



**MINUTES
REGULAR MEETING
BOARD OF TRUSTEES
April 12, 2017**

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

3:00 PM

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

1.1 Call to Order

3:00 PM

1.2 Roll Call

All Board Present. Student Board Member was absent.

1.3 Approval of Agenda

Board Member Shimon asked to move item D.1 off the Consent Agenda and place it under Discussion with Possible Action, and number it 6.5.

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

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

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

There were no public comments.

1.5 Recess to Closed Session

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

i. PUBLIC EMPLOYEE DISCIPLINE/DISMISAL/RELEASE

b. 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
Point Arena High School Teachers Association (PAHSTA)
Arena Union Teachers Organization (AUTO)

California School Employees Association South Coast Chapter #343 (CSEA)

- c. With respect to every item of business to be discussed in closed session pursuant to Section 54957:
 - ii. SUPERINTENDENT MID-YEAR REVIEW

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. Student Board member joined the meeting.

2.2 Pledge of Allegiance to the Flag

2.3 Report any agenda changes previously approved under Item 1.3

Board President Robinson announced the Board agreed to move item D.1 off the Consent Agenda, place it under Discussion with Possible Action, and number it 6.5.

2.4 Announcement of reportable action, if any, 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. 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 the Board President Vikki Robinson at (707) 882-2197. 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).

Board Meeting Minutes – April 12, 2017

There were no public 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. This may occur during this section of the agenda or after the Board has had its discussion, and prior to taking action on each item on the agenda. The Board President may allow additional time as appropriate.

There were no public 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 to present their views concerning California School Employees Association South Coast Chapter #343 (CSEA) Openers: Article 5 (inclusive of Salary Schedule) - Pay & Allowance, Article 7, Insurance Coverage, Article 19, Discipline and Article 22, Miscellaneous Provisions for 2017-2018 school year (Pg. 1).

Open Public Hearing: **4:33 PM**

There were no comments.

Close Public Hearing: **4:34 PM**

- 5.2 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 Openers: Article 14, Teaching Hours/Adjunct Duties, Article 16, Leaves, specifically Article 16.2, Personal Necessity Leave, Article 16.9, Hazardous Road Conditions, and Article 20, Health and Welfare Benefits for the 2017-2018 school year (Pg. 2).

Open Public Hearing: **4:34 PM**

There were no comments.

Close Public Hearing: **4:35 PM**

Section 6: DISCUSSION WITH POSSIBLE ACTION

- 6.1 **Discussion with possible action:** consideration of and possible action to adopt Point Arena Schools Resolutions No. PAS-17-6105, Reaffirmation of the Point Arena Schools District to Protect the Rights and Sanctity of Its Students from Local, State and Federal Harassment (Pgs. 3-6).

A motion was made by DeWilder and seconded by Cione to adopt Point Arena Schools Resolution No. PAS 17-6105, Reaffirmation of the Point Arena Schools District to Protect the Rights and Sanctity of Its Students from Local, State and Federal Harassment.

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

- 6.2 **Discussion with possible action:** consideration of and possible action to adopt PAS-17-6101, Authorizing the Opening of the Special Reserve Fund for Capital Outlay Projects, Fund 40 (Pgs. 7-9).

A motion was made by DeWilder and seconded by Miles to adopt PAS-17-6101, authorizing the Opening of the Special Reserve Fund for Capital Outlay Projects, Fund 40.

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

6.3 **Discussion with possible action:** consideration of and possible action to approve going out to bid for the replacement of the High School Gym Roof (Pg. 10-91).

A motion was made by DeWilder and seconded by Miles to approve going out to bid for the replacement of the High School Gym Roof.

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

6.4 **Discussion with possible action:** consideration of and possible action to adopt Point Arena Schools Resolution No. PAS-17-6107, Day of the Educator, May 5, 2017 (Pgs. 92-93).

A motion was made by Miles and seconded by DeWilder to adopt Point Arena Schools Resolution No. PAS 17-6107, Day of the Educator, May 5, 2017.

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

Item moved off the Consent Agenda:

~~6.5~~ **Discussion with possible action:** Approve the termination of the Statement of Agreement between Point Arena Schools District and Holly Rawlins, Counselor effective March 30, 2017. The District received Holly Rawlins notice of resignation on 15-days prior written notice according to the Statement of Agreement (Pgs. 181-185).

A motion was made by DeWilder and seconded by Shimon to approve the termination of the Statement of Agreement between Point Arena Schools District and Holly Rawlins, Counselor effective March 30, 2017. The District received Holly Rawlins notice of resignation on 15-days prior written notice according to the Statement of Agreement.

Board Member Shimon asked why the Board had to take action to terminate the Statement of Agreement when Dr. Rawlins opted to get out of her contract by resigning. Board President Robinson explained that the Board was not accepting Mrs. Rawlins' resignation, the action was necessary to terminate an agreement that was between the District and Mrs. Rawlins.

Board President asked for a roll call vote:

- Student Board member Allen, Abstain.**
- Board Member Gardiner, Yes.**
- Board Member DeWilder, Yes**
- Board Member Bates, Yes**
- Board Member Vikki, Yes,**
- Board Member Ron, Yes**
- Board Member Cione, Yes**
- Board Member Shimon, No**

MSC: DeWilder/Shimon Student Board Member: Abstain Board 6-0-0-1 (Shimon voted no)

Section 7: DISCUSSION

7.1 Prop. 39 Update (Pg. 94)

Superintendent Cushenbery gave an update about the Prop. 39 projects stating that, energy efficient broilers will be installed at both the high school and elementary school by workers from IES in the upcoming week. Superintendent Cushenbery also reported that the lighting upgrades will be complete by the end of May.

7.2 LCAP Update

Board Meeting Minutes – April 12, 2017

Superintendent Cushenbery reported that an employee from MCOE will be at the District Office to review the new LCAP Reporting format with Principal Carson, Business Manager Chin and him.

7.3 Career Readiness – Dream It, Be It: Pathway to Opportunity Program (Action Network)

Board President Robinson announced that Acton Network was unable to be at the meeting. The item will be placed back on the May Agenda.

Board Member Shimon spoke about college readiness for students at Point Arena High School and asked what is being done to help students prepare for a careers path who are not on the college path? Board Member Shimon stated he didn't believe the District is doing as much as they need to for career path students. Board President Robinson stated she attended a Santa Rosa Jr. College visitation and at that time they were told there were many Certificate Programs available for students through SRJC. Superintendent Cushenbery stated that an advertisement went out in the ICO inviting folks to sign up for the SRJC programs but they were unable to meet the minimum 15 student enrollment requirement. Superintendent Cushenbery informed the Board that the CTE teachers at Point Arena High School are working on a Certificate Program for students at Point Arena High School. Superintendent Cushenbery will invite our CTE teachers to the next Board Meeting to speak about the Certificate Programs being offered.

7.4 Infant Care Program for Point Arena Schools employees (Pgs. 95-99).

Superintendent Cushenbery informed the Board that he looked into locations to house the Infant Care program, should the Board approve the program, and a consideration was to house the program on the Arena Union Elementary School campus. Superintendent Cushenbery said the room is very bright and amenities are close by. Superintendent Cushenbery will meet with Business Manager Chin to review budget costs.

7.5 WASC Visiting Team Report and Final Presentation (Pgs. 100-143).

Superintendent Cushenbery informed the Board that the WASC report is on the District's website and that the staff will work on a follow-up WASC report.

Section 8: BRIEF REPORTS

8.1 Board of Trustees

Board members gave brief reports. It was announced that Heidi Piper was the winner of the Cupcake Wars and Arena made approximately \$4,500 from the first ABC Booster's fundraiser.

8.2 Student Board Member Report

Student Board Member Allen stated that the WASC Visitation Team met with the ASB members and learned that there was no student input on the WASC report.

8.3 Superintendent
• Benchmarks

Superintendent Cushenbery asked Principal Carson to make his Academic Support report, while he set-up his presentation.

Principal Carson reported that one of the hurdles in making the assessment data more readily available is that the online component of the two new adoptions, *ConnectEd*, does not interface with *Illuminate* which has been their student data system. Teachers have to manually enter the data to *Illuminate*. For the K-2 teachers, they fill in bubble sheets from the students answer sheets and scan those bubble sheets to upload into *Illuminate*. For the 3rd to 6th grade students, the teachers have the students put their answers first on the actual tests and then have the students transfer their answers to the bubble sheets. By way of contrast the
Board Meeting Minutes – April 12, 2017

Middle School teachers in Social Studies and Science, because they don't have new adoptions yet, have assessments within *Illuminate* that the students can take online. Principal Carson reported that they are looking into the possibility of putting all of their assessments into *Illuminate* to have the ability to have all students be able to take their assessments online once they are able to use a keyboard.

Principal Carson had distributed his Benchmark report to the Board and briefly reviewed it (see attachment).

Superintendent Cushenbery reviewed some of Point Arena High School Benchmarks and compared assessment data for reading and math. Superintendent Cushenbery stated that the two reading programs that are being used for those students who are struggling in reading are; *Read Live and Read 180*. He stated that they will use *Read 180* once again in the 2017-18 school year.

- 8.4 Arena Union Elementary Principal
- Academic Support

Reported in 8.3

- 8.5 AUTO

AUTO staff member Gabby Rodriguez gave the AUTO report.

- 8.6 PAHSTA

PAHSTA staff members Lillian McFarland and Katie Bates gave the PAHSTA report. Bates said they were asked to give a benchmark report. She reported that she was unable to give a summary report because of ECHO's limitations and because she doesn't know *Illuminate* very well. Bates focused on concerns staff had with network projects unavailable online and with the NTN software and its lack of compatibility with *Illuminate* vs. *Echo*. A discussion ensued between the Board and the staff members.

- 8.7 CSEA

There was 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 on March 8, 2017 (Pgs. 144-151)

- B. Finances

B.1 Approve Point Arena Schools District Commercial Warrant Register numbers: 0044-0050 in the amount of \$465,793.93 (Pgs. 152-170).

B.2 Approve Point Arena Schools Purchase Order Numbers: 170244-170263 in the amount of \$8,033.77 and 170247 in the amount of \$16,533.77 (Pg. 171-173).

B.3 Approve Point Arena Schools District Budget Transfer Transactions: 170196-170210 in the amount of \$251,938.16 (Pgs. 174-177).

B.4 Accept Arena Union Elementary School's Student Body Account Balances for the month of March 2017 (Pg. 178).

B.5 Accept Point Arena High School's Student Body Account Balances for the month of February 2017 (Pg. 179).

C. Personnel

C.1 Accept the resignation from Peter McCarry, Point Arena Schools PE Teacher effective June 12, 2017 (Pg. 180).

C.2 Accept the donation of 70 hours from a Point Arena High School employee to be placed in the Catastrophic Leave Bank from employee X.

C.3 Accept the donation of 70 hours from a Point Arena High School employee to be placed in the Catastrophic Leave Bank from employee XX.

C.4 Accept the donation of 30 hours from an Arena Union Elementary School employee to be placed in the Catastrophic Leave Bank from employee XXX.

C.5 Accept the donation of 7.5 hours from an Arena Union Elementary School employee to be placed in the Catastrophic Leave Bank from employee XXXX.

C.6 Approve a request from an Arena Union Elementary employee to draw 177.5 hours from the Catastrophic Leave Bank.

D. Other

~~D.1 Approve the termination of the Statement of Agreement between Point Arena Schools District and Holly Rawlins, Counselor effective March 30, 2017. The District received Holly Rawlins notice of resignation on 15 days prior written notice according to the Statement of Agreement (Pgs. 181-185).~~

Item D.1 was move off the Consent Agenda and placed under Discussion with possible action.

D.2 Approve Point Arena High School's 2017-2018 Master School Calendar (Pg. 186).

D.3 Approve Arena Union Elementary School's 2017-2018 Master School Calendar (Pg. 187).

D.4 Approve Point Arena School's 2018-2019 Master School Calendars (Pg. 188).

D.5 Approve Point Arena School's 2016-2017 Quarterly Report on Williams Uniform Complaints for the Third Quarter – No complaints were filed (Pg. 189).

D.6 Accept the Mendocino County Superintendent of Schools Williams Settlement Legislation Quarterly Report for Point Arena Schools for the 2nd Quarter (October – December). There were no findings reported. (Pgs. 190-194).

D.7 Accept Mendocino County Consolidate Report ending January 31, 2017 (Pgs. 195-203).

D.8 Accept for first read (Pgs. 204-210):

BP 0460, Local Control and Accountability Plan (Reflect New Law)

BP/AR 3260, Fees and Charges (Reflect CDE prohibition against requiring parent/guardian volunteer hours of payment as a condition of student's enrollment or participation in educational activities)

AR 4112.22, Staff Teaching English Learners (Revised definition of English Learners)

E 4112.9/4212.9/4312.9, Employee Notifications (Add notice seeking volunteers to administer opioid antagonist and delete notice seeking volunteers to administer anti-seizure medication)

AR 4161.1/4361.1, Personal Illness/Injury Leave (Add new section on “Additional Leave for Disabled Military Veterans”. Also reflects New Law which clarifies differential pay for parental leave (“baby bonding” leave)).

AR 4261.1, Personal Illness/Injury Leave (Add new section on “Additional Leave for Disabled Military Veterans”. Reflects same new Law as in AR 4161.1/4361.1 regarding differential pay for parental leave).

BP 5111, Admission (Students cannot be denied a free public education on the basis of their citizenship or immigration status, including their status as undocumented children).

BP 5111.1, District Residency (Cannot deny enrollment on basis of citizenship or immigration status and therefore should not request visas, passports, or other documentation that would discourage undocumented children from enrolling in school).

BP/AR 5113, Absences and Excuses (Policy updated requiring a board resolution approving reasonable methods by which students can verify absences due to illness or quarantine. Regulation updated to reflect New Law which provides that a student’s attendance at his/her own naturalization ceremony constitutes as an excused absence).

BP/AR 5141.52, Suicide Prevention (Reflect New Law which mandates districts serving grades 7-12 to adopt policy on suicide prevention, intervention, and postvention by the beginning of 2017-18 school year).

E5145.6, Parental Notifications (Reflect New Laws adding parental notifications related to language acquisition programs).

BP/AR 5148.2, Before/After School Programs (Reflect New Law which pertains to charging a fee for participation in an ASES, 21st CCLC, or ASSETS program, as long as the fee is waived or reduced for low-income families).

BP 6111, School Calendar (Updated to clarify that a district must offer a min. of 175 instructional days per school year until it meets or exceeds its funding target under the LCAP formula).

BP 6117, Year-Round Schedules (Updated to clarify that a year-round school is required to offer a minim. of 175 inst. Days per school year until it meets or exceeds its funding target under the LCAP formula).

BP/AR 6142.2, World/Foreign Language Instruction (Update to reflect New Law which authorizes the establishment of dual-language immersion programs that provide integrated language learning and academic instruction for English learners and native speakers of English).

BP 6144, Controversial Issues (Updated to provide that parents/guardians may be given an opportunity to opt out of instruction on controversial issues).

BP/AR 6174, Education for English Learners (Reflects New Law which authorizes parents/guardians to select a language acquisition program that best suits their child and eliminates the requirement for parents/guardians to request a waiver from the district if they want to enroll their child in a program other than a structured English immersion program).

BP 6176, Weekend/Saturday Classes (Reflect New law which authorizes makeup classes for any type of absence, including excused absences, to be offered during the weekend).

- D.9 Accept the three-year Agreement between Point Arena Schools and Christy White Associates to audit the financial statements of the governmental activities and major funds, which collectively comprise the basic financial statements of Point Arena Schools for the fiscal years ending June 30, 2017(\$14,040), 2018(\$14,390) and 2019 (\$14,752) (Pgs. 211-218).
- D.10 Accept Arena Union Elementary School District’s 2015-2016 Continuing Disclosure Report (Pgs. 219-241).

D.11 Accept Pacific Community Charter School's 2016-2017 Second Interim Budget Report (Pgs. 242-250).

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

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

Section 10: ITEMS FOR NEXT MEETING/NEXT MEETING DATE/ADJOURNMENT

- 10.1 Items for Next Board Meeting
- 10.2 Next Regular Meeting: May 10, 2017
- 10.3 Adjournment

A motion was made by Cione and seconded by Shimon to adjourn at 6:15 PM.

MSC: Cione/Shimon Vote: Student: Yes Board: 7-0-0-0

Approved and entered into the official minutes of the Point Arena Schools on this 10th day of May 2017.

Leslie Bates, Clerk of the Board

Date

Mr. Brent Cushenbery, Secretary of the Board

Date