



**MINUTES  
SPECIAL MEETING  
BOARD OF TRUSTEES  
February 25, 2015**

The agenda packet and supporting materials, including materials distributed less than 72 hours prior to the scheduled meeting can be viewed at the Point Arena Schools District Office located at 45 Lake Street, Point Arena. For more information please call 882-2803.

**CLOSED SESSION**

**3:30 PM**

District Office  
45 Lake Street  
Point Arena, California

**OPEN SESSION**

**4:30 PM**

Point Arena High School Library  
270 Lake Street  
Point Arena, California

**Section 1:**

1.1 Call to Order

**3:30 PM**

1.2 Roll Call

**Board Member Cione was absent.**

1.3 Public Comment on item(s) to be heard in **Closed Session**

**No comments were made.**

1.4 Recess to Closed Session

a. With respect to every item of business to be discussed in closed session pursuant to Government Code Section 54956.9:

i. Conference with Legal Counsel – Anticipated Litigation

(One Potential Case)

**Section 2:      **Return to Open Session****

2.1 Call to Order

**4:30 PM**

2.2 Pledge of Allegiance to the Flag

2.3 Roll Call

**Board Member Cione was absent.**

2.4 Approval of the Agenda

Board president Miles pointed out that the number on the bottom of the second page was transposed. It should read 4.5 not 5.4.

Board member DeWilder asked to remove item 4.1.3. because it is the superintendent's responsibility to form her committee.

A motion was made by DeWilder and seconded by Bates to approve the agenda as amended.

MSC: DeWilder/Bates            Vote: Student Board Member: Yes            Board: 6-0-0-1

2.5 Announcements, if any, from Closed Session

Board president Miles announced the board voted 6-0-0-1 to approve two letters pertaining to item 4.2. Copies were placed on the table in the back of the meeting room.

**Comment [PCW1]:** public comment on non agenda items is not allowed at a special meeting

**Section 3:            Public Comment Regarding Open Session Items ON the Agenda**

3.1 Individual speakers shall be allowed three minutes to address the Board on all items on the agenda. The Board President may allow additional time as appropriate.

Community member Susan Rush asked that the Superintendent Matrix include communication skills by being able to speak Spanish in order to communicate with the Hispanic population. She also spoke in regard to Prop 39 and Mr. Miller's salary.

Community member Alan Jacobs read a statement about alleged Brown Act violations.

Community member Vernon McNamee asked for an itemized accounting of litigations for the past four years.

**Section 4:            Discussion with Possible Action Items**

4.1 Discussion with possible action regarding the following items originally considered at the December 10, 2015 Board Meeting:

4.1.1 Selection of Board President

A motion was made by DeWilder and seconded by Gardiner to affirm the selection of Ron Miles as Board President.

MSC: DeWilder/Gardiner            Vote: Student Board Member: Yes            Board: 6-0-0-1

4.1.2 Selection of Clerk of the Board

A motion was made by DeWilder and seconded by Bates to affirm the selection of Cindy Cione as Clerk of the Board.

MSC: DeWilder/Bates            Vote: Student Board Member: Yes            Board: 6-0-0-1

4.1.3 Appointment of Superintendent Committees and Board Liaison Assignments (Pg. [1](#))

Item 4.1.3 was removed.

4.1.4 Establish dates for 2015 Board Meetings (Pg. [2](#))

A motion was made by DeWilder and seconded by Shimon to affirm the dates for the 2015 board meetings.

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**MSC: DeWilder/Shimon      Vote: Student Board Member: Yes      Board: 6-0-0-1**

4.1.5 Approval of the 2015 Board Action Calendar (Pgs. [3-7](#))

**A motion was made by DeWilder and seconded by Shimon to affirm the 2015 Board Action Calendar.**

**MSC: DeWilder/Shimon      Vote: Student Board Member: Yes      Board: 6-0-0-1**

4.1.6 Approval of Superintendent Cross as Secretary to the Board

**A motion was made by DeWilder and seconded by Gardiner to affirm Superintendent Cross as Secretary to the Board.**

**MSC: DeWilder/Gardiner      Vote: Student Board Member: Yes      Board: 6-0-0-1**

4.2 **Discussion with possible action** with regard to the “cease and desist” letter received by the Board regarding alleged Brown Act violations.

**A motion was made by DeWilder and seconded by Robinson to have Board President Miles sign two letters in response to the allegations, and make them available to the public.**

**MSC: DeWilder/Robinson      Vote: Student Board Member: Yes      Board: 6-0-0-1**

4.3 **Discussion with possible action** with regard to membership on the Community Advisory Committee (CAC).

**A motion was made by DeWilder and seconded by Bates to accept the list of Community Advisory Committee members.**

**MSC: DeWilder/Bates      Vote: Student Board Member: Yes      Board: 6-0-0-1**

4.4 **Discussion with possible action** regarding the Selection Matrix for the hiring of a new Superintendent (Pg. [8](#)).

**A motion was made by DeWilder and seconded by Robinson to approve the Selection Matrix for the hiring of a new Superintendent.**

**Mr. DeWilder pointed out that the Matrix does include a “bilingual” category.**

**MSC: DeWilder/Robinson      Vote: Student Board Member: Yes      Board: 6-0-0-1**

4.5 **Discussion with possible action** regarding the first reading of the following proposed board policies: (Refer to Agenda Addendum (listed below) for summary description of policies. (Pgs. [9-40](#)):

BP/AR 1312.3, Uniform Complaint Procedures  
BP 5131.2, Bullying  
BP 5145.3, Nondiscrimination/Harassment  
BP/AR 5145.7, Sexual Harassment

**The board received the policies for first read.**

4.6 **Discussion with possible action** regarding proposed BP/E 6146.1, High School Graduation Requirements (Pgs. [41-45](#)).

**The board received the proposed BP/E 6146.1, High School Graduation requirements and discussed the Special Board Meeting Minutes-February 25, 2015**

possibility of eliminating the requirement for 10 credits for computers (basic). The 250 credits required for graduation would not change. It was suggested that keyboarding be taught prior to high school.

4.7 **Discussion with possible action** regarding the updated Contract for Consultant Services between Point Arena Schools and David G. Miller (Pg. 46).

A motion was made by DeWilder and seconded by Bates to approve the updated contract for Consultant Services between Point Arena Schools and David G. Miller.

MSC: DeWilder/Bates                      Vote: Student Board Member: Yes                      Board: 6-0-0-1

4.8 **Discussion with possible action** to consider accepting the resignation from Susan Spurlock, teacher at Arena Union Elementary Teacher effective June 30, 2015.

A motion was made by Shimon and seconded by Robinson to accept the resignation from Susan Spurlock, teacher at Arena Union Elementary effective June 30, 2015. Mr. Shimon wished to thank Ms. Spurlock for her many years of service to the elementary school. The other trustees echoed this sentiment.

MSC: Shimon/Robinson                      Vote: Student Board Member: Yes                      Board: 6-0-0-1

4.9 **Discussion with possible action** to consider accepting the resignation from Jennilee Lombardi, Food Service Cook from Point Arena Schools District effective June 30, 2015.

A motion was made by DeWilder and seconded by Bates to accept the resignation from Jennilee Lombardi, Food Service Cook for Point Arena Schools District effective June 30, 2015. Mr. DeWilder wished to thank Ms. Lombardi for her years of service to the Point Arena Schools. The other trustees echoed this sentiment.

MSC: DeWilder/Bates                      Vote: Student Board Member: Yes                      Board: 6-0-0-1

4.11 **Discussion with possible action** to consider accepting Griselda Villagomez's request for a 1 hour leave of absence from her 4 hour Special Education Paraeducator position at Arena Union Elementary for the 2015-2016 school year (Pg. 47).

A motion was made by DeWilder and seconded by Bates to approve Griselda Villagomez's request for a 1 hour leave of absence from her 4 hour Special Education Paraeducator position at Arena Union Elementary for the 2015-2016 school year.

MSC: DeWilder/Bates                      Vote: Student Board member: Abstain                      Board: 0-6-0-1 (Motion did not pass)

**Section 5:                      Announcement/Adjournment (Action Item)**

5.1                      Brown Act, Ethics and Conflict of Interest Training – March 2, 2015, 5:30 – 8:00 PM, MCOE or by video conference – Diedrich Center Fort Bragg, CA.

5.2                      Adjournment

A motion was made by DeWilder and seconded by Bates to adjourn at 5:15 PM.

MSC: DeWilder/Bates                      Vote: Student Board Member: Yes                      Board: 6-0-0-1

Agenda Addendum for item ~~5-4~~ 4.5 listed above:

**BP/AR 1312.3, Uniform Complaint Procedures**

(BP/AR revised) Mandated policy updated to expand the scope of the uniform complaint procedures to include complaints regarding a district's failure to comply with legal requirements related to the implementation of the local control and accountability plan and to reflect NEW TITLE 5 REGULATIONS (Register 2013, No. 38) regarding

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**Comment [PCW2]:** Ron, technically, the workshop is not a meeting of the board.

noncompliance with state law prohibiting the charging of student fees.

Mandated regulation updated to more clearly spell out district responsibilities, especially with regards to discrimination complaints. Revised regulation also specifies clear and effective practices that facilitate prompt and fair resolution of complaints, including training for compliance officer(s), establishment of well-defined timelines, and provision of comprehensive requirements regarding essential components of the complaint process such as findings of facts, notification, translation, and corrective action.

**BP 5131.2, Bullying**

(BP revised) Optional policy updated to provide for an informal, site-level reporting process leading to investigation of any bullying complaint pursuant to the uniform complaint procedures and to clarify when suspension and expulsion may be used as corrective action for a student who commits an act of bullying.

**BP 5145.3, Nondiscrimination/Harassment**

(BP/AR revised) Mandated policy revised to specify that discrimination includes disparate treatment and to provide for an informal, site-level reporting process leading to investigation pursuant to the uniform complaint procedures.

Mandated regulation reorganizes the list of measures a district could implement to prevent discrimination under a new heading "Measures to Prevent Discrimination," and clarifies the requirement for translation under certain circumstances. Within section "Process for Initiating and Responding to Complaints," added new paragraphs for reporting of incidents by employees and to specify district's responsibility to investigate an incident even when a formal complaint is not filed. Within section "Transgender and Gender-Nonconforming Students," refined materials related to the privacy rights of all students.

**BP/AR 5145.7, Sexual Harassment**

(BP/AR revised) Mandated policy revised to provide for the use of the uniform complaint procedures to investigate and resolve sexual harassment complaints and to add language for disciplining any employee who commits sexual harassment against a student. Additionally, language formerly in policy regarding confidentiality has been moved to the regulation.

Mandated regulation revised to require designation of the employee(s) responsible for coordinating the district's Title IX compliance efforts. Material formerly in policy expanded and reorganized under a new section "Confidentiality." Section "School-level Complaint Process/Grievance Procedures" reorganized into two separate sections, "Reporting Process and Complaint Investigation and Resolution" and "Response Pending Investigation," to integrate site-level processes with the uniform complaint procedures.

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**Approved and entered into the official minutes of the Point Arena Schools on this 11<sup>th</sup> day of March 2015.**

\_\_\_\_\_  
**Cindy Cione, Clerk of the Board**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Dr. Colleen Cross, Secretary of the Board**

\_\_\_\_\_  
**Date**