



**MINUTES  
REGULAR MEETING  
BOARD OF TRUSTEES  
January 14, 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**

**3:00 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

**3:00 PM**

1.2 Roll Call

**All board members present**

1.3 Public Comments on items to be heard in **Closed Session**

**There were no comments**

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 54957.6:

CONFERENCE WITH LABOR NEGOTIATOR

Dr. Colleen Cross, District Chief Negotiator

South Coast Chapter #343, California School Employees Association (Point Arena & Arena)

Point Arena High School Teachers Association (PAHSTA)

Arena Union Teachers Organization (AUTO)

- b. 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-Existing Litigation (Subdivision (a) of Section 54956.9):

Point Arena High School Teachers Association v. Point Arena Joint Union High School District,  
Unfair Practice Charge No. SF-CE-3097-E

- ii. Conference with Legal Counsel – Anticipated Litigation

Three Cases

- c. With respect to every item of business to be discussed in closed session pursuant to Government Code Section 54957:
- i. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
    - Superintendent
  - ii. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

1.5 Recess or Adjourn from Closed Session to Open Session

**OPEN SESSION**

**Point Arena High School Library  
270 Lake Street  
Point Arena, CA 95468**

**Section 2: Open Session**

2.1 Call to Order

**4:36 PM**

2.2 Pledge of Allegiance to the Flag

**Board member Robinson led the board and the audience in the Pledge of Allegiance to the Flag.**

2.3 Roll Call

**All board members present. Student board member Allen was absent.**

2.4 Approval of the Agenda

**Board president Miles asked to table item D.2 and move item D.3 off the Consent Agenda and number it 8.8.**

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

**MSC: Bates/DeWilder  
Student Board Member: Absent  
Board: 7-0-0-0**

2.5 Announcements from Closed Session

**Board president Miles announced the board voted unanimously in closed session to make public a legal opinion from School & College Legal Services regarding the Unified Budget. He announced if anyone wants a copy to stop by the District Office to request a copy.**

**Section 3: Public Comment Regarding Open Session Items NOT the Agenda**

- 3.1 Individual speakers shall be allowed three minutes to address the Board on each item not on the agenda. Law (Government Code 54954.3) prohibits the Board from taking action on matters not on the agenda. The Board may briefly respond to such public comment by asking questions to clarify the speakers' comments and refer the speaker to the Superintendent for further clarification.

While we recognize each person's free speech rights to talk at a board meeting, we are requesting that speakers do not express a complaint against an identifiable employee of the district without giving the board an opportunity to meet its legal obligations. If you do have a complaint, please see the Superintendent, or if the complaint is about the Superintendent, please contact Mr. Ron Miles the Board President at (707) 884-1101. This notice will allow us to meet our legal obligations and your complaint will be heard and reviewed in accordance with the law and the district process.

So as to not inhibit public participation, persons attending Board meetings shall not be requested to sign in, complete a questionnaire, or otherwise provide their name or other information as a condition of attending the meeting. **Speakers are asked to bring 25 copies of any handouts for the Board and members of the audience.**

Members of the audience may feel free to arrive and depart at any time during the meeting. Please do this as quietly as possible.

Point Arena Schools adheres to the Americans with Disabilities Act. Should you require special accommodations, or more information about accessibility, please contact the Superintendent's Office at (707) 882-2803. All efforts will be made for reasonable accommodations (Government Code Section 54953.2, Americans with Disabilities Act of 1990, 202 (42 U.S.C. 12132).

**There were no comments**

**Section 4: Public Comment Regarding Open Session Item ON the Agenda**

4.1 Individual speakers shall be allowed **three minutes** to address the Board on each item on the agenda.

**Mr. Jacobs, a community member distributed copies of his statement which included suggestions and recommendations for items 7.3, 7.4, 7.5, 8.1, and 8.7.**

**Ms. Petra Schulte, Mendocino County Health Advocate spoke in regard to item 8.4 and commended the District for their willingness to create this policy.**

**Mr. Don Crusier, who advocates wellness in the public schools, spoke in regard to nutrition education in the schools.**

**Section 5: Reports**

5.1 Board of Trustees

**Board member Bates reported she attended the Arena Winter Celebration and also informed the board that the Triathlon team will host their 2<sup>nd</sup> Annual Meet February 15, 2015.**

**Board member Shimon reported he has been doing classroom observations at the high school. Board member Shimon reported he attended the Wellness and Strategic Planning meetings.**

**Board member Cione reported she attended CSBA's annual State conference and will make copies of her notes for the board. She also attended Arena Elementary's Site Council meeting and reported they are sponsoring a program called, *Be Safe, Be Responsible, Be Respectful*, where students who are caught being safe, responsible or respectful will receive a ticket and if their ticket is selected, will receive a gift from the Treasure Chest. She also announced Arena's Science Fair will be held February 27, 2015.**

5.2 Superintendent (Dr. Cross)

**Superintendent Cross welcomed Dr. Cartwright as high school Principal. Superintendent Cross announced she is transitioning back to the District Office, but will still spend a couple hours a day at the high school, and will cover, **if possible**, whenever Dr. Cartwright is off campus. Superintendent Cross also reported she will be involved in completing the WASC Report, Action Plan, and their return visit on March 12, 2015.**

**Superintendent Cross informed the board that Dr. Miller, who has been backfilling at the District Office, and has been working on several projects, including closing old DSA files so the District can do new projects, Prop 39 energy-related improvements at both campuses which include boiler upgrades, electrical upgrades, heater replacement, some wiring/venting safety issues, and renovations. Superintendent Cross reported the full report of the energy audit is expected in the next two days, and then the District will proceed with the next steps for the Prop 39 application. She reported that the Prop 39 grant allows for hiring a consultant for all grant and project coordination, so Dr. Miller will focus moving forward with duties and the majority of his pay will be funded from Prop 39 funds.**

Superintendent Cross reported, at the NAEAC meeting on Monday night over 50 Native American students from Arena, Point Arena High School and Pacific Community Charter were recognized for outstanding attendance this past quarter or semester. The Committee also heard a presentation by Chun Carrillo and Suzanna Morgan regarding their trip to Humboldt State to attend the Native American Motivation Day. Both students were inspired and want to attend college.

Superintendent Cross announced ELAC/DELAC will meet on Thursday January 15, 2015 at 5:30 PM in the high school library.

Finally, Superintendent Cross announced the District will have two campus visits. On January 21, 2015 the Mendocino Grand Jury will visit both campuses. Superintendent Cross stated, "They indicated they chose Point Arena Schools this year because our Williams Report was the best in the County". Then, on February 5, 2015 the new County Superintendent of Schools, Mr. Warren Galletti will be visiting all campuses.

Superintendent Cross reminded all that Monday, January 19, 2015 is a holiday.

5.3 Point Arena High School Principal (Dr. Barakos-Cartwright)

Dr. Cartwright, Point Arena High School Principal thanked Superintendent Cross, Board President Miles, and the Board for giving her the opportunity to serve as the high school principal.

Dr. Cartwright informed the board that she stated that in December she began one-on-one meetings with high school staff in order to get to know them and help build relationships, and plans to continue meetings until she has met with all staff. In addition to meeting with her staff, Dr. Cartwright has been visiting all classrooms, looking at student engagement and teaching strategies.

Dr. Cartwright reported students who received an F on their first semester report card will be reassigned to Academic Tutorials for extra help. In addition, Miles Clark and Holly Rawlins have started an Academic Support Group for freshmen who failed one or more classes during the fall semester. The support group will meet once a week during Academic Tutorial which is held at the end of the school day.

Dr. Cartwright announced Keith Hawkins, a motivational speaker will present an assembly titled: *Perseverance, Moving through Obstacles and Struggles*. After the assembly, Mr. Hawkins will meet with two student groups: Leadership (19 students) and At Risk Students (20 students). [Did she give a date for this?](#)

Dr. Cartwright reported that they are expanding student A-G courses and course proposals, which include Mathematical Applications, Critical Thinking and STEM – Robotics.

Finally, Dr. Cartwright stated she valued the sense of team initiated and supported by Dr. Cross. Her goal is to establish and build on relationships.

5.4 Arena Union Elementary Principal (Dr. Crossman)

Arena Union Elementary Principal Dr. Crossman was absent and Mr. Daniel Jimerson gave her report. He reported Dr. Crossman wished to thank Board Members Cindy Cione and Leslie Bates for attending the Winter Performance. Due to the popularity of the event and the need for more seating, the event will be held at the Point Arena High School gym next year.

The Leadership Team is focusing on the LCAP goal – Improve School Climate. Arena has implemented Pirate Pride Day every Friday where students wear blue and gold or Pirate gear. The class displaying the most pride gets the large pirate flag to display all week. When staff members see a student going out of their way to be safe, respectful and responsible, the student is given a Treasure Chest ticket. Each Friday 3 tickets are selected and those students win a prize." Dr. Crossman thanked the School Site Council for generously teaming with the school to purchase prizes to encourage students to do their best.

**Dr. Crossman wrote that the teachers continue to focus on Benchmark Assessments during Early Release Days. Teachers are currently giving or evaluating the second Benchmark, as well as writing more Benchmark assessments.**

5.5 AUTO

**Mrs. Biglow gave the AUTO report.**

5.6 PAHSTA

**Dr. Little and Dr. Hood gave the PAHSTA report.**

5.7 CSEA

**Mr. Stokem gave the CSEA Report.**

**Section 6: Consent Agenda (Action Item)**

6.1 A. Minutes

A.1 Approve the minutes of the Regular Board of Trustee's meeting held December 10, 2014 (Pgs. 1-10).

B. Finances

B.1 Approve Point Arena Schools Commercial Warrant Register numbers 0033-0034 in the amount of \$115,498.80 (Pgs. 11-22).

B.2 Approve Point Arena Schools Purchase Order numbers 150225-150243 in the amount of \$8,010.48 (Pgs. 23-24).

B.3 Approve Point Arena Schools Budget Transfer Transactions, numbers 150187-150214 in the amount of \$171,071.07 (Pgs. 25-30).

B.4 Approve Point Arena High School's Student Body Account Reports for the month of October and November, 2014 (Pgs. 31-44).

C. Personnel

C.1 Approve the Teacher Consent Form from Nicole Andrijauskas Middle School teacher at Arena Union Elementary School to teach Competitive Sports which is outside her credential area, for the 2014-2015 school year (Pg. 45).

C.2 Approve the Teacher Consent Form from Benjamin Jordan Middle School teacher at Arena Union Elementary to teach Competitive Sports which is outside his credential area, for the 2014-2015 school year (Pg. 46).

C.3 Approve the Teacher Consent Form from Michelle Egger Middle School teacher at Arena Union Elementary to teach ELA which is outside her credential area, for the 2014-2015 school year (Pg. 47).

C.4 Approve the Teacher Consent Form from Justin Hughey Middle School teacher at Arena Union Elementary to teach Competitive Sports which is outside his credential area, for the 2014-2015 school year (Pg. 48).

- C.5 Approve the Teacher Consent form from Whitney Badgett Art/Spanish teacher at Point Arena High School to teach Spanish which is outside her credential area, for the 2014-2015 school year (Pg. 49).

D. Other

- D.1 Surplus the following Arena Union Elementary textbooks:

Hampton Brown, *High Point*, Levels A & B, copyright 1994.  
Sopris West, *Language!*, Levels A, B & C, copyright 2004.

**Item D.2 was pulled off the consent agenda and will be addressed at the next board meeting.**

- D.2 ~~Approve the Request for Allowance of Attendance (December 11 & 12, 2014) because of Emergency Conditions Form J-13A for Point Arena Schools (Pgs. 50-55).~~

**Item D.3 was pulled off the consent agenda, moved to Section 8: Discussion with Action, and numbered 8.8**

- D.3 ~~Approve Point Arena Schools Indian Policies & Procedures Plan for the 2014-2015 school year (Pgs. 56-59).~~

- D.4 Adopt the recommendation of the Policy Committee regarding the following policies (Pgs. 60-128):

AR/E 1312.4, Williams Uniform Complaint Procedures  
BP 1330, Use of School Facilities  
BP/AR 4112.2, Certification  
BP/AR 4112.21, Interns  
BP/AR 4115 Evaluation/Supervision  
BP 4117.3, Personnel Reduction  
BP/AR 4131.1, Beginning Teacher Support/Induction-DELETED  
BP/AR 4131.1, Teacher Support and Guidance - ADDED  
BP/AR 4138, Mentor Teachers - DELETED  
BP/AR 4139, Peer Assistance and Review - DELETED  
BP 4315, Evaluation/Supervision  
BP 4315.1, Staff Evaluating Teachers - DELETED  
E 4319.21, Professional Standards  
BP 5147, Dropout Prevention  
BP 5149, At-Risk Students - DELETED  
AR 6146.2, Certificate of Proficiency/High School Equivalency  
BP/AR 6172, Gifted and Talented Student Program  
E 9323.2, Actions by the Board

- D.5 Approve 2014-2015 Williams Quarterly Report on Uniform Complaints for the Second Quarter (Oct, Nov, Dec 2014), no complaints were submitted (Pg. 129).
- D.6 Accept the Mendocino County Statement of Investment Policy, Investment Pool as of November 30, 2014, and Investment Pool as of December 31, 2014 (Pgs. 130-164).
- D.7 Accept Pacific Community Charter School's 2014-2015 First Interim Budget (Pgs. 165-176).
- D.8 Approve the 2015-2016 Master School Calendar for the Point Arena Schools (Pg. 177).
- D.9 Accept the donation from The Boosters Club to the high school Volleyball program in the amount of \$711.63, to the Wrestling program in the amount of \$500 and to the Boys and Girls Basketball program in the amount of \$648.72.

D.10 Accept the donation from a grant from Western Growers Foundation in the amount of \$1,500 to be spent on ASES garden program.

**A motion was made by DeWilder and seconded by Bates to approve the Consent Agenda as amended.**

**MSC: DeWilder/Bates  
Student Board Member: Absent  
Board: 7-0-0-0**

**Section 7: Discussion**

7.1 LCAP Annual Review Process and progress update.

**Superintendent Cross gave a power point presentation about the LCAP mid-year progress report that included Goals 1 – 9 and the progress made towards meeting each goal (see attachment).**

7.2 BP/E (Exhibit is New) 5030, Student Wellness (First Read) (Pgs. 178-186).

**The Board received BP/E 5030, Student Wellness.**

7.3 Review of time and location of Board Meetings.

**Long standing board members Bates and DeWilder gave some history about why the start time was changed from 6:00 PM to 4:30 PM. A discussion ensued.**

7.4 Review placement of Public Comments on the Agenda.

**Board president Miles reviewed the placement of public comments on the agenda and indicated that there are times when the public is allowed to speak on items during the discussion of the item.**

7.5 Public access to board packet.

**Board president Miles reported that once the agenda has been posted, a binder of all the items on the agenda will be on display in the District Office. In addition, whenever there are policies on the agenda, a copy of the recommended policies, as well as the current policies will be on display in the District Office. At each board meeting the binder will be placed on the table in the library, and there will be CD's available as well. Should the public wish to have copies of anything in the "Exhibit" binder or anything that's handed out during the meeting, they should contact the District Office.**

**Section 8: Discussion with Action**

8.1 **Discussion with action:** Possible reconsideration of items 3.1, 3.2, 3.3, 3.4, 3.5 and 3.6 from the December Reorganization meeting.

**Board president Miles reviewed the process of reconsidering items and made a motion to suspend the Parliamentary rules so they can vote on reconsideration of item 3.1, 3.2, 3.3, 3.4, 3.5 and 3.6 from the December Reorganization meeting – the process of the Board President making a motion to suspend ~~parliamentary~~ parliamentary rules ~~reconsider an item~~ does not call for a second to his a motion. A discussion ensued.**

**Board president Miles announced should the vote fail, then no further action could be taken ~~is necessary~~ and the vote ~~from~~ the December Reorganization meeting stands. Board president Miles called for the vote.**

**M/C: Miles**

**Board Meeting Minutes-January 14, 2015**

**Student Board Member: Absent**

**Board: Bates – Yes**  
**DeWilder – No**  
**Cione – No**  
**Gardiner – No**  
**Robinson – Yes**  
**Shimon – No**  
**Miles – ~~No~~ Yes**

**The motion doesn't carry, therefore the votes taken on items 3.1, 3.2, 3.3, 3.4, 3.5 and 3.6, from the December Reorganization meeting stands.**

8.2 **Discussion with action:** Accept Point Arena School's 2013-2014 Audit Report (Attachment).

**Business Manager Chin gave a brief overview of the 2013-2014 audit and then reviewed two Audit Findings that included ASB accounts at both schools.**

**A motion was made by DeWilder and seconded by Robinson to accept Point Arena School's 2013-2014 Audit Report.**

**MSC: DeWilder/Robinson**  
**Student Board Member: Absent**  
**Board: 7-0-0-0**

8.3 **Discussion with action:** Approve BB 9005, Governance Standards (Pgs. 187-191).

**A motion was made by DeWilder and seconded by Bates to approve BB 9005, Governance Standards.**

**Board member Shimon stated he was in favor of BB 9005, Governance Standards but was concerned when he read the part that applies to board member's rights to freedom of speech. A discussion ensued. Board president Miles called for the vote.**

**MSC: DeWilder/Bates**  
**Student Board Member: Absent**  
**Board: 6-1-0-0 (Shimon voted no)**

8.4 **Discussion with action:** Approve District Wellness Plan (Pgs. 192-195).

**A motion was made by DeWilder and seconded by Gardiner to approve the District Wellness Plan.**

**MSC: DeWilder/Gardiner**  
**Student Board Member: Absent**  
**Board: 7-0-0-0**

8.5 **Discussion with action:** Approve Point Arena Schools' Injury, Illness and Prevention Plan (Pgs. 196-222).

**A motion was made by Gardiner and seconded by DeWilder to approve Point Arena Schools' Injury, Illness and Prevention Plan.**

**MSC: Gardiner/DeWilder**  
**Student Board Member: Absent**  
**Board: 7-0-0-0**

8.6 **Discussion with action:** Approve the budget request from Point Arena High School Athletics (Pgs. 223-224).



A motion was made by the DeWilder and seconded by Bates to approve the budget request from Point Arena High School Athletics.

Board member Cione said that if we are going to approve funding for athletics, we should also consider funding K-8 field trips. Board member DeWilder suggested the board discuss the possibility of funding field trips at the next board meeting. Board president Miles called for the vote.

**MSC:** DeWilder/Bates  
Student Board Member: Absent  
Board: 7-0-0-0

8.7 **Discussion with action:** Approve hiring legal counsel to present a workshop for board members on the topic: "Review of State Revisions to the Brown Act."

A motion was made by Robinson and seconded by DeWilder to hire legal counsel (NTE \$500) to present a workshop for board members on the topics: "Review of State Revisions to the Brown Act."

**MSC:** Robinson/DeWilder  
Student Board Member: Absent  
Board: 6-1-0-0 (Bates voted no)

The following item was moved from the Consent Agenda and renumbered 8.8

~~D-3~~ 8.8 **Discussion with action:** Approve Point Arena Schools Indian Policies & Procedures Plan for the 2014-2015 school year (Pgs. 56-59).

A motion was made by Miles and seconded by DeWilder to approve Point Arena Schools Indian Policies & Procedures Plan for the 2014-2015 school year.

**MSC:** Miles/DeWilder  
Student Board Member: Absent  
Board: 7-0-0-0

**Section 9: Next Meeting/Adjournment (Action Item)**

9.1 Items for Next Board Meeting

**Transportation funding for field trips.**

9.2 Next Regular Meeting: February 11, 2015

9.3 Adjournment

A motion was made by DeWilder and seconded by Miles to adjourn at 6:45 PM.

**MSC:** DeWilder/Miles  
Student Board Member: Absent  
Board: 7-0-0-0

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

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date