



**REGULAR MEETING MINUTES  
BOARD OF TRUSTEES  
November 4, 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 Pledge of Allegiance to the Flag

1.3 Roll Call

**All Board Members were present.**

1.4 Approval of Agenda

**Board President Miles asked to pull item D.4, 2015-2016 Administrative/Teacher Ratio Calculation Form off the agenda.**

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

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

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

**There were no comments.**

**CLOSED SESSION**

1.6 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 there was a motion to pull item D.4 off the Agenda.**

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

**There were no reportable action items announced from Closed Session.**

**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).

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**Community Member Vern McNamee asked the Board to consider the status of continuing football at Point Arena High School due to the expense and the number of injuries that happen.**

**Student Board Member Elise Allen and Faye Ritchie read a statement from Point Arena High School Freshman Class President, Jared Sundstrom and supported by all Class Presidents, asking the Board to purchase sweatshirts for all the students at Point Arena High School to support school unity and spirit.**

**Section 4: 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.

**There were no comments.**

**Section 5: Public Hearing**

5.1 The Governing Board of the Point Arena Schools is holding a public hearing affording an opportunity for individuals who reside or work on federal lands to present their views concerning ways the District can assist their children in realizing the benefits to be derived from the educational programs assisted under P.L. 874 Federal Impact Aid.

Open Public Hearing: **4:44 PM**

**There were no comments.**

Close Public Hearing: **4:45 PM**

**Section 6: Brief Reports**

6.1 Board of Trustees

**The Board and Student Board member shared events they attended throughout the month.**

6.2 Superintendent

**Superintendent Cushenbery introduced Point Arena High School Counselor Brock Bannister who gave the PSAT report.**

- Preliminary Scholastic Aptitude Test (PSAT)

**Brock Bannister, Point Arena High School Counselor gave an overview of the PSAT and suggested students go online to take practice tests. He stated that there are over 850 Colleges that no longer use SAT or ACT as an admission criteria. The Board voiced they would like to continue administering the PSAT and hope to see our scores improve.**

- Strategic Action Plan Update

**Superintendent Cushenbery gave the Strategic Action Plan update and announced several Board Members will join him on December 2<sup>nd</sup> to go to Santa Rosa Junior College to learn what student services and classes that may be available to our students.**

- Technology Update (Pg. 1)

**Superintendent Cushenbery gave the Technology update and shared an email with the board from Dave Smith, MCOE Director of Information Technology. Mr. Smith suggested adding two site servers at both CSME connections, to segment our network switches and both networks in to separate Vlan's, to clean up**  
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the network and check for any inappropriate wiring or network loops, configure and check WiFi application devices and add an active directory to our domain/sites for authentication for staff members.

6.3 Point Arena High School Principal

Principal Cartwright thanked Superintendent Cushenbery, Mr. Cole and MCOE Staff for their input regarding renovation of the infrastructure at Point Arena Schools. She also announced that the next ELAC meeting is on Thursday, November 12 where 8 students will be reclassified.

Principal Cartwright announced Point Arena High School will be collaborating with Action Network and Soroptomist, to offer a series of seven sessions to support female students to access skills for career options. The goal is to support students to work with community mentors for internships. The program is called "Dream It, Be It."

Principal Cartwright announced that Dr. Hood is chaperoning eight PAHS students who will go to Santa Rosa Junior College to learn about post high school programs available at SRJC. She also announced Ralph Cantor will speak to parents and students about, "Marijuana and the Teen Brain," on November 19<sup>th</sup>.

6.4 Arena Union Elementary Principal

Principal Crossman announced that the week of November 9<sup>th</sup> is Parent Conference Week. She also thanked Board Members Bates, Cione, Shimon, and Robinson for helping at their Fall Carnival. Principal Crossman announced the gate receipts from donations totaled \$807 and the 8<sup>th</sup> grade made over \$200 selling desserts.

Principal Crossman announced they are raising awareness of distinguishing between rude, mean and bullying. She hopes this will help staff pay attention to and when to intervene.

Principal Crossman reviewed important dates which include:

School Site Council Meeting, November 12<sup>th</sup> at 3:30 – 5:00 PM in the AUES Library.

ELAC Potluck Meeting November 12<sup>th</sup> at 5:00 PM in the AUES Dining Hall.

Ralph Cantor Assembly, November 19<sup>th</sup> in the Point Arena High School Auditorium.

NAEAC, December 3<sup>rd</sup> at 5:30 PM at the Tribal Center.

November 11<sup>th</sup>, No School (Holiday)

November 23-27<sup>th</sup>, No School (Holiday)

6.5 AUTO

Justin Hughey, AUTO member gave the AUTO report.

6.6 PAHSTA

No report.

6.7 CSEA

Bill Stokem spoke about the Transportation Department staff which includes; Tom Craig, Juan Mata and Jaycie Cochran.

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

7.1 A. Minutes

- A.1 Approve the minutes from the Regular Board of Trustee's meeting held October 14, 2015 (Pgs. 2-8)

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B. Finances

- B.1 Approve Point Arena Schools District Commercial Warrant Register number: 0024-0027 in the amount of \$89,698.76 (Pgs. 9-25).
- B.2 Approve Point Arena Schools Purchase Order numbers: 160185-160196 in the amount of \$20,525.55 (Pg. 26).
- B.3 Approve Point Arena Schools District Budget Transfer Transactions: 160083-160097 in the amount of \$942,310.91 (Pgs. 27-31).
- B.4 Approve Point Arena High School Student Body Account Balance for the months of July August and September 2015 (Pgs. 32-52).
- B.5 Approve Arena Union Elementary School Student Body Account Balance for the month of September (Pgs. 53).

C. Personnel

- C.1 Accept the resignation from Jaycie Cochran, Transportation Bus Mechanic effective June 30, 2016 (Pg. 54).

D. Other

- D.1 Approval of the revised Agreement between Kashia Elementary School District and Point Arena Joint Union High School District for the 2015-2016 school year (Pgs. 55-60).
- D.2 Accept Pacific Community Charter School's Risk Management Report dated October 2015 (Pgs. 61-83).
- D.3 Accept Pacific Community Charter School's Annual Report for the 2014-2015 school year (Pgs. 84-199).
- D.4 Accept the 2015-2016 Administrative/Teacher Ratio Calculation Form R-2 (Pgs. 200-202).
- D.5 Accept the Williams Settlement Legislation Quarterly Report – 1<sup>st</sup> Quarter (July – September 2015-2016) for Point Arena Schools (Pgs. 203-208).
- D.6 Accept the Point Arena High School Basketball schedule for the 2015-2016 school year (Pg. 209).

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

**MSC: DeWilder/Cione**

**Student Board Member: Yes**

**Board Vote: 7-0-0-0**

**Section 8: Discussion with Possible Action**

- 8.1 **Discussion with possible action:** Consideration to approve the Superintendent's Evaluation Instrument (Pgs. 210-214).

**A motion was made by DeWilder and seconded by Robinson to approve the Superintendent's Evaluation Instrument.**

**MSC: DeWilder/Robinson**

**Student Board Member: Yes**

**Board Vote: 7-0-0-0**

8.2 **Discussion with possible action:** Consideration to approve setting December 9, 2015 as the date for the Annual Reorganizational Meeting of the Governing Board.

**A motion was made by DeWilder and seconded by Cione to approve setting December 9, 2015 as the date for the Annual Reorganizational Meeting of the Governing Board.**

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

8.3 **Discussion with possible action:** Consideration to set a date for a staff appreciation event (Pgs. 215).

**A motion was made by Shimon and seconded by Miles to approve setting December 16, 2015 at 3:30 PM at Point Arena High School for a staff appreciation event.**

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

8.4 **Discussion with possible action:** Consideration to approve a request for a Leave of Absence from Maria Servin, Paraeducator – Special Education.

**Superintendent Cushenbery gave a brief background about Maria Servin’s request.**

**Board President Miles asked for a motion and second. The motion died for a lack of a motion and second. Board Member Robinson asked if by not making a motion and a second whether or not the request was denied. Board President Miles and Superintendent Cushenbery confirmed that the request was denied because of the process.**

**ADDENDUM ITEM:**

8.5 **Discussion with possible action:** Accept the letter of resignation for retirement from Renee Kling, Food Service Director for Point Arena High School, effective December 31, 2015 (Pg. ).

**A motion was made by Shimon and seconded by DeWilder to accept the letter of resignation for retirement from Renee Kling, Food Service Director for Point Arena High School, effective December 31, 2015.**

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

**Section 9: Items for Next Meeting/Next Meeting Date/Adjournment**

9.1 Items for Next Board Meeting

**Honor Outgoing Board President Miles and Retiree Kling, Football Discussion and SARB Board**

9.2 Next Regular Meeting: December 9, 2015

9.3 Adjournment

**A motion was made by Miles and seconded by DeWilder to adjourn at 5:40 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 9<sup>th</sup> day of December 2015.**

\_\_\_\_\_  
\_\_\_\_\_, Clerk of the Board

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date