



**MINUTES  
REGULAR MEETING  
BOARD OF TRUSTEES  
December 10, 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**

**3:00 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

**Board Member Shimon was absent.**

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:

Conference with Legal Counsel-Existing Litigation (Subdivision (a) of Section 54956.9):

i. 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

**Board of Trustee's December 10, 2014 Board Meeting Minutes**

One Case

- c. With respect to every item of business to be discussed in closed session pursuant to Government Code Section 54957:

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

**4:30 PM**

- 2.2 Pledge of Allegiance to the Flag

- 2.3 Roll Call

**Board member Shimon and Student Board member Allen were absent.**

- 2.4 Approval of the Agenda

**The following corrections were made:**

**Item 8.4 in the October 15, 2014 minutes adding language to the Business Manager's report.**

**Item 9.4 changing the title under #3 in Resolution PA-15-4300 from Instructional Specialist: Health Tech. to Paraeducator – Special Education and reducing the position not eliminating the position. The effective date was corrected to February 12, 2015.**

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

**MSC: DeWilder/Cione Vote: Student Board Member: Absent Board: 6-0-0-1**

- 2.5 Announcements from Closed Session

**Board President Miles announced the Board voted to approve a legal settlement with a 5-1-1-0 vote.**

**Section 3: Board Reorganization (Action Item)**

**Superintendent chaired the meeting from this point.**

- 3.1 Selection of Board President.

**Superintendent Cross opened the floor for nominations for Board President.**

**Board member DeWilder nominated Board member Miles for Board President. Board member Cione made the second. There were no other nominations for Board President.**

**Superintendent Cross closed nominations for Board President and called for the question.**

**MSC: DeWilder/Cione Vote: Student Board Member: Absent Board: 6-0-0-1**

Board of Trustee's December 10, 2014 Board Meeting Minutes

**Board President Miles chaired the meeting at this point.**

3.2 Selection of Clerk of the Board.

**Board President Miles opened the floor for nominations for Clerk of the Board.**

**Board member Robinson nominated Board member Cione for Clerk of the Board. Board member DeWilder made the second. There were no other nominations for Clerk of the Board.**

**Board President Miles closed nominations for Clerk of the Board and called for the vote.**

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

3.3 Appointment of Superintendent Committees and Board Liaison Assignments (Pg. 1).

**The Superintendent appointed Committees are as follows:**

<b>Budget: Bates, DeWilder, Miles</b>	<b>Safety: DeWilder, Miles, Robinson</b>
<b>Policy: DeWilder, Gardiner, Robinson</b>	<b>Negotiations: Miles, Shimon</b>
<b>Native Am. Education Advisory: Bates, Cione</b>	<b>Wellness: Cione, Shimon</b>
<b>Curriculum: Bates, Gardiner, Robinson</b>	<b>Technology: Cione, DeWilder, Gardiner</b>

**Board Liaison Assignments are as follows:**

**Boosters: Point Arena High School: DeWilder, Alternate is Gardiner**

**Site Council:      Arena Union Elementary School: Cione, Alternate is Robinson  
                         Point Arena High School: Bates, Alternate is Shimon**

**Pacific Community Charter School: None**

**English Learner Advisory: Shimon**

3.4 Establish dates for 2015 Board Meetings (Pg. 2).

**A motion was made by Robinson and seconded by DeWilder to approve the following dates for the 2015 Board of Trustee meetings:**

<b>January 14</b>	<b>April 22</b>	<b>July 22 (if needed)</b>	<b>October 14</b>
<b>February 11</b>	<b>May 13</b>	<b>August 12</b>	<b>November 4</b>
<b>March 11</b>	<b>June 10 &amp; 17</b>	<b>September 16</b>	<b>December 9</b>

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

3.5 Approval of the 2015 Board Action Calendar (Pgs. 3-7).

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

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

3.6 Approval of Superintendent Cross as Secretary to the Board.

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

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

**Section 4: Public Comment Regarding Open Session Items NOT the Agenda**

4.1 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).

**Student Jason Osborne, supported by Garret Gunheim, shared a Calculus lesson they prepared for Mr. Blair's class using multi-media. Mr. Osborne answered questions from the Board and audience.**

**Community member Alan Jacobs spoke regarding alleged Brown Act violations; specifically referring to the meeting held November 15, 2014.**

**Section 5: Public Comment Regarding Open Session Item ON the Agenda**

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

**Community member Susan Rush spoke regarding agenda items 9.5 and 9.6.**

**Community member Vernon McNamee spoke regarding agenda items 7.1.A.4, 9.5 and 9.6.**

**Community member Alan Jacobs spoke regarding agenda item 5.1, sharing ways to improve the board meetings.**

**Section 6: Reports**

6.1 Board of Trustees

**Board member Bates stated she attended the Point Arena High School's *Cause and Effect: A Student Film Festival* and stated the quality of the work presented and topics shared were heartfelt and well presented.**

**Board member Cione shared a picture of what a hydration station and would like the Wellness Committee to consider updating the district Wellness Policy to qualify us to get a hydration station for free. Board member Cione reported she attended the Further Reach meeting in Gualala, to learn more about the wireless internet provider that is looking at the possibility of expanding their services to the Gualala area.**

**Board member DeWilder said he was proud of the way the board worked regarding the unification process.**

**Board member Robinson said she has wireless internet service through Further Reach and is very pleased with their service. Board member Robinson disagreed with Mr. DeWilder's comment about the unification process and said the discussions were very confusing and there was not enough information presented. Board member Robinson reported she attended Point Arena High School's *Cause and Effect: A Student Film Festival*. She commended Chery Rhodes and Jaime Erwin for their work on this project.**

**Board President Miles announced the Rotary Club will be handing out illustrated dictionaries to all students in grades K-3 in all school districts from Kashia to Manchester.**

6.2 Superintendent (Dr. Cross)

**Superintendent Cross reported that PAHS finals are next week. On Tuesday, Dec 16<sup>th</sup> Point Arena High School will have an awards assembly during the day to acknowledge students who made the Honor Roll last semester, and to honor all of the students who have been nominated for the Applause program this semester. Applause recognizes students for perfect attendance, all assignments completed on time and random acts of kindness. Rita Heffron, a certificated substitute, donated a *Lenovo* laptop/tablet, and all students who have been nominated for the Applause program have a chance to win it at the assembly.**

**Superintendent Cross announced the first ever student film festival was held this past weekend. Students in drama and computer classes created movies with a message and showed them to the public. Several students' films will enter into the *Adobe Youth Voices* film contest. Superintendent Cross acknowledged Mrs. Erwin and Ms. Rhodes for all their work with the students on their projects.**

**Superintendent Cross shared a power point presentation on Arena Elementary CELDT scores.**

**Superintendent Cross announced school has been cancelled for Thursday due to storm related concerns. There will be school on Friday.**

- Update on Special Projects (Dr. Miller)

**Dr. Miller gave an update on the projects he has been involved with which include:**

**The new weight room project at Point Arena High School that included conversion of the former art classroom to a weight room and the installation of exercise equipment donated from the Physical Gym in Gualala; the bid process for a proposed new art modular classroom; Prop 39 energy audit with a new company, Digital Concepts, Inc that will involve a visitation on December 19 in order to move forward with phase 2 of our Prop 39 grant application; Dr. Miller is also working on DSA Close outs which involve as many as 5 projects that will be closed out in December.**

**Dr. Miller also reported on various project upgrades at Arena Union Elementary that include bids for electrical wiring repairs.**

**Dr. Miller informed the Board that the lockers have arrived for Point Arena High School students and will be installed soon.**

**Dr. Miller commended Scott Ritchie and his crew for the outstanding job they have done on these projects.**

6.3 Point Arena High School Principal

**Included in the Superintendent's report.**

6.4 Arena Union Elementary Principal (Dr. Crossman)

**Dr. Crossman reported that there are currently 260 students enrolled at Arena. She thanked Arena families for honoring the teachers at Arena by preparing a "wonderful" lunch on Staff Development Day. Collaboration continues with the teachers at Point Arena High School. Dr. Crossman reported that the second CCSS collaboration focused on teaching Informational Text: Structures and Features.**

**Arena Elementary has been focusing on fine-tuning their evacuation plans for flooding and the information regarding a mid-day evacuation has been sent to parents. She also reported Arena staff met and she reviewed each of their supportive roles should there be an evacuation.**

**Dr. Crossman reported Arena purchased two tetherball poles and Maintenance is building a ball wall.**

**The Maintenance and Custodial staff members were acknowledged for all their work cleaning off the stage in the multi-purpose room in preparation for an upcoming play.**

**Dr. Crossman reviewed upcoming activities at Arena which included:**

**December 12, Tree decorating in the library**

**December 18, at 8:45 AM, Pomo Dancers**

**December 19, at 8:25 AM, Coffee Time**

**December 19, at 9:00 AM, Winter Solstice Celebration**

**Dr. Crossman announced there will be a Safe, Responsible, and Respectful Recognition drawing on Friday, December 12<sup>th</sup> and the School Site Council donated the prizes.**

**Dr. Crossman announced that each Friday Arena Elementary will wear blue and gold and pirate gear to honor Pirate Pride.**

6.5 AUTO

**Gabriela Rodriguez gave the AUTO report.**

6.6 PAHSTA

**Roger Little gave the PAHSTA report.**

6.7 CSEA

**Bill Stokem gave the CSEA report.**

**Section 7: Consent Agenda (Action Item)**

7.1 A. Minutes

A.1 Approve the minutes of the Regular Board of Trustee's meeting held October 15, 2014 (Minutes were tabled at the November 5, 2014 Board Meeting) (Pgs. 8-14).  
**The October 15, 2014 minutes were revised.**

A.2 Approve the minutes of the Regular Board of Trustee's meeting held on November 5, 2014 (Pgs. 15-21).

A.3 Approve the minutes of the Superintendent/Board Retreat held on November 10, 2014 (Pgs. 22-24).

A.4 Approve the minutes of the Special Board of Trustee's meeting held on November 15, 2014 (Pgs. 25-28).

B. Finances

B.1 Approve Point Arena Schools Commercial Warrant Register, numbers 0026-0030 in the amount of \$149,585.01 (Pgs. 29-56).

B.2 Approve Point Arena Schools Purchase Orders numbers 150208-150222 in the amount of \$99,379.16 (Pgs. 57-58).

B.3 Approve Point Arena Schools Budget Transfer Transactions, numbers 150146-150186 in the amount of \$843,649.10 (Pgs. 59-67).

C. Personnel

C.1 Ratify the 1.5 year Contract for Dr. Rebekah Barakos-Cartwright, as Principal for Point Arena High School effective January 1, 2015 – June 30, 2016, 210 days per year (With the exception of the 2014-2015 school year in which she will work 123 days) (Step 6, Merit 6 \$102,389, which includes \$2,000 for a Ph.D.) (Pgs. 68-74).

C.2 Ratify the employment of Mia Ritchie, Mail Clerk for Point Arena Schools (.5 hrs. per day. Same step/column she is currently on as a Maintenance I Worker).

C.3 Ratify the employment of Whitney Badgett, Art/Spanish Teacher for Point Arena High School effective November 24, 2014 (AB45/4).

C.4 Ratify the employment of Jon Luther, Bus Driver for Point Arena High School for 1.5 hours per day, effective December 3, 2014 (Step 4, \$14.92).

D. Other

D.1 Approval to surplus Point Arena High Schools' 1983 Toyota Truck (Pg. 75).

D.2 Approve Williams Settlement Legislation First Quarterly Report (July – September 2014-2015) (Pgs. 76-81).

D.3 Accept Point Arena High School's 2014-2015 Basketball and Wrestling Schedule (Pgs. 82-83).

D.4 Accept the Mendocino County Investment Pool as of October 31, 2014 (Pgs. 84-91).

D.5 Surplus the following Point Arena High School textbooks:

Glenco, *Writer's Choice Grammar and Composition 9*, Grades 9-12, copyright 1996.  
Prentice Hall, *Magruder's American Government*, Grades 9-12, copyright 2000.  
Glenco McGraw Hill, *Glenco World Geography*, Grades 9-12, copyright 2000.

D.6 Surplus the following unused band equipment:

Four (4) Marching Snare Drums (and pieces of them)  
Two (2) Field Snare Drums  
Four (4) Congas  
Various Marching Band Harnesses  
A Particle Practice Drum Set (Bass drum, and two Toms) incomplete and broken

D.7 Accept Pacific Community Charter School's June 30, 2014 Annual Financial Report (Pgs. 92-121).

**A motion was made by DeWilder and seconded by Cione to approve the consent agenda that includes the revision to the October 15, 2014 minutes.**

**MSC: DeWilder/Cione      Vote: Student Board Member: Absent      Board: 6-0-0-1**

**Section 8:      Discussion**

8.1 First Read (Pgs. 122-126):

Board of Trustee's December 10, 2014 Board Meeting Minutes

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  
BP/AR 4138, Mentor Teachers  
BP/AR 4139, Peer Assistance and Review  
BP 4315, Evaluation/Supervision  
BP 4315.1, Staff Evaluating Teachers  
E 4319.21, Professional Standards  
BP 5147, Dropout Prevention  
BP 5149, At-Risk Students  
AR 6146.2, Certificate of Proficiency/High School Equivalency  
BP/AR 6172, Gifted and Talented Student Program  
E 9323.2, Actions by the Board

8.2 BB 9005, Governance Standards – review sample policy (Pgs. 127-133).

**Superintendent Cross explained that BB 9005, Governance Standards included in the board packet, includes the Board’s current policy along with a sample policy. Board President Miles recommended the Board incorporate the sample censure policy language into their current policy.**

8.3 Point Arena Schools draft Injury & Illness Prevention Plan for the 2014-2015 school year (Pgs. 134-160).

**Superintendent Cross informed the board that the Injury & Illness Prevention Plan included in the board packet was required by our insurance company, and a first draft. Once the Board adopts the plan, it can be revised anytime during its existence.**

**Section 9: Discussion with Action**

9.1 **Discussion with action:** Adopt Point Arena Schools Resolution No. PAS-15-6101, Close the Commercial Property Loophole (Pgs.161-162).

**A motion was made by DeWilder and seconded by Gardiner to adopt Point Arena Schools Resolution No. PAS-15-1601, Close the Commercial Property Loophole.**

**Board Member DeWilder spoke in opposition of resolution titled, Close the Commercial Property Loophole whereas Board Member Gardiner spoke in support of the Resolution. A discussion ensued. Board President Miles called for the vote.**

**MSC: DeWilder/Gardiner      Student Board member: Absent      Board: 1-5-0-1 (Board Member Gardiner voted yes).**

**The Resolution did not pass.**

9.2 **Discussion with action:** Adopt Point Arena Schools Resolution #PAS-15-6102, regarding Accounting of Development Fees for 2013-2014 Fiscal Year in the Developer Fees Fund (Pgs. 163-169).

**A motion was made by Miles and seconded by DeWilder to adopt Point Arena Schools Resolution #PAS-15-6102, regarding Accounting of Developer Fees for 2013-2014 Fiscal Year in the Developer Fee accounts.**

**MSC: Miles/DeWilder      Student Board member: Absent      Board: 6-0-0-1**



9.3 **Discussion with action:** Adopt Point Arena Schools Resolution No. PAS-15-6103, Local Reserves Cap, SB 858, Section 27/California Education Code 42127.01 (Pgs. 170-171).

**A motion was made by DeWilder and seconded by Gardiner to adopt Point Arena Schools Resolution No. PAS-15-6103, Local Reserves Cap, SB 858, Section 27/California Education Code 42127.01.**

**MSC: DeWilder/Gardiner                      Student Board member: Absent                      Board: 6-0-0-1**

9.4 **Discussion with action:** Consideration of Point Arena High School Resolution No. PA-15-4300, Regarding Elimination/Reduction of Classified Employee Services for: Elimination of 6.5 hours/day and Reduction of 1.0 hours/day (Pgs. 172-173)

**A motion was made by DeWilder and seconded by Bates to adopt Point Arena High School Resolution No. PA-15-4300, regarding Elimination/Reduction of Classified Employee Services as revised.**

**MSC: DeWilder/Bates                      Student Board member: Absent                      Board: 6-0-0-1**

9.5 **Discussion with action:** Adopt Arena Union Elementary School District's Resolution No. AR-15-4100, to Withdraw its Petition to Unify the Point Arena Schools (Pg. 174-175).

**A motion was made by DeWilder and seconded by Miles to adopt Arena Union Elementary School District's Resolution No. AR-15-4100, to Withdraw its Petition to Unify the Point Arena Schools**

**MSC: DeWilder/Miles                      Student Board member: Absent                      Board: 6-0-0-1**

9.6 **Discussion with action:** Adopt Point Arena Joint Union High School District's Resolution No. PA-15-4301, to Withdraw its Petition to Unify the Point Arena Schools (Pg. 176-177).

**A motion was made by Miles and seconded by DeWilder to adopt Point Arena Joint Union High School District's Resolution No. AR-15-4100, to Withdraw its Petition to Unify the Point Arena Schools.**

**MSC: Miles/DeWilder                      Student Board member: Absent                      Board: 6-0-0-1**

9.7 **Discussion with action:** Adopt revised E (1 & 2) 4121, Temporary/Substitute Personnel (Certificated Personnel) (Pgs. 178-179).

**A motion was made by DeWilder and seconded by Gardiner to adopt revised E (1 & 2) 4121, Temporary/Substitute Personnel (Certificated Personnel)**

**MSC: DeWilder/Gardiner                      Student Board member: Absent                      Board: 6-0-0-1**

9.8 **Discussion with action:** Adopt revised E (1 & 2) 4221, Temporary/Substitute Personnel (Classified Personnel) (Pgs. 180-181).

**A motion was made by DeWilder and seconded by Bates to adopt revised E (1 & 2) 4221, Temporary/Substitute Personnel (Classified Personnel).**

**MSC: DeWilder/Bates                      Student Board member: Absent                      Board: 6-0-0-1**

9.9 **Discussion with action:** Approve the 2014-2015 First Interim Financial Report for Point Arena Schools (Pgs. 182-317).

**A motion was made by DeWilder and seconded by Bates to approve the 2014-2015 First Interim Financial Report for Point Arena Schools.**

**Business Manager Chin gave a pictorial representation of the Point Arena Schools General Fund Budget and explained how revenue and expenditures are coded to the appropriate sites. Business Manager Chin explained that for revenue calculations, the districts are separate, but then the revenue goes into a single budget for expenditures. Expenditures are tracked by site, but there is one budget.**

**Business Manager Chin compared the adopted budget revenues to the first interim and stated the total estimated revenues increased by ~\$96k (1.45%) since the budget adoption estimate in June 2014.**

**Business Manager Chin compared the adopted budget expenses to the first interim and stated the total estimated expenses increased by ~\$114k (+1.71%) since the budget adoption estimate in June 2014. She reviewed the variance explanations.**

**Business Manager Chin spoke about the multi-year assumptions which included the projected deficit spending for the next several years.**

**Board President Miles called for the vote.**

**MSC: DeWilder/Bates                      Vote: Student Board member: Absent                      Board: 6-0-0-1**

9.10     **Discussion with action:** BP/AR 5131.61, Student Drug Testing (Pgs. 318-330).

**A motion was made by DeWilder and seconded by Cione to adopt BP/AR 5131.61, Student Drug Testing.**

**MSC: DeWilder/Cione                      Student Board member: Absent                      Board: 6-0-0-1**

**Section 10:     Next Meeting/Adjournment (Action Item)**

10.1     Items for Next Board Meeting

**Board member DeWilder asked to have all future budget presentations at the beginning of the agenda instead of at the end.**

**Board member Robinson asked if Margaret Merchat from School and College Legal Services could be invited back and make a presentation on the recent changes to the Brown Act.**

10.2     Next Regular Meeting: TBA

10.3     Adjournment

**The Board adjourned at 6:32 PM**

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**Approved and entered into the official minutes of the Point Arena Schools on this 14<sup>th</sup> day of January 2015.**

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

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

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

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