



**MINUTES
REGULAR MEETING
BOARD OF TRUSTEES
August 6, 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

3:30 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

All Board Present

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

No comments

1.4 Recess to Closed Session

a. With respect to every item of business to be discussed in closed session pursuant to 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 Section 54957:

PUBLIC EMPLOYEE PERFORMANCE EVALUATION/2014-2015 GOAL SETTING
SUPERINTENDENT

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 C.6, the request from Kim Swenson for a partial LOA, was moved off the Consent Agenda, placed under Discussion with Action, and renumbered item 9.4. Item 9.2 was struck from the agenda.

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)

No comments were made.

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.

Community member Vern McNamee read a letter that opposed unification.

Section 5: Recognition of Retirements

Retirements will be acknowledged at the September board meeting.

Board of Trustee's August 6, 2014 Board Meeting Minutes

- 5.1 Francis Angwin, Point Arena High School Teacher
- 5.2 Pam Parker, Point Arena High School Teacher
- 5.3 Paula Patterson, Arena Union Elementary School Principal

Section 6: Reports

- 6.1 Board of Trustees

Student Board Member Allen reported she attended the Parent Community Meeting that Dr. Cross held and stated, “A big discussion centered around the student drug testing policy.”

Board Members Shimon and Robinson stated they also attended the Parent Community Meeting.

- 6.2 Superintendent

Superintendent Cross reports that the last few weeks have been extremely busy. The Maintenance Department has done a wonderful job with numerous projects and have done an amazing job with the deep cleaning of the schools. Dr. Cross acknowledged Mr. Ritchie and his staff for an outstanding job over the summer.

Dr. Cross also thanked Chris Galletti, Point Arena High School Administrative Assistant I, Bernie Maul, Arena Union Elementary School Secretary, and the District office staff for all their hard work over the summer.

Dr. Cross officially welcomed Dr. Kathleen Crossman who she stated, spent a lot of time with former Arena Elementary principal Paula Patterson.

Dr. Cross reported that there have been a lot of staffing changes and the District is currently looking to fill two English positions and a part time Counselor position at Point Arena High School.

Dr. Cross stated she had a face-to-face meeting with the high school parents and is excited about working at the high school and being back in daily contact with students.

Finally, Dr. Cross announced that Meg Kailikole, Business Manager has resigned and she’ll be missed.

- 6.3 Point Arena High School Principal

Dr. Cross combined the high school report with the superintendent report.

- 6.4 Arena Union Elementary Principal

Dr. Crossman, Arena Elementary Principal reported that staff will be back on August 18th and students will return on August 25, 2014. She reported that two new teachers will join the staff; Elizabeth Ballou (3rd grade) and Nicole Andrijauskas (6th Grade).

Dr. Crossman reported that prior to the students returning, the teachers will be preparing to teach using Common Core State Standards and to assess mastery of those standards as outlined in the LCAP. Also during that week the Paraeducators will participate in one module (engaging students in collaborative conversation) and the teachers will participate in two, two-hour professional development modules on teaching informational text and engaging students in collaborative conversations.

Dr. Crossman reported the school is receiving a thorough summer cleaning from maintenance staff, carpets in the classrooms and in the staff room are being replaced by tile, parking and safety signs are being replaced or updated, and a variety of maintenance is scheduled.

6.5 AUTO

None

6.6 PAHSTA

None

6.7 CSEA

Chris Galletti thanked the Maintenance Department for all their hard work over the summer. She also reported that the back-to-school packets are ready to be picked up in the main office.

Ms. Galletti acknowledged Meg Kailikole for all she's done for the district, "It's been awesome, thank you, thank you, thank you."

Section 7: Consent Agenda (Action Item)

7.1 A. Minutes

A.1 Approve the minutes of the Special Board of Trustee's meeting held June 18, 2014 (Pgs. 1-5)

A.2 Approve the minutes of the Regular Board of Trustee's meeting held on June 25, 2014 (Pgs. 6-13).

B. Finances

B.1 Approve Point Arena Schools Commercial Warrant Register, numbers 0064 and 0067 (2013-2014 S.Y.), in the amount of \$97,482.50 and 0001-0002 in the amount of \$56,242.89 (2014-2015 S.Y.)(Pgs. 14-36).

B.2 Approve Point Arena Schools Purchase Orders, numbers: 140373-140375 (2013-2014 S.Y.) in the amount of \$316.38, 150002-150070 (2014-2015 S.Y.) in the amount of \$134,850.00 and 150160, in the amount of \$6,873.70 (Pgs. 37-50).

B.3 Approve the Arena Union Elementary School's Student Body Account Balances for the month of May 2014 (Pg. 51).

B.4 Approve the Point Arena High School's Student Body Account Balances for the months of April, May and June 2014 (Pgs. 52-87).

B.5 Adopt the STRS - Compliant Salary Schedules (Pgs. 88-92):

Superintendent Salary Schedule
Administrator Salary Schedule
Certificated Salary Schedule
Teacher on Special Assignment-District Reading Program Coordinator
Certificated Counselor Salary Schedule

C. Personnel

- C.1 Approve the employment of Elizabeth Ballou, as Arena Union Elementary School Teacher (Placement of Step/Column TBD) for the 2014-2015 school year.
- C.2 Accept the resignation from Meg Kailikole Point Arena Schools District Business Manager, effective August 31, 2014, or shortly thereafter (Pg. 93).
- C.3 Accept the resignation from Matt Strahl Point Arena High School Principal, effective July 25, 2014 (Pg. 94).
- C.4 Accept the resignation from Phyllis Wade Paraeducator, Special Education (5.5 hrs.) and Instructional Specialist, Health Tech. Special Education (.5 hrs.), effective July 9, 2014 (Pg. 95).
- C.5 Approve paying Sherry Baker, Transportation Supervisor two additional days during the 2014-2015 school year only (Cost \$384.48).

Moved off the Consent Agenda and renumber 9.4 under Discussion with Action:

~~C.6 Approve the request from Kim Swenson, Director of Arena Union Elementary's Kudos-After School Program for a reduction from 1.0 FTE to .86 FTE for the 2014-2015 school year (Pg. 96).~~

D. Other

- D.1 Approve the Agreement between Point Arena Schools and David G. Miller to serve as Interim District Administrator (Cost not to exceed \$40,000 for 76 school days (\$500 per day) and two days of lodging up to two nights per week) for the 2014-2015 school year (Pg. 97).
- D.2 Approve the Agreement between Point Arena Schools and Horicon Elementary School to transport Point Arena High School Students from Annapolis to Gualala in the morning and afternoon for the 2014-2015 school year (Cost NTE \$2,012.86) (Pg. 98).
- D.3 Approve the Agreement between Point Arena Joint Union High School and Kashia Elementary School District to transport students of Point Arena Jt. Union High School and Point Arena South Coast Continuation High School that reside on or near Kashia Rancheria to beyond Stewarts Point Store to Deer Trail or Gualala for the 2014-2015 school year (Cost NTE \$11,366.50) (Pg. 99).
- D.4 Approve the Agreement between Point Arena School and Marcia Lotter to provide assistance with assessments and to participate in IEP sessions for the 2014-2015 school year (Cost NTE \$8,000) (Pg. 100).
- D.5 Approve the Agreement between Point Arena Joint Union High School and Manchester Elementary for food services for the 2014-2015 school year (Pgs. 101-102).
- D.6 Approve the Agreement between Point Arena Joint Union High School and Manchester Union Elementary School District for Speech and Language services of Sandy Wiemeyer for the 2014-2015 school year (Cost NTE \$13,422.36) (Pg. 103).
- D.7 Approve the Agreement between Point Arena Joint Union High School District and Manchester Union Elementary School District for maintenance and repair of their school bus for the 2014-2015 school year (Pg. 104).
- D.8 Approve the Agreement between Point Arena Joint Union High School District and California Rural Indian Health Board – Manchester/Point Arena Head Start Program to provide fuel for their school bus for the 2014-2015 school year (Pg. 105).

- D.9 Approve the Agreement between Point Arena Schools and California Rural Indian Health Board – Manchester/Point Arena Head Start Program to assist us with Home-to-School transportation when needed for the 2014-2015 school year (Pgs. 106).
- D.10 Approve the Agreement between Point Arena Joint Union High School District and California Rural Indian Health Board – Manchester/Point Arena Head Start program for required maintenance and repair to their bus for the 2014-2015 school year (Pg. 107).
- D.11 Approve the Agreement between Point Arena Joint Union High School District and California Rural Indian Health Board – Manchester/Point Arena Head Start program to assist them with transportation needs for the 2014-2015 school year (Pg. 108).
- D.12 Approve the Agreement between Point Arena Schools District and Pacific Community Charter School for Mental Health Services for the 2014-2015 school year (Cost NTE \$4,997.22) (Pg. 109).
- D.13 Approve the Insurance, Risk Management, and Indemnification MOU between Point Arena Schools District, Pacific Community Charter School, and California Charter Schools Joint Powers Authority (CCSJPA) for the 2014-2015 school year (Pgs. 110-112).
- D.14 Approve the Agreement between Point Arena Joint Union High School District and Pacific Community Charter High School for daily fee based meal services for the 2014-2015 school year (Pgs. 113-114).
- D.15 Accept the Consolidated Application for Arena Union Elementary School District for the 2014-2015 school year (Pgs. 115-137).
- D.16 Accept the Consolidated Application for Point Arena Joint Union High School for the 2014-2015 school year (Pgs. 138-159).
- D.17 Adopt the recommendation of the Policy Committee regarding the following policies (Pgs. 160-176):
- BP 6146.1, High School Graduation Requirements
 BP 0410, Nondiscrimination in District Programs and Activities
 BP/AR 5145.3, Nondiscrimination/Harassment
 AR 6145.2, Athletic Competition
- D.18 Approve surplussing the list of textbooks from Mr. Howard Cole, Point Arena High School Science Teacher (Pg. 177).
- D.19 Approve the Williams Settlement Legislation Quarterly Report for Point Arena High School for the 4th Quarter (April, May and June 2014) (Pgs. 178-182).
- D.20 Approve the Mendocino County Consolidated Report ending June 30, 2014 (Pgs. 183-191).
- D.21 Approve the 30-day display of the following textbooks for Point Arena High School (Grades 9-12):
- Consumer Math:
Business Math Using Excell® Burton/Shelton 2nd Edition [Career & Skills, 2012]
3P-EBK: Business Math Using Excell Burton/Shelton 2nd Edition [Career & Skills, 2012]
- Statistics 2014:

EPACK K12AE Understanding Basic Statistics 6E+1YR EWA+6YR Coursemate
Brase/Brase/Pellillo 6th Edition
Notetaking Guide for Brase/Brase's Understanding Basic Statistics 6th Brase/Brase 6th
Edition [Hardside & Quant B&E, 2013]
Student Solutions Manual for Brase/Brase's Understanding Basic Statistics, 6th
Brase/Brase 6th Edition [Hardside & Quant B&E, 2013]

Algebra II:
Intermediate Algebra: Algebra Within Reach Larson 6th Edition [Development Studies,
2014]
Student Solution Manual for Larson's Intermediate Algebra: Algebra within Reach 6th
Larson 6th Edition [Developmental Studies, 2014]

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

- D.22 Approve rescinding the approval to use Bus #4, 1987 REDDI Bus (Vehicle ID #1FDJE3410HHB87730), it in the Maintenance & Operations Department.
- D.23 Approve placing Bus #4, 1987 REDDI Bus (Vehicle ID#1FDJE3410HHB87730) out to bid.
- D.24 Approve the Point Arena High School Master Schedule for the 2014-2015 school year (Pg. 192).

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

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

Section 8: Discussion

8.1 Unification Update

Board President Miles gave an update about the unification process. He stated that the board had voted to submit an amended resolution to Mendocino and Sonoma County Offices of Education. Once they receive the resolution and meet they will schedule at least one public hearing within 60 days. If in those 60 days they feel it has merit, they will submit to the State Board, their recommendation to move forward with unification (120 days). Once the State meets (they meet on a quarterly basis) and agrees, we schedule a vote by the public on unification. Board President Miles estimated it could be by the end of the school year.

Prior to the resolutions being sent to MCOE or SCOE, they will be reviewed by Legal Counsel once again.

8.2 Budget Update

Business Manager Kailikole gave a budget update and compared the June adopted budget vs. the August update. She reported on changes to the revenues that included the updated State Calculator, fixed for basic aide, one time mandated costs at \$67/ADA. Arena's ADA is 240.40 and will receive \$16,106.80. Point Arena's ADA is 156.22 and will receive \$10,466.74.

Business Manager Kailikole also gave an update of added expenses which included certificated salaries, salary for the interim superintendent; classified salaries for a 1.0 FTE for Special Ed. para-educators for the 2014-2015 school year only. She also reported that STRS benefits were reduced from 9.5% to 8.8% saving \$14,097, books/supplies went up a total of \$25,819, including sports uniforms (\$18,000) and Common Core expenses (\$7,500). Services and Operations were up \$3,000 for Challenge Day at Arena.

Business Manager Kailikole talked about the Reserves and Prop 44 – Rainy Day Fund.

Section 9: Discussion with Action

9.1 **Discussion with action:** Approve BP/AR/E 6020, Parent Involvement (Pgs. 193-200).

A motion was made by DeWilder and seconded by Shimon to approve BP/AR/E 6020, Parent Involvement.

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

~~9.2 **Discussion with action:** Approve the request for a leave of absence from Wendy Platt, Point Arena High School Teacher for the 2014-2015 school year (Pg. 201).~~

9.3 **Discussion with action:** Approve BP/AR/E 5112.5, Open/Closed Campus (Pgs. 202-209).

A motion was made by DeWilder and seconded by Gardiner to approve BP/AR/E 5112.5, Open/Closed Campus.

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

Moved from the Consent Agenda:

9.4 C.6 Approve the request from Kim Swenson, Director of Arena Union Elementary’s Kudos After School Program for a reduction from 1.0 FTE to .86 FTE for the 2014-2015 school year (Pg. 96).

A motion was made by Shimon and seconded by Robinson to approve the request from Kim Swenson Director of Arena Union Elementary’s Kudos After School Program for a reduction from 1.0 FTE to .86 FTE for the 2014-2015 school year.

MSC: Shimon/Robinson Vote: Student Board Member: Yes Board: 7-0-0-0

Section 10: Next Meeting/Adjournment (Action Item)

10.1 Items for Next Board Meeting

10.2 Next Regular Meeting: September 17, 2014

10.3 Adjournment

A motion was made by Shimon and seconded by DeWilder to adjourn at 5:21 PM.

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

Approved and entered into the official minutes of the Point Arena Schools on this 17th day of September 2014.

Cindy Cione, Clerk of the Board

Date

Dr. Colleen Cross, Secretary of the Board

Date