 5:00 p.m. o'clock, which is on or before the eighth week of school (between the first day that students attend school and the end of the eighth week from that day) and which did not take place during or immediately following school hours, and;

Whereas, the governing board provided at least 10 days notice of the public hearing posted in at least three public places within the district that stated the time, place, and purpose of the hearing, and;

Whereas, the governing board encouraged participation by parents, teachers, members of the community, and bargaining unit leaders (if the district or county office has a bargaining unit) in the public hearing, and;

Whereas, information provided at the public hearing and to the governing board at the public meeting detailed the extent to which textbooks and instructional materials were provided to all students, including English learners, in the district/county office of education, and;

Whereas, the definition of "sufficient textbooks or instructional materials" means that each pupil has a textbook or instructional materials, or both, to use in class and to take home, and;

Whereas, sufficient textbooks and instructional materials were provided to each student, including English learners, that are aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks in the following subjects:

- Mathematics
  - Grades K-5; Houghton Mifflin Harcourt Go Math!
  - Grades 6-8; Illustrative Mathematics
  
- Science
  - TK-2 Twig
  - 3-5 Amplify
  - 6-8 Stem Scopes
  
- History/Social Science
  - Grades K-5; Harcourt
  - Grades 6-8; TCI History Alive
  
- English/Language Arts, including the English Language Development component of a California-approved program
  - Grade TK; McGraw Hill World of Wonders Program
  - Grades K-5;

- Open Court
- Language Live! Replacement Curriculum for 3-5 ELA
- Grades 6-8; McGraw Hill StudySync Program

Whereas, sufficient textbooks or instructional materials were provided to each pupil enrolled in foreign language or health classes, and;

- Spanish
  - Grade 3; Cambridge University Press Hola! Level 1
  - Grade 4-5; McGraw-Hill - Viva El Espanol Hola
  - Grade 6; Perfection Learning - Spanish is Fun
  - Grade 7-8; McGraw Hill - Buen Viaje
  
- Health
  - Teen Health (6-8)

Therefore, it is resolved that for the 2022-23 school year, the Gravenstein Union School District has provided each pupil with sufficient textbooks and instructional materials aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks.

Passed and adopted by the Governing Board of the Gravenstein Union School District on September 13, 2022 by the following vote:

Ayes: \_\_\_\_\_

Noes: \_\_\_\_\_

Absent: \_\_\_\_\_

Date: \_\_\_\_\_

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Gregory Appling  
President, Board of Trustees

**2022–23 Certification of Assurances**


Submission of Certification of Assurances is required every fiscal year. A complete list of legal and program assurances for the fiscal year can be found at <https://www.cde.ca.gov/fg/aa/co/ca21assurancetoc.asp>.

**CDE Program Contact:**

Consolidated Application Support Desk, Education Data Office, [ConAppSupport@cde.ca.gov](mailto:ConAppSupport@cde.ca.gov), 916-319-0297

**Consolidated Application Certification Statement**

I hereby certify that all of the applicable state and federal rules and regulations will be observed by this applicant; that to the best of my knowledge the information contained in this application is correct and complete; and I agree to participate in the monitoring process regarding the use of these funds according to the standards and criteria set forth by the California Department of Education Federal Program Monitoring (FPM) Office. Legal assurances for all programs are accepted as the basic legal condition for the operation of selected projects and programs and copies of assurances are retained on site. I certify that we accept all assurances except for those for which a waiver has been obtained or requested. A copy of all waivers or requests is on file. I certify that actual ink signatures for this form are on file.

Authorized Representative's Full Name	Dave Rose
Authorized Representative's Signature	
Authorized Representative's Title	Superintendent
Authorized Representative's Signature Date	09/08/2022

**\*\*\*Warning\*\*\***

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.



**2022–23 Protected Prayer Certification**

Every Student Succeeds Act (ESSA) Section 8524 specifies federal requirements regarding constitutionally protected prayer in public elementary and secondary schools. This form meets the annual requirement and provides written certification.

**CDE Program Contact:**

Miguel Cordova, Title I Policy, Program, and Support Office, [MCordova@cde.ca.gov](mailto:MCordova@cde.ca.gov), 916-319-0381

**Protected Prayer Certification Statement**

The local educational agency (LEA) hereby assures and certifies to the California State Board of Education that the LEA has no policy that prevents, or otherwise denies participation in, constitutionally protected prayer in public schools as set forth in the "Guidance on Constitutionally Protected Prayer in Public Elementary and Secondary Schools."

The LEA hereby assures that this page has been printed and contains an ink signature. The ink signature copy shall be made available to the California Department of Education upon request or as part of an audit, a compliance review, or a complaint investigation.

The authorized representative agrees to the above statement	Yes
Authorized Representative's Full Name	Dave Rose
Authorized Representative's Title	Superintendent
Authorized Representative's Signature Date	09/08/2022
Comment If the LEA is not able to certify at this time, then an explanation must be provided in the comment field. (Maximum 500 characters)	

**\*\*\*Warning\*\*\***

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## 2022–23 LCAP Federal Addendum Certification

**CDE Program Contact:**

Local Agency Systems Support Office, [LCAPAddendum@cde.ca.gov](mailto:LCAPAddendum@cde.ca.gov), 916-323-5233

**Initial Application**

To receive initial funding under the Every Student Succeeds Act (ESSA), a local educational agency (LEA) must have a plan approved by the State Educational Agency on file with the State. Within California, LEAs that apply for ESSA funds for the first time are required to complete the Local Control and Accountability Plan (LCAP), the LCAP Federal Addendum Template (Addendum), and the Consolidated Application (ConApp). The LCAP, in conjunction with the Addendum and the ConApp, serve to meet the requirements of the ESSA LEA Plan.

In order to initially apply for funds, the LEA must certify that the current LCAP has been approved by the local governing board or governing body of the LEA. As part of this certification, the LEA agrees to submit the LCAP Federal Addendum, that has been approved by the local governing board or governing body of the LEA, to the California Department of Education (CDE) and acknowledges that the LEA agrees to work with the CDE to ensure that the Addendum addresses all required provisions of the ESSA programs for which they are applying for federal education funds.

**Returning Application**

If the LEA certified a prior year LCAP Federal Addendum Certification data collection form in the Consolidated Application and Reporting System, then the LEA may use in this form the same original approval or adoption date used in the prior year form.

<b>County Office of Education (COE) or District</b>	07/19/2022
For a COE, enter the original approval date as the day the CDE approved the current LCAP. For a district, enter the original approval date as the day the COE approved the current LCAP	
<b>Direct Funded Charter</b>	
Enter the adoption date of the current LCAP	
Authorized Representative's Full Name	Dave Rose
Authorized Representative's Title	Superintendent

**\*\*\*Warning\*\*\***

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

## 2022–23 Application for Funding

**CDE Program Contact:**

Consolidated Application Support Desk, Education Data Office, [ConAppSupport@cde.ca.gov](mailto:ConAppSupport@cde.ca.gov), 916-319-0297

### Local Governing Board Approval

The local educational agency (LEA) is required to review and receive approval of their Application for Funding selections with their local governing board.

By checking this box the LEA certifies that the Local Board has approved the Application for Funding for the listed fiscal year	Yes
---	-----

### District English Learner Advisory Committee Review

Per Title 5 of the California Code of Regulations Section 11308, if your LEA has more than 50 English learners, then the LEA must establish a District English Learner Advisory Committee (DELAC) which shall review and advise on the development of the application for funding programs that serve English learners.

By checking this box the LEA certifies that parent input has been received from the District English Learner Committee (if applicable) regarding the spending of Title III funds for the listed fiscal year	Yes
---	-----

### Application for Categorical Programs

To receive specific categorical funds for a school year, the LEA must apply for the funds by selecting Yes below. Only the categorical funds that the LEA is eligible to receive are displayed.

<b>Title I, Part A (Basic Grant)</b> ESSA Sec. 1111 et seq. SACS 3010	Yes
<b>Title II, Part A (Supporting Effective Instruction)</b> ESEA Sec. 2104 SACS 4035	Yes
<b>Title III English Learner</b> ESEA Sec. 3102 SACS 4203	Yes
<b>Title III Immigrant</b> ESEA Sec. 3102 SACS 4201	Yes
<b>Title IV, Part A (Student and School Support)</b> ESSA Sec. 4101 SACS 4127	Yes

**\*\*\*Warning\*\*\***

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### 2022–23 Title III English Learner Student Program Subgrant Budget

The purpose of this data collection form is to provide a proposed budget for English learner (EL) Student Program Subgrant funds only per the Title III English Learner Students Program requirements (ESSA, Sections 3114, 3115, & 3116).

**CDE Program Contact:**

Geoffrey Ndirangu, Language Policy and Leadership Office, [GNdirang@cde.ca.gov](mailto:GNdirang@cde.ca.gov), 916-323-5831

#### Estimated Allocation Calculation

Estimated English learner per student allocation	\$125.10
Estimated English learner student count	60
Estimated English learner student program allocation	\$7,506

**Note: \$10,000 minimum program eligibility criteria**

If the local educational agency's estimated English learner student program allocation is less than \$10,000, then it does not meet the minimum program eligibility criteria for direct funding status and requires further action. To receive instructions regarding the consortium application process, please go to the California Department of Education Title III EL Consortium Details web page at <https://www.cde.ca.gov/sp/el/t3/elconsortium.asp>.

#### Budget

Professional development activities	\$2,458
Program and other authorized activities	\$2,421
English Proficiency and Academic Achievement	\$2,626
Parent, family, and community engagement	\$1
Direct administrative costs (Amount cannot exceed 2% of the estimated English learner student program allocation)	\$0
Indirect costs (LEA can apply its approved indirect rate to the portion of the subgrant that is not reserved for direct administrative costs)	\$0
Total budget	\$7,506

**\*\*\*Warning\*\*\***

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### 2022–23 Title III Immigrant Student Program Subgrant Budget

The purpose of this data collection form is to provide a proposed budget for Immigrant Student Program Subgrant funds only per the Title III Immigrant Student Program requirements (ESSA, Sections 3114, 3115, & 3116).

**CDE Program Contact:**

Geoffrey Ndirangu, Language Policy and Leadership Office, [GNdirang@cde.ca.gov](mailto:GNdirang@cde.ca.gov), 916-323-5831

**Estimated Allocation Calculation**

Estimated immigrant per student allocation	\$150.85
Estimated immigrant student count	2
Estimated immigrant student program allocation	\$302

**Note: Eligibility criteria**

A local educational agency which has 5 or more eligible immigrant students and has experienced a significant increase of one half of 1 percent or more in eligible immigrant students enrollment in the current year, compared with the average of the two preceding fiscal years, is eligible to apply.

**Budget**

Authorized activities	\$302
Direct administrative costs (Amount should not exceed 2% of the estimated immigrant student program allocation)	\$0
Indirect costs (LEA can apply its approved indirect rate to the portion of the subgrant that is not reserved for direct administrative costs)	\$0
Total budget	\$302

**\*\*\*Warning\*\*\***

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### 2022–23 Substitute System for Time Accounting

This certification may be used by auditors and by California Department of Education oversight personnel when conducting audits and sub-recipient monitoring of the substitute time-and-effort system. Approval is automatically granted when the local educational agency (LEA) submits and certifies this data collection.

**CDE Program Contact:**

Hilary Thomson, Fiscal Oversight and Support Office, [HThomson@cde.ca.gov](mailto:HThomson@cde.ca.gov), 916-323-0765

The LEA certifies that only eligible employees will participate in the substitute system and that the system used to document employee work schedules includes sufficient controls to ensure that the schedules are accurate.

Detailed information on documenting salaries and wages, including both substitute systems of time accounting, are described in Procedure 905 of the California School Accounting Manual posted on the web at <https://www.cde.ca.gov/fg/ac/sa/>.

2022–23 Request for authorization	Yes
LEA certifies that the following is a full disclosure of any known deficiencies with the substitute system or known challenges with implementing the system (Maximum 500 characters)	No known deficiencies at this time.

**\*\*\*Warning\*\*\***

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

**GRAVENSTEIN UNION SCHOOL DISTRICT  
RESOLUTION #220913-2  
ADOPTING THE “GANN” LIMIT**

WHEREAS, in November of 1979, the California electorate did adopt Proposition 4, commonly called the Gann Amendment, which added Article XIII-B to the California Constitution; and,

WHEREAS, the provisions of that Article establish maximum appropriation limitations, commonly called “Gann Limits,” for public agencies, including school districts; and,

WHEREAS, the District must establish a revised Gann limit for the 2021-22 fiscal year and a projected Gann Limit for the 2022-23 fiscal year in accordance with the provisions of Article XIII-B and applicable statutory law;

NOW, THEREFORE, BE IT RESOLVED that this Board does provide public notice that the attached calculations and documentation of the Gann limits for the 2021-2022 and 2022-23 fiscal years are made in accord with applicable constitutional and statutory law;

AND BE IT FURTHER RESOLVED that this Board does hereby declare that the appropriations in the Budget for the 2021-22 and 2022-23 fiscal years do not exceed the limitations imposed by Proposition 4;

AND BE IT FURTHER RESOLVED that the Superintendent provides copies of this resolution along with the appropriate attachments to interested citizens of this district.

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Gregory Appling, President Board of Trustees  
Gravenstein Union School District

\_\_\_\_\_  
Date

# Gravenstein Union School District

## Exhibit

Certificated Personnel

### DRAFT

E 4121

Substitute Teacher Daily Rates

Substitute teachers shall be compensated according to the following rates:

Daily Rate:

Half Day	\$100
Full Day	\$185
After 10 <del>consecutive</del> days in the same <del>class</del> <i>school year</i>	\$200
After 20 <del>consecutive</del> days in the same <del>class</del> <i>school year</i>	\$220
After 30 <del>consecutive</del> days in the same <del>class</del> <i>school year</i>	\$240

*Retired GUSD Teachers will be paid \$230 per day, \$125 per half day.*

Adopted: September 2, 1982  
Revised: September 10,  
1987  
February 12, 1992  
January 12, 1994  
December 11, 1996  
September 13, 2000  
June 11, 2008  
April 8, 2015  
November 4, 2015  
April 1, 2019  
June 7, 2022

Gravenstein Union School District  
Sebastopol, CA



Substitute Pay Rates by Distri#REF!		#REF!			
District	Daily Rate	1/2 day Rate	Long Term Rates	Day	Notes
Alexander Valley	\$150.00	pro-rated			
Bellevue Union	\$200.00	\$125.00	\$225.00	11th	Retired Teacher \$250
Bennett Valley	\$200.00	\$110.00	\$220.00	6th	
Cinnabar	\$200.00	\$100.00	\$215.00/\$110.00	20th	
Cloverdale	\$240.00	\$160.00	\$255.00 / \$265.00	11th / 20th	Retired CUSD Teacher: \$275.00
Cotati-Rohnert Park	\$200.00	\$100.00	Day 1-10 \$200/\$100; 11-20 \$230/\$115; District Retiree 11-20 \$250/\$125 21+ move to Salary Schedule		Salary schedule for 21+ days is at step 1, range dependent on Units past BA. District Retirees up to 11F. Updated 2/3/22
Dunham	\$230.00	\$150.00	\$300.00		Long term: On the 6th consecutive day in the same classroom or after 10 accumulated days in the same classroom. Rates effective 2/9/22 - 6/1/22. updated 2/9/22
Forestville	\$175.00	\$90.00	\$200.00	21st	Retired teacher: \$200 daily/\$225 longterm Updated: 2/2/22
Fort Ross	\$150.00	\$75.00			
Geyserville	\$180.00	\$95.00	\$200.00	21st	
Gravenstein	\$185.00	\$100.00	\$200 \$240	11th 21st 31st	Long term rates are for consecutive days in the same class Updated: 06/07/2022
Guerneville	\$180.00	\$110.00	\$300FD/\$150HD	6th	\$900 Frequency Stipend 30FD of subbing \$1500 Longevity Stipend 30FD consecutive Pandemic Raises for 2/1/22 school year 02/2022
Harmony	\$225.00	n/a	\$225.00		Effective 1/20/2022 to 6/3/2022 Updated: 2/2/22
Healdsburg	\$180.00	\$100.00	\$195.00	11th	HUSD Retired
Honicon	\$175.00	\$87.50	Salary Schedule	21st	Teacher LTS: A-1 Effective 7/1/22
Kashia	\$175.00	\$87.50	Salary Schedule	20th	
Kenwood	\$180.00	\$90.00	Salary Schedule	20th	
Liberty	\$180.00	\$100.00	\$200.00 FD/\$100.00 HD \$180.00	11th	Effective 11/01/2021 Updated 2/3/22
Mark West	\$170.00	\$95.00	\$200.00		Retired MWUSD
Monte Rio	\$180.00	\$90.00	\$200.00	21st	Teacher FD \$225.00 Updated 2/2/22
Montgomery	\$180.00	\$90.00			Updated 2/14/22
Oak Grove USD	\$180.00	\$100.00	\$200 Full Day, \$110 Half Day	11th	LTS rate on 11th day Full day \$200 LTS 1/2 2/2/22
Old Adobe	\$200.00	\$100.00			30th day - rates increase to \$215/\$115 Long term assignment Step 1A teacher salary schedule on 2/1st day
Petaluma	\$200.00	\$120.00	1/A salary schedule \$225/\$140	21st	updated 7/28/22
Piner-Olivet	\$150.00	\$100.00	\$160.00 - Short Notice \$160/\$110	21st 11th	updated 8/17/22

Substitute Pay Rates by Distri #REF!		#REF!					
District	Daily Rate	1/2 day Rate	Long Term Rates	Day	Notes		
Rincon Valley	\$160.00	\$90.00	\$299.48	11th	\$1000 stipend after 35 days worked in a school year. Special Ed Sub Rate \$180.00/day **Daily Rate for former district teachers or those who hold their California Preliminary or Clear Credential: \$230 (full day) / \$125 (half day) **Long term sub rate for former district teachers or teachers who hold a California Preliminary or Clear Credential and are authorized for their specific assignment will be placed on the salary schedule **Longevity bonuses: 30 days of substitute teaching will receive \$1200; 60 days of substitute teaching will receive an additional \$1300; 90 days of substitute teaching will receive an additional \$1500 (rates valid through June 30, 2023)	updated 2/2/22	
Roseland	\$210.00	\$105.00	\$300/\$150	6th		Updated 7/21/22	
Santa Rosa	\$200.00	\$100.00	**\$150 for 1/2 Day \$300 for full day	Daily (1-6 days) **Long Term (assignments of 7+ consecutive days)	\$1500 after 40 days of Daily (6 hr) assignments (non-consecutive)	updated 7/21/22	
SCOE	\$200.00	\$105.00	*\$210 **\$210	Daily (1-15 days) *Daily (16+ accumulated days) **Long Term (assignments of 16+ consecutive days)			
SCOE Certificated as Classified	\$180.00	\$100.00					
SCOE Certificated Retiree	\$300.00	\$150.00	*\$375.00	Daily (1-15 days) *Daily (16+ accumulated days)	Long Term Assignments of 20+ consecutive days, at prior range/step.		
Sebastopol District Retiree	\$180.00	\$100.00	\$210.00/pro-rated	21st			
Sebastopol USD	\$170.00	\$90.00	\$200.00/pro-rated	21st			

Substitute Pay Rates by Distri #REF! #REF!						
District	Daily Rate	1/2 day Rate	Long Term Rates	Day	Notes	
Sonoma Valley	\$170.00	\$100.00	\$180.00/\$95.00	11th		
Twin Hills	\$150.00	\$100.00	\$209.00/ \$105.00	21st		7/21/2022
			\$175.00	31st		
Two Rock	\$175.00	\$95.00	195.00/110.00 & 215.00 /120.00	16-30 days & 31+ days		
Waugh	\$205.00	\$105.00	\$205.00/\$105.00	20th	effective 7/1/22 - 6/30/23	Updated 7/21/22
West Side	\$145.00	\$90.00	\$165.00	11th		
West Sonoma	\$175.00	\$105.00	\$200/\$115	16 th		
			\$135.00	1-15		
Wilmar Union	\$135.00	\$70.00	\$150.00	16-30		
Windsor	\$175.00	\$110.00	\$160.00	31st		
Windsor District Retiree	\$200.00	\$124.00	\$195.00	11th	Updated 2/2/22	
			\$220.00	10th		
Wright	\$200.00	\$115.00	\$200.00	1-10		
			\$210.00	11-29		
			\$280.00	30+		
Wright District Retiree	\$300.00	\$150.00				

RESOLUTION ADOPTING A  
CONFLICT OF INTEREST CODE - RESOLUTION #220913-03

WHEREAS, the Political Reform Act, Government Code 87300-87313, requires each public agency in California to adopt a conflict of interest code; and

WHEREAS, the Governing Board of the Gravenstein Union School District has previously adopted a local conflict of interest code; and

WHEREAS, past and future amendments to the Political Reform Act and implementing regulations may require conforming amendments to be made to the district's conflict of interest code; and

WHEREAS, a regulation adopted by the Fair Political Practices Commission, 2 CCR 18730, provides that incorporation by reference of the terms of that regulation, along with an agency specific appendix designating positions and disclosure categories shall constitute the adoption and amendment of a conflict of interest code in conformance with Government Code 87300 and 87306; and

WHEREAS, the Gravenstein Union School District has recently reviewed its positions, and the duties of each position, and has determined that (changes/no changes) to the current conflict of interest code are necessary; and

WHEREAS, any earlier resolutions, bylaws, and/or appendices containing the district's conflict of interest code shall be rescinded and superseded by this resolution and Appendix; and

NOW THEREFORE BE IT RESOLVED that the Gravenstein Union School District Governing Board adopts the following Conflict of Interest Code including its Appendix of Designated Employees and Disclosure Categories.

PASSED AND ADOPTED THIS \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ at a meeting, by the following vote:

AYES: \_\_\_\_\_ NOES: \_\_\_\_\_ ABSENT: \_\_\_\_\_

Attest:

\_\_\_\_\_  
Secretary/President

## 2022 Conflict of Interest Code Biennial Notice Instructions for Local Agencies

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The Political Reform Act requires every local government agency to review its conflict of interest code biennially. A conflict of interest code tells public officials, governmental employees, and consultants what financial interests they must disclose on their Statement of Economic Interests (Form 700).

By **July 1, 2022**: The code reviewing body must notify agencies and special districts within its jurisdiction to review their conflict of interest codes.

By **October 3, 2022**: The biennial notice must be filed with the agency's code reviewing body.

The FPPC has prepared a 2022 Local Agency Biennial Notice form for local agencies to complete or send to agencies within its jurisdiction to complete before submitting to the code reviewing body. The City Council is the code reviewing body for city agencies. The County Board of Supervisors is the code reviewing body for county agencies and any other local government agency whose jurisdiction is determined to be solely within the county (e.g., school districts, including certain charter schools). The FPPC is the code reviewing body for any agency with jurisdiction in **more than one county** and will contact them.

### **The Local Agency Biennial Notice is not forwarded to the FPPC.**

If amendments to an agency's conflict of interest code are necessary, the amended code must be forwarded to the code reviewing body for approval within 90 days. An agency's amended code is not effective until it has been approved by the code reviewing body.

**If you answer yes, to any of the questions below, your agency's code probably needs to be amended.**

- Is the current code more than five years old?
- Have there been any substantial changes to the agency's organizational structure since the last code was approved?
- Have any positions been eliminated or re-named since the last code was approved?
- Have any new positions been added since the last code was approved?
- Have there been any substantial changes in duties or responsibilities for any positions since the last code was approved?

If you have any questions or are still not sure if you should amend your agency's conflict of interest code, please contact the FPPC. Additional information including an online webinar regarding how to amend a conflict of interest code is available on [FPPC's website](#).

## 2022 Local Agency Biennial Notice

Name of Agency: Gravenstein Union School District  
Mailing Address: 725 Bloomfield Drive, Sebastopol, CA 95472  
Contact Person: David Rose Phone No. 707-823-7008  
Email: drose@grav.k12.ca.us Alternate Email: —

**Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.**

This agency has reviewed its conflict of interest code and has determined that (check one BOX):

**An amendment is required. The following amendments are necessary:**

(Check all that apply.)

- Include new positions
- Revise disclosure categories
- Revise the titles of existing positions
- Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions
- Other (describe) Current code is over 5 years old

**The code is currently under review by the code reviewing body.**

**No amendment is required.** (If your code is over five years old, amendments may be necessary.)

### Verification (to be completed if no amendment is required)

*This agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.*

\_\_\_\_\_  
Signature of Chief Executive Officer

\_\_\_\_\_  
Date

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 3, 2022**, or by the date specified by your agency, if earlier, to:

(Sonoma County Board of Supervisors, attn: Noelle Francis, 575 Administration Dr. Rm #100A, Santa Rosa, CA 95403)

**PLEASE DO NOT RETURN THIS FORM TO THE FPPC.**