



**MINUTES  
REGULAR MEETING  
BOARD OF TRUSTEES  
September 17, 2014**

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**

**3:15 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

**3:15 PM**

1.2 Roll Call

**All Board Present**

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

**None**

1.4 Recess to Closed Session

a. With respect to every item of business to be discussed in closed session pursuant to Ed Code 35146:

Consideration of Student Disciplinary Matter, except Expulsion – Education Code 35146

b. 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)

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

**4:30 PM**

2.2 Pledge of Allegiance to the Flag

2.3 Roll Call

**All Board Present**

2.4 Approval of the Agenda

**Item D.13 pertaining to Holly Rawlins Agreement, was moved from the Consent Agenda, placed under Discussion with Action, and renumbered 10.2.**

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

**MSC: DeWilder/Cione Vote: Student Board Member: Yes Board: 7-0-0-0**

2.5 Announcements from Closed Session

**There were no announcements from closed session.**

**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)

**Parent Lucienne Allen read a statement opposing the method of drug testing.**

**Community Member Vernon McNamee complimented the Board for the soccer program.**

**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 items **ON** the agenda.

**No comments.**

**Section 5: Recognition of Retirement**

5.1 Francis Angwin, Point Arena High School Teacher

**Superintendent Cross and Board President Miles presented Ms. Angwin with a Certification of Appreciation for 37 years of service to the District and also presented Ms. Angwin with a life time pass to all events at Point Arena High School.**

**Section 6: Presentation**

6.1 Mendocino County Health Advocate – Presentation (Petra Schulte)

**Petra Schulte, Mendocino County Health Advocate shared a power point presentation titled Share Healthy Food and Activities at School which was presented by Action for Healthy Kids. She spoke of the importance of improving the wellness of students and healthy eating.**

**Section 7: Public Hearing**

7.1 The Point Arena Schools is holding a public hearing affording an opportunity for the public to present their views concerning the Sufficiency of Instructional Materials for Point Arena Joint Union High School and Arena Union Elementary School for the 2014-2015 school year (Pgs. 1-3).

Open Public Hearing: **5:00 PM**

**There were no comments.**

Close Public Hearing **5:01 PM**

**Section 8: Reports**

8.1 Board of Trustees

**Student Board Member Allen said she was disappointed with the drug testing procedures.**

**Board Member Shimon spoke about the In-service breakfast he made for the High School staff and his visitation to the campus.**

**Board Member Robinson reported she participated in the All-Staff Breakfast. Board Member Robinson reported she attended Point Arena High School’s Back-to-School and College Planning Night and indicated it was well attended. Board Member Robinson also reported she attended the High School Site Council meeting but it was not well attended. Ms. Galletti offered to make a One-Call for the next meeting.**

**Board Member Cione reported she attended the Arena Site Council Meeting, “That was well attended.”**

**Board Member Bates reported she also attended Point Arena High School’s Back-to-School Night and complemented Dr. Cross, Janine O’Neil and Chris Galletti for a well-organized event.**

**Board Member Gardiner reported he attended a Charter School meeting. He also invited the Board to the Lyme Disease Presentation on September 25, 2014 at 7:00 PM at the Gualala Arts Center. Ms. Paula Power will be the presenter.**

**Board Member DeWilder said he would like to discuss the possibility of passing a resolution pertaining to the reserves at a future board meeting.**

**Board President Miles apologized for the mistakes that were made on the drug testing program. He also announced the Rotary Club is having a fundraiser on Saturday.**

Board of Trustee’s September 17, 2014 Board Meeting Minutes

## 8.2 Superintendent

**Superintendent Cross stated she would be combining her Superintendent/Principal report.**

**Dr. Cross reported opening of school got off to a great start and she's pleased with the student's response to increased accountability. "Students were quick to adjust to the program and doing well with things like staying engaged, in their seats until the bell rings, curbing foul language, and getting to class on time with the 3 minute passing time." Dr. Cross reported she has been working with the teachers to increase the rigor and expectations for students academically. Dr. Cross stated, "One of the most important gifts we can give them is academic challenge and high expectations for decorum and behavior."**

**Dr. Cross informed the Board that Gino Lanatta, who was just hired in August as the Art/Spanish teacher resigned. Dr. Cross stated, "We are continuing to advertise for the Art/Spanish teaching position and have hired substitutes until we can hire a permanent teacher."**

**Dr. Cross reviewed the attendance numbers for all three schools.**

**Dr. Cross spoke about the pilot program for laptop and interactive tech-based learning in three classes at Point Arena High School last year. She reported that the outcome has determined that all high school students need a laptop for use every day. Dr. Cross announced that all students now may have a laptop issued to them for personal use but it requires parental consent.**

**Finally, Dr. Cross announced Point Arena High School Progress Reports will come out at the end of the week and encouraged parents to pay close attention to the feedback from teachers, praise good news, and work diligently with their children in any classes with not so good news.**

**Dr. Cross welcomed Dr. Dave Miller, Interim District Administrator.**

## 8.3 Point Arena High School Principal

**Included above.**

## 8.4 Arena Union Elementary Principal

**Dr. Crossman gave a brief update of student enrollment reporting there are 265 students currently enrolled at Arena Elementary. She announced Arena's Back-to-School Night will be held on September 24 from 5:00 – 7:00 PM. Dr. Crossman also announced that due to a larger than expected student population in the 5<sup>th</sup> grade class the class had to be split and a long-term substitute has been hired until a permanent teacher can be hired.**

**Dr. Crossman reported that during Early Release Day, teachers will be receiving training in supporting English Learners. The series will begin with an overview of and introduction to the ELD Standards. She also reported that teachers are modifying Writing Benchmark Assessments to reflect the Common Core State Standards.**

**Dr. Crossman reported that the After-School Intervention Program is serving students in Grades 1-3 who need targeted support. They receive approximately 1 hour of support, four days per week.**

**Middle School science and math teachers will be attending a national Science/Technology/Engineering/Math (STEM) Conference and bring back ideas to share with staff.**

## 8.5 AUTO

**Cristin Allen gave the AUTO report and welcomed Dr. Crossman.**

8.6 PAHSTA

**Jaime Erwin gave the PAHSTA report and announced Trevor Saunders is PAHSTA's new President and Kai Hamblin is the Vice-President.**

8.7 CSEA

**Bill Stokem gave the CSEA report and reported CSEA is working on schedule changes. Chris Galletti stated the Anti-Drug Presentation was great and welcomed Catherine Chin, the new Business Manager.**

**Dr. Cross apologized for not introducing Ms. Chin and welcomed her as the new Business Manager.**

**Section 9: Consent Agenda (Action Item)**

9.1 A. Minutes

A.1 Approve the minutes of the Regular Board of Trustee's meeting held on August 6, 2014 (Pgs. 4-11).

B. Finances

B.1 Approve Point Arena Schools Commercial Warrant Register, numbers 0004-0011 in the amount of \$266,794.39 (Pgs. 12-43).

B.2 Approve Point Arena Schools Purchase Orders numbers: General Fund: 150109-150159, \$44,539.78, Child Development 150158, \$224.64 and Cafeteria Special Fund 150113, \$4,669.05 (Pgs. 44-48).

B.3 Approve Point Arena Schools Budget Transfer Transactions, numbers 150001 – 150074 in the amount of \$2,410,147.30 (Pgs. 49-70).

B.4 Approve the Arena Union Elementary School Student Body Accounts for the month of June 2014 (Pg. 71)

**ADDENDUM #2:**

**B.5 Approve the revised Point Arena Certificated Salary Schedule for the 2014-2015 school year (Pg.).**

**B.6 Approve replacing Paula Patterson as primary signatory for Arena Union Elementary School's Student Body bank account with West America Bank and adding Kathleen Crossman effective September 17, 2014. (Donald Scott Fraser and Bernadette Maul remain signatories).**

C. Personnel

C.1 Accept the resignation from Wendy Platt, Point Arena High School English Teacher, effective August 11, 2014 (Pg. 72).

C.2 Accept the resignation from Michele Taylor-Jones, Point Arena High School Art Teacher, effective August 8, 2014 (Pg. 73).

C.3 Accept the resignation from Maichen Liu-Grossman, Point Arena High School English Teacher, effective August 3, 2014 (Pg. 74).

- C.4 Accept the resignation from Leticia Poe, Instructional Health Technician, Special Ed (5.0 hours per day) and Special Education Paraeducator (1.0 hours per day) effective September 10, 2014.
- C.5 Approve the employment of Katharine Bates, Point Arena High School Math Teacher, for the 2014-2015 school year (AB30/8).
- C.6 Approve the employment of Gino Lanatta, Point Arena High School Art/Spanish Teacher for the 2014-2015 school year (AB90/8).
- C.7 Approve the employment of Darrin MacLeod, Point Arena Schools Special Education Teacher for the 2014-2015 school year (AB45/7).
- C.8 Approve the employment of Annan Paterson, Point Arena High School Counselor (20%) for the 2014-2015 school year (AB90/8).
- C.9 Approve the employment of Roger Saunders, Point Arena High School English Teacher for the 2014-2015 school year (AB/1).
- C.10 Approve the employment of Annette Wilson, Arena Union Elementary Paraeducator – Regular Education Short Term position from August 21, 2014 – June 12, 2015 (Step 5).
- C.11 Approve the employment of Gail Jackson, Arena Union elementary Elementary Paraeducator-Special Education Short Term position from August 21, 2014 – June 12, 2015 (Step 5).
- C.12 Approve the employment of Maria Servin, Point Arena High School Paraeducator-Special Education (5.5 hrs. per day, step 5), and Instruction Specialist: Health Technician (.5 hrs. per day, step 5) for the 2014-2015 school year.
- C.13 Approve the employment of Catherine Chin as Business Manager for Point Arena Schools effective September 1, 2014 (Step 1, \$71,734.25).
- C.14 Accept the resignation from Gino Lanatta, Point Arena High School Spanish/Art Teacher, effective September 9, 2014.

**ADDENDUM ITEM ADDED:**

- C.15 Approve the employment of Mandy Wilson, Arena Union Elementary 5<sup>th</sup> Grade Teacher, effective October 1, 2014 (Step/Column TBD) for the 2014-2015 school year.**

**D. Other**

- D.1 Approve the MOU between Point Arena Schools and Mendocino County Office of Education State Preschool Consortium (Pgs. 75-77).
- D.2 Approve the Mendocino County Consolidated Report ending July 31, 2014 (Pgs. 76-115).
- D.3 Adopt the following textbooks for Point Arena High School (Grades 9-12):

Business Math:

Business Math Using Excell® Burton/Shelton 2<sup>nd</sup> Edition [Career & Skills, 2012]

3P-EBK: Business Math Using Excell Burton/Shelton 2<sup>nd</sup> Edition [Career & Skills, 2012]

Introduction to Statistics 2014:

EPACK K12AE Understanding Basic Statistics 6E+1YR EWA+6YR Coursemate  
Brase/Brase/Pellillo 6<sup>th</sup> Edition

Notetaking Guide for Brase/Brase's Understanding Basic Statistics 6<sup>th</sup> Edition [Hardside & Quant B&E, 2013]

Student Solutions Manual for Brase/Brase's Understanding Basic Statistics, 6<sup>th</sup> Edition [Hardside & Quant B&E, 2013]

Algebra II:

Intermediate Algebra: Algebra Within Reach Larson 6<sup>th</sup> Edition [Development Studies, 2014]

Student Solution Manual for Larson's Intermediate Algebra: Algebra within Reach 6<sup>th</sup> Edition [Developmental Studies, 2014]

Economics:

Economics Student Workbook, Pro-ed PCI Education, Copyright 2006.

- D.4 Accept Pacific Community Charter School's 2014-2015 Proposed Budget and Financial Report (Pgs. 116-157).
- D.5 Approve the MOU between Point Arena High School District and Sonoma County Superintendent of Schools as the Local Educational Agency for the North Coast Beginning Teacher Program for the 2014-2015 school year (Pg. 158-165).
- D.6 Approve the Variable Term Waiver Request (WV1) for Roger Saunders to teach English at Point Arena High School for the 2014-2015 school year (Pgs. 166-169).
- D.7 Approve the revised 2014-2015 Bell Schedule and Instructional Minutes for Point Arena High School (Pgs. 170-171).
- D.8 Approve the Agreement between Point Arena Schools and University of Phoenix to provide education observation for student teaching experience for the 2014-2015 school year (Pgs. 172-178).
- D.9 Approve the revised Agreement between Point Arena Schools and California Rural Indian Health Board Manchester-Point Arena Head Start Program for assistance with our transportation needs for the 2014-2015 school year (Pgs. 179).
- D.10 Approve the Agreement between Point Arena Schools and Mendocino County Youth Project to provide Youth Worker services for the 2014-2015 school year (Cost NTE \$23,766) (Pg. 180).
- D.11 Approve the Agreement between Point Arena Schools and Pacific Community Charter School for After School Services (First Semester, August 25- December 19, 2014) (\$4,620) (Pg. 181).
- D.12 Approve the Agreement between Point Arena Schools and Pacific Community Charter School to provide Mental Health Services for the 2014-2015 school year (\$3,331.48) (Pg. 182).
- ~~D.13 Approve the Agreement between Point Arena Schools and Holly Rawlins, Counselor to provide counseling services to Special Education students (\$450 per day, based on \$50 per hour, 9 hours per day, 195 days per school year, total cost \$87,750) (Pgs. 183-184).~~

- D.14 Approve replacing Meg Kailikole as signatory for Point Arena School's bank account with Redwood Credit Union and adding Catherine Chin effective September 1, 2014. (Colleen Cross, Superintendent and Eloisa Oropeza, HR Analyst remain signatories).
- D.15 Authorize Catherine Chin, Business Manager to sign Federal, State and County reports and a signatory for the Arena Union Elementary School District, Point Arena Joint Union High School District and Point Arena Schools effective September 1, 2014.

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

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

**Section 10:            Discussion with Action**

- 10.1 **Discussion with action:** Approve the revised Declaration of Need for Fully Qualified Educators for Point Arena High School for the 2014-2015 school year (Pgs. 185-187).

**A motion was made by DeWilder and seconded by Cione to approve the revised Declaration of Need for Fully Qualified Educators for Point Arena High School for the 2014-2015 school year.**

**MSC: DeWilder/Cione                      Vote: Student Board Member: Yes                      Board: 7-0-0-0**

**MOVED FROM THE COSENT AGENDA:**

- 10.2 **Discussion with action:** Approve the Agreement between Point Arena Schools and Holly Rawlins, Counselor to provide counseling services to Special Education students (\$450 per day, based on \$50 per hour, 9 hours per day, 195 days per school year, total cost \$87,750) (Pgs. 183.184).

**Board Member Robinson handed out a spreadsheet, that she created, that showed from 2009/2010 to present, Ms. Rawlins received an increase of \$28,250. She also spoke in regards to Ms. Rawlins services to Special Education students as defined in their IEP's. Board Member Robinson stated that the agreement in the board packet does not note 9<sup>th</sup> grade Career Choices, 1/1 Family meetings with the High School Counselor and Senior Meetings that Ms. Rawlins will be doing.**

**Board Member Robinson questioned Ms. Rawlins' nine hour days and asked if those hours were on-site working hours or if they included travel time. Dr. Cross stated they included travel time.**

**Board Member Shimon stated he had no problem with the salary, but did have questions about what duties Ms. Rawlins performed on non-student days.**

**A motion was made by DeWilder and seconded by Shimon to approve the Agreement between Point Arena Schools and Holly Rawlins, Counselor to provide counseling services to Special Education students (\$450 per day, based on \$50 per hour, 9 hours per day, 195 days per school year, total cost \$87,750).**

**MSC: DeWilder/Shimon                      Vote: Student Board Member: Yes                      Board: 6-1-0-0  
(Robinson voted no)**

**Section 11:            Next Meeting/Adjournment (Action Item)**

**Board Member DeWilder apologized for his inappropriate language he used earlier in the meeting.**

**Dr. Cross stated, "There is nothing wrong with the drug testing policy, I blew it 100% and I take full responsibility."**

**Board Member Cione said, "It is partially the Board's fault that the drug testing was not done correctly."**

- 11.1 Items for Next Board Meeting



11.2 Next Regular Meeting: October 15, 2014

11.3 Adjournment

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**Approved and entered into the official minutes of the Point Arena Schools on this 15<sup>th</sup> day of October 2014.**

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

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

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

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