



**MINUTES  
REGULAR MEETING  
BOARD OF TRUSTEES  
September 16, 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**

**4:30 PM**

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

**Section 1:**

1.1 Call to Order

**4:30 PM**

1.2 Roll Call

**All Board Members were present.**

1.3 Pledge of Allegiance to the Flag

1.4 Approval of Agenda

**Board Member Shimon asked to move C.7 off the Consent Agenda and place it under Discussion with possible action. The item was renumbered 7.5.**

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

**MSC: DeWilder/Robinson**

**Vote: Student Board Member: Yes**

**Board: 7-0-0**

**Section 2: 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).

**Alan Jacobs, Community Member made a comment about his reaction to item 7.2, regarding alleged infractions of Conflict of Interest, Ethics and Brown Act non-compliance that was on the August 12, 2015 board meeting agenda.**

**Section 3: Public Comment Regarding Open Session Items ON the Agenda**

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.

**Alan Jacobs, Community Member made a comment about item 7.3 and 7.4 that was on the agenda.**

**Section 4: Public Hearing**

4.1 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 2015-2016 school year.

**Superintendent Cushenbery informed the Board that Point Arena Joint Union High School and Arena Union Elementary School have sufficient Instructional Materials for the 2015-2016 school year.**

Open Public Hearing: **4:42 PM**

**There were no comments.**

Close Public Hearing: **4:43 PM**

**Section 5: Brief Reports**

5.1 Board of Trustees

**Student Board member Allen gave an updated about the start of school.**

**Board Members Robinson, Shimon, Cione, DeWilder, Bates, Gardiner and Board President Miles gave brief reports.**

5.2 Superintendent

- Building Coherence (Pg. 1)

**Superintendent Cushenbery made a power point presentation about building Coherence and reviewed the Chart that compared the negative to the positive ways to build coherence. The chart also included a list of "lenses" through which one sees things.**

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- Featured Teacher – Technology Use In the Classroom – Dr. Melody Hood

**Dr. Cartwright, Point Arena High School Principal introduced Dr. Melody Hood who gave a presentation about the use of Google Classroom and specific instruction of students as it relates to integrating Technology into the Common Core Curriculum.**

- 5.3 Point Arena High School Principal
- Opening School Report

**Dr. Cartwright spoke about the Music Enrichment class taught by Mr. Abrams, Kai Hamblin, Blake More and Mr. Waletz. Dr. Cartwright said it will be a strong transition to the 2016-2017 school year. She also spoke about the Desktop Publishing class taught by Ms. Badgett, Development of CTE Pathways, Engineering & Architecture-Engineering Technology, Athletics, Activity Tutorial, Intervention and Academic Eligibility Recovery.**

**Dr. Cartwright reported that October 2<sup>nd</sup> is Janine O’Neil’s last day and there will be a potluck in the library from 11:00 – 12:00 PM to honor her. She also mentioned that Chris Galletti is retiring and her last day is October 30<sup>th</sup>.**

- 5.4 Arena Union Elementary Principal
- Opening School Report

**Dr. Crossman spoke about classes being moved, the school-wide homework policy, and enrichment opportunities. Dr. Crossman also informed the Board that Arena now has a band program, which is held Thursdays and Fridays.**

- 5.5 AUTO

**Staff Member, Jennifer Biglow made the AUTO report.**

- 5.6 PAHSTA

**Staff Member, Dr. Melody Hood made the PAHSTA report and informed the Board that they are tightening up on tardies.**

- 5.7 CSEA

**Staff Member, Bill Stokem made the CSEA Report and reported about Paraeducators and what they do.**

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

- 6.1 A. Minutes

A.1 Approve the minutes from the Regular Board of Trustee’s meeting held August 12, 2015 (Pgs. 2-9).

- B. Finances

B.1 Approve Point Arena Schools District Commercial Warrant Register numbers: 0004-0011 in the amount of \$152,983.80 (Pgs. 10-32).

B.2 Approve Point Arena Schools Purchase Order numbers: 160094-160136 in the amount of \$30,367.20 (Pg. 33-35).

- B.3 Approve Point Arena Schools District Budget Transfer Transactions: 160045-160067 in the amount of \$541,796.34 (Pgs. 36-43).
- B.4 Approve Point Arena High School Student Body Account Balances for the Months of April and May 2015 (Pgs. 44-63).

C Personnel

- C.1 Accept the resignation from Autumn Davis, Special Education Paraeducator at Arena Union Elementary effective August 14, 2015 (Pg. 64).
- C.2 Approve David Blair as Point Arena High School Principal Designee for the 2015-2016 school year (Pg. 65).
- C.3 Approve Michelle Egger as Arena Union Elementary School Principal Designee for the 2015-2016 school year (NTE: \$500) (Pg. 66).
- C.4 Approve Sara R. Cover, 6<sup>th</sup> Grade Teacher at Arena Union Elementary School to be employed on the basis of a Provisional Internship Permit (PIP) for the 2015-2016 school year.
- C.5 Approve Nathaniel Waletzko, Music Teacher for Point Arena Schools District to be employed on the basis of a Variable Term Waiver for the 2015-2016 school year.
- C.6 Approve Roger W. Saunders, English Teacher at Point Arena High School to be employed on the basis of a Short-Term Staff Permit (STSP) for the 2015-2016 school year.
- C.7 *Accept the letter of resignation for retirement from Janine O'Neil, Administrative Assistant I at Point Arena High School effective October 3, 2015 (last working day is October 2, 2015) (Pg. 67). **Item was moved off the Consent Agenda and placed under Discussion with Possible Action.***
- C.8 Accept the letter of resignation from Gail Jackson, Paraeducator – Sp. Ed. at Arena Union Elementary School effective August 26, 2015 (4.0 hrs. per day) (Pg. 68).
- C.9 Approve increasing Terri Stornetta’s Paraeducator – Sp. Ed. position at Arena Union Elementary School from 6.0 hr. per day to 6.5 hrs. per day.
- C.10 Approve the employment of Maria Servin as bus driver for Point Arena High School pending completion of the School Bus Certification program (1.5 hrs. per day, Step 6, \$16.62 per hr. per CSEA CBA 5.13.1).
- C.11 Approve a step advancement from Step 9 (\$25.96) to Step 10 (\$26.78) for Sherry Baker, Transportation Director for the completion of the California Department of Education Bus Driver Instructor Training Course #292 (Pg. 69).

D. Other

- D.1 Approve the Statement of Agreement between Point Arena Schools District and California Rural Indian Health Board (CRIHB) Tribal Head Start Program/Manchester-Point Arena (MPA) Head Start for Head Start Services (Pgs. 70-81).
- D.2 Approve the Statement of Agreement between Point Arena Schools and Keith Abrams for Visual and Performing Arts Classes (62 minutes each Thursday starting August 27, 2015 and two performances, \$35.00 per hour, NTE: \$10,000)(Pg. 82).

- D.3 Approve the Statement of Agreement between Point Arena School and Kathleen Ann Cebe, RN. To conduct Mandatory Student Drug Testing (\$35.00 per hour, NTE: \$2,000)(Pg. 83).
- D.4 Approve the Memorandum of Understanding (MOU) between Point Arena High School and MCOE for the Poets in the Schools program (12 sessions cost NTE: \$720) for the 2015-2016 school year (Pg. 84).
- D.5 Approve the Transportation Service Agreement between Point Arena Joint Union High School and Kashia Elementary School District for maintenance and repair of the 10-passenger van owned by Kashia Elementary (Cost NTE: \$36 per hour for labor plus the cost for parts) for the 2015-2016 school year (Pgs. 85).
- D.6 Accept the Mendocino County Consolidated Annual Investment Report for 2014-2015 school year (Pgs. 86-116).
- D.7 Accept the Mendocino County Consolidated Investments as of June 30, 2015 (Pgs. 117-124).
- D.8 Approve surplusing and putting out to bid a Point Arena High School Van due to its high mileage, need of costly repairs, and lack of reliability: 1994 Dodge Ram, 350 Van, VIN: 2B5WB35Z)RK5844346, 206,772 miles.
- D.9 Approve Point Arena High School Fall Athletic Schedules for the 2015-2016 school year (Pgs. 125-127).
- D.10 Approve the request to travel out-of-state (AR 3350) from Dr. Hood to attend National Council of Teachers of English Conference on November 19-22, 2015 in Minneapolis (Pgs. 128-132).
- D.11 Approve the 30-day display of McGraw Hill, *AP Human Geography*, Jon C. Malinowski/David H. Kaplan (copyright 2013) for Geography classes at Point Arena High School (Grades 9-12).

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

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

**Section 7:                      Discussion with Possible Action**

7.1                      **Discussion with possible action** consideration and discussion about Board Committees (Pg. 133-136).

**Board President Miles explained to the Board that the structure of the committees has changed; they are no longer Superintendent Committees, they are now Board Committees which means they will be governed by Brown Act. The Board members agreed to be part of the following Board Committees:**

**Budget: Bates and DeWilder. Also part of the Committee is the Superintendent, CBO, Principals, a member from CSEA, PAHSTA, AUTO and a community member from, Manchester, Horicon and Kashia.**

**Policy: Cione, DeWilder and Gardiner. Also part of the Committee is the Superintendent, Principals and a member from CSEA, PAHSTA and AUTO.**

**Negotiations: Robinson and Shimon. Also part of the Committee is the Superintendent, CBO and Eloisa Oropeza who will take the minutes.**

**Native American Education Advisory: Shimon. Miles will be the alternate.**

**The Board Liaison Assignment are as follows:**

**Boosters: Point Arena High School: DeWilder**

**Site Council – Arena: Cione. Robinson will be the alternate.**

**Site Council – Point Arena High School: Bates. Robinson will be the alternate.**

**Pacific Community Charter School: Shimon**

**English Learner Advisory: Cione**

**A motion was made by DeWilder and seconded by Robinson to approve the Board Committees and the Board Liaison Assignments.**

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

7.2        **Discussion with possible action** consideration to approve the revised Declaration of Need for certificated staff at Arena Union Elementary School District for the 2015-2016 school year (Pgs. 137-139).

**A motion was made by DeWilder and seconded by Miles to approve the revised Declaration of Need for certificated staff at Arena Union Elementary School District for the 2015-2016 school year.**

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

7.3        **Discussion with possible action** regarding posting requirements for three days or 72 hours (Pgs. 140-145).

**Board President Miles led the Board into a discussion regarding BB 9322, Agenda/Meeting Materials; three days vs. 72 hours to post the agenda packet. A discussion ensued. The Board agreed to take the policy back to the Policy Committee to review and bring back to the Board for action.**

7.4        **Discussion with possible action** regarding public request to place items on School Board agendas (Pgs. 146-151).

**Board President Miles led the Board into a discussion regarding public requests to place items on the School Board agenda. A discussion ensued.**

**ITEM FROM CONSENT AGENDA**

7.5        **Discussion with possible action:** *Accept the letter of resignation for retirement from Janine O'Neil, Administrative Assistant I at Point Arena High School effective October 3, 2015 (last working day is October 2, 2015) (Pg. 67).*

**Board Member Shimon read Mrs. O'Neil's letter of resignation for retirement. He led the Board into a discussion about placing these types of resignations on the Consent Agenda vs. having a separate item to formally recognize employees for their years of service. A discussion ensued. The Board agreed that these sort of resignations should be placed in a separate section on the agenda so the Board can officially honor an employee.**

**A motion was made by Shimon and seconded by Gardiner to accept the letter of resignation for retirement from Janine O'Neil, Administrative Assistant I at Point Arena High School effective October 3, 2015 (last working day is October 2, 2015).**

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

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**Section 8: Items for Next Meeting/Next Meeting Date/Adjournment**

8.1 Items for Next Board Meeting

**Board President Miles asked if any Board member wished to place an item on the agenda. There were no requests.**

8.2 Next Regular Meeting: October 14, 2015

8.3 Adjournment

**A motion was made by Miles and seconded by DeWilder to adjourn at 6:23 PM**

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

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**Approved and entered into the official minutes of the Point Arena Schools on this 16<sup>th</sup> day of September 2015.**

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

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

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

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