



**MINUTES  
REGULAR MEETING  
BOARD OF TRUSTEES  
December 9, 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.

**OPEN SESSION**

**3:30 PM**

**District Office  
45 Lake Street  
Point Arena, California**

**Section 1:**

1.1 Call to Order

**3:30 PM**

1.2 Superintendent Cushenbery will administer the Oath of Office to newly elected Board Members DeWilder, Gardiner and Miles

**Superintendent Cushenbery administered the Oath of Office to Board Members DeWilder, Gardiner and Miles. Their terms will end December 2019.**

1.3 Pledge of Allegiance to the Flag

1.4 Roll Call

**All Board Members were present.**

1.5 Approval of Agenda

**The Board agreed to pull item D.1 off the agenda.**

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

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

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

**There were no comments made.**

**CLOSED SESSION**

1.7 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  
Mr. Brent Cushenbery, 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:

PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

**OPEN SESSION**

**4:30 PM**

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

**Section 2:**

- 2.1 Call to Order

**4:30 PM**

- 2.2 Pledge of Allegiance to the Flag  
2.3 Notice of any agenda changes previously approved

**Board President Miles announced a motion was made by Board Member DeWilder and seconded by Board Member Gardiner to remove item D.1 off the agenda.**

- 2.4 Announcement of reportable action, if any, from Closed Session

**Board President Miles announced the board voted unanimously to approve releasing a classified employee for cause.**

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

Individual speakers shall be allowed **three minutes** to address the Board on each item not on the agenda. The Board President may allow additional time as appropriate. 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 regarding the processing of complaints. If you do have a complaint, please contact the Superintendent at (707) 882-2803, 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 10 copies of any handouts for the Board and Board Staff.**

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 Items ON the Agenda**

4.1 Individual speakers shall be allowed **three minutes** to address the Board on each item on the agenda. The Board President may allow additional time as appropriate.

**There were no comments.**

**Section 5: Board Recognition**

5.1 Honoring Mr. Ron Miles – Board President

**Superintendent Cushenbery and the Board honored Mr. Miles for his leadership as Board Chair.**

5.2 Honoring Renee Kling – Cafeteria Director

**Superintendent Cushenbery and the Board honored Ms. Kling for her many years of services to the district and honored her with a Certification of Appreciation and a gift certificate.**

**The Board took a break to have cake and coffee in honor of Mr. Miles and Ms. Kling.**

**Section 6: Board Reorganization (Action Item)**

**Superintendent Cushenbery will Chair**

6.1 Selection of Board President.

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

**Board Member DeWilder nominated Board Member Shimon. Board Member Robinson made the second. Superintendent Cushenbery closed nominations for Board President as there were no other nominations.**

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

**The selected Board President will assume his/her duties and run the meeting.**

**Board President Shimon chaired the meeting.**

6.2 Selection of Clerk of the Board.

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

**Board Member Bates nominated Board Member Cione for Clerk of the Board. Board Member Miles made the second. Board President Shimon closed the nominations for Clerk of the Board as there were no other nominations.**

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

**Board Meeting Minutes- December 9, 2015**

**Board President Shimon informed the Board that he would like to make a change to the way the meetings have been run. Board President Shimon stated he welcomes the public to make comments at the beginning of the meeting, and as the agenda item is being discussed. However if the public would like to comment during the time the item is being discussed, he would welcome comments after the board has discussed the item.**

6.3 Establish dates for 2016 Board Meetings (Pg. 1).

**A motion was made by DeWilder and seconded by Miles to approve the following 2016 board meeting dates:**

**January 13, February 10, March 9, April 20, May 11, June 8 and 22, No meeting in July, August 10, September 14, October 12, November 9 and December 7.**

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

6.4 Approval of the 2016 Board Action Calendar (Pgs. 2-6).

**A motion was made by DeWilder and seconded by Robinson to approve the 2016 Board Action Calendar as presented.**

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

6.5 Approval of Superintendent Cushenbery as Secretary to the Board.

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

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

**Section 7:                      Public Hearing**

7.1 The Governing Board of the Point Arena Schools is holding a public hearing affording an opportunity for individuals to present their views concerning Point Arena High School Teachers Association's (PAHSTA) and Point Arena Schools District openers for the 2016-2017 (Pgs. 7-8).

Open Public Hearing:                      **5:15 PM**

**Board Member Robinson asked for clarification of the term of the sunshine. Superintendent Cushenbery will get clarification from PAHSTA.**

Close Public Hearing:                      **5:16 PM**

7.2 The Governing Board of the Point Arena Schools is holding a public hearing affording an opportunity for individuals to present their views concerning Arena Union Teachers Organization (AUTO) and Point Arena Schools District openers for the 2016-2017 school year (Pg. 9-11).

Open Public Hearing:                      **5:17 PM**

**Board Member Robinson asked for clarification for the term of the sunshine. Superintendent Cushenbery will get clarification from AUTO.**

Close Public Hearing:                      **5:18 PM**

**Section 8:                      Brief Reports**

8.1 Board of Trustees

**Board Members made comments about events they participated in throughout the month.**

8.2 Superintendent

**Superintendent Cushenbery spoke about the SRJC visitation he and several board members attended. He stated he will coordinate other visitations in the Spring.**

**Superintendent Cushenbery introduced Point Arena High School Counselor, Brock Bannister who spoke in regards to KAPLAN/SAT preparations.**

- KAPLAN/SAT Prep.

**Mr. Bannister stated he is collaborating with the Math and Science teachers and discussing how to improve test scores. He reported Point Arena High School started a study group where students will take practice tests each week. Mr. Bannister also stated he is working with Arena Elementary Principal Crossman to get the 8<sup>th</sup> grade students interested in taking the SAT.**

- Football Program

**Superintendent Cushenbery asked the Board for clarification about what they wish to do with the football program. Board members agreed that safety of students is their number one priority, but they do not want to eliminate the football program. The Board agreed they would like Superintendent Cushenbery to set-up a Community Forum and invite local experts and coaches to speak about safety.**

8.3 Point Arena High School Principal

- SARB Update

**Point Arena High School Principal Dr. Cartwright spoke about SARB (School Attendance Review Board), and stated that the focus of SARB is to prevent absenteeism and increase student attendance. Dr. Cartwright shared a video presentation titled: *What are we Doing, and What do we need to do to Engage, Motivate and Excite Students about Attending School*. Principal Cartwright also spoke in regard to prevention and having a Board Policy and Administrative Regulation in place that provides staff with specific support to do their job.**

- LCAP Update

**Point Arena High School Principal Dr. Cartwright gave an LCAP update and reported students are being assessed using SRI. She reported that ReadLive is used for those students not in Read180 or in Study Skills. She also reported that the Daily Bulletin is created with information to support healthy choices. Principal Cartwright reported that Freshman students are supported multi-tiered and assessments are administered in math and English for appropriate placement in courses. She also reported that she and the Counselor will visit each feeder school to answer questions and present expectations as they enter high school, and parents and students are invited to Freshman Palooza where students come to Point Arena High School to visit the school.**

8.4 Arena Union Elementary Principal

- LCAP Update

**Arena Union Elementary Principal Crossman gave the LCAP update in which she discussed several goals throughout the LCAP. Principal Crossman focused on Goal 2: Implement challenging, engaging, and intentional instruction using curriculum, materials, and formative/summative assessments aligned to Common Core State Standards. She stated that one of the things that was created to meet this goal was selecting three target students; one struggling student, one English Learner and one high achieving student in each core subject area. The teacher focuses on these students by creating lesson plans for the target students; anticipating that they will reach a broader group of students. Principal Crossman also spoke about student engagement and parent participation, particularly the Native American Advisory Committee. She reported**

**that during these meetings students are awarded for good attendance with a certificate from the school and, the Tribe also awards the students with gifts as well.**

8.5 AUTO

**Staff member Michelle Egger gave the AUTO report.**

8.6 PAHSTA

**No report.**

8.7 CSEA

**No report.**

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

9.1 A. Minutes

A.1 Approve the minutes from the Regular Board of Trustee's meeting held November 4, 2015 (Pgs. 12-17)

B. Finances

B.1 Approve Point Arena Schools District Commercial Warrant Register number: 0028-0032 in the amount of \$79,611.85 (Pgs. 18-41).

B.2 Approve Point Arena Schools Purchase Order numbers: 160200- 160215 in the amount of \$59,299.13 (Pg. 42-44).

B.3 Approve Point Arena Schools District Budget Transfer Transactions: 160098-160136 in the amount of \$1,255,711.75 (Pgs. 45-60).

B.4 Approve Arena Union Elementary School Student Body Account Balance for the month of October (Pg. 61).

C. Personnel

C.1 Approve the Compromise and Release Agreement between Point Arena Schools District and Julie Agrati in the amount of \$26.19 per hour for all hours worked as an After School Instructor beginning on September 21, 2015 through June 30, 2016 (Pgs. 62-63).

C.2 Approve the Compromise and Release Agreement between Point Arena Schools District and Cheryl Rhodes for a lump sum amount of \$5,101.82 for all overtime hours worked in excess of 8 hours from July 1, 2012 through October 20, 2015 (Pgs. 64-65).

C.3 Approve the employment of John Miller as Cafeteria Director for Point Arena Schools (8.0 hours per day, Step 11, \$24.10 per hour) effective December 1, 2015.

C.4 Approve the employment of Kimiyo Jones as Paraeducator, Regular Ed (5.25 hrs. per day, Step 5, \$13.21 per hour) and Special Ed (2.0 hrs. per day, Step 5, \$14.68 per hour) effective December 1, 2015.

D. Other

~~D.1 Accept the Administrative/Employee Ratio Worksheets for Point Arena High School and Arena Union Elementary School for the 2015-2016 school year (Pgs. 66-71).  
This item was moved off the agenda.~~

D.2 Approve the Statement of Agreement between Mendocino County Office of Education and Arena Union Elementary and Point Arena Joint Union High School District for Psychologist services of Mary Gulyas (10 days) and School Nurse services of Vivian White (70 days). Total cost \$25,885 plus mileage (Pg. 72).

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

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

**Section 10:        Discussion with Possible Action**

10.1    **Discussion with possible action:** Consideration to adopt Point Arena Schools Resolution No. PAS 16-6102, regarding Accounting of Development Fees for 2014-2015 Fiscal Year in the Developer Fees Fund (Pgs. 73-79).

**A motion was made by DeWilder and seconded by Miles to adopt Point Arena Schools Resolution No. PAS 16-6102, regarding Accounting of Development Fees for 2014-2015 Fiscal Year in the Developer Fees Fund.**

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

10.2    **Discussion with possible action:** Consideration to approve First Interim Budget Report and Multi-Year Projection for the 2015-2016 school year (Pgs. 80-227).

**A motion was made by DeWilder and seconded by Miles to approve the First Interim Budget Report and Multi-Year Projection for the 2015-2016 school year.**

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

10.3    **Discussion with possible action:** Consideration to sunshine Point Arena High School Teachers Association's (PAHSTA) and Point Arena Schools District openers for the 2016-2017 school year (See item 7.1).

**A motion was made by DeWilder and seconded by Cione to sunshine Point Arena High School Teachers Association's (PAHSTA) and Point Arena Schools District openers for the 2016-2017 school year.**

**A discussion ensued.**

**Board member DeWilder rescinded his motion and moved to table taking action to the next board meeting. Board Member Cione seconded.**

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

10.4    **Discussion with possible action:** Consideration to sunshine Arena Union Teachers Organization (AUTO) and Point Arena Schools District openers for the 2016-2017 school year (See item 7.2).

**A motion was made by DeWilder seconded by Cione to table taking action to sunshine Arena Union Teacher Organization (AUTO) and Point Arena Schools District openers for the 2016-2017 school year, to the next board meeting.**

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

**Section 11:        Items for Next Meeting/Next Meeting Date/Adjournment**

**Board Meeting Minutes- December 9, 2015**

11.1 Items for Next Board Meeting

**The Board agreed to place the following items on the next board agenda: the Administrative – Teacher Ratio report, PAHSTA and AUTO Sunshine.**

11.2 Next Regular Meeting: TBA

**The next board meeting will be held January 13, 2016.**

11.3 Adjournment

**A motion was made by DeWilder and seconded by Robinson to adjourn at 6:55 PM.**

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

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**Approved and entered into the official minutes of the Point Arena Schools on this 13<sup>th</sup> day of January 2016.**

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

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

\_\_\_\_\_  
**Mr. Brent Cushenbery, Secretary of the Board**

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