



**MINUTES
REGULAR MEETING
BOARD OF TRUSTEES
January 11, 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

3:30 PM

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

Section 1:

1.1 Call to Order

3:30 PM

1.2 Roll Call

All Board Members were present. Student Board Member Allen was absent.

1.3 Approval of Agenda

Board President Robinson asked to amend item C.2. The employee will be employed under a Provisional Intern Permit not a Variable Term Waiver.

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

MSC: DeWilder/Bates

Student Board Member: Absent

Board: 7-0-0-0

1.4 Public Comments on items to be heard in Closed Session

There were no 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:

- PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

4:30 PM

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

Section 2:

Board Meeting Minutes – January 11, 2017

2.1 Call to Order

Board Member Allen Joined the Meeting.

4:30 PM

2.2 Pledge of Allegiance to the Flag

2.3 Report any agenda changes previously approved under Item 1.3

Board President Robinson announced item C.2 was amended. The employee listed in C.2 will be employed under a Provisional Intern Permit not a Variable Term Waiver.

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

Board President Robinson reminded the Board and Community that personnel matters are confidential and the Board can't discuss them.

Board President Robinson announced the Board of Trustees unanimously directed the Superintendent to take action concerning an employee.

Board President Robinson announced the Board of Trustees unanimously voted to non-reelect a probationary certificated employee.

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).

Ryan Murphy, a parent spoke in regards to the safety of students at Point Arena High School.

Section 4: PUBLIC COMMENT REGARDING OPEN SESSION ITEMS ON THE AGENDA

Board Meeting Minutes – January 11, 2017

- 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.

No comments.

Section 5: RECOGNITION

- 5.1 Honoring Bill Stokem for his years of service to the District working as a Maintenance Worker. Mr. Stokem will be retiring February 10, 2017.

Superintendent Cushenbery and Board President Robinson presented Bill Stokem with a certificate of appreciation for the years of dedicated service to the district, staff and students.

The Board recessed at 4:45 PM to enjoy cake and coffee in honor of Bill Stokem's upcoming retirement.

The Board reconvened at 5:02 PM to the meeting.

Section 6: DISCUSSION WITH POSSIBLE ACTION

- 6.1 **Discussion with possible action:** Consideration to approve the Public Disclosure of Collective Bargaining Agreement for; Point Arena High School Teachers Association (PAHSTA) and Arena Union Teachers Organization (AUTO) for the 2016-2017 school year (Pgs. 1-35).

A motion was made by Shimon and seconded by DeWilder to approve the Public Disclosure of Collective Bargaining Agreement for; Point Arena High School Teachers Association (PAHSTA) and Arena Union Teachers Organization (AUTO) for the 2016-2017 school year.

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

- 6.2 **Discussion with possible action:** Consideration to approve the Tentative Agreement between the Point Arena High School Teachers Association (PAHSTA) and Point Arena Joint Union High School District (Pgs. 36-37).

Board Member DeWilder motioned to approve the Tentative Agreement between the Point Arena High School Teachers Association (PAHSTA) and Point Arena Joint Union High School District, subject to the Superintendent coming to the Board in one week with specific actions he would take to balance the budget. The motion died for a lack of a second.

A motion was made by Shimon and seconded by Cione to approve the Tentative Agreement between the Point Arena High School Teachers Association (PAHSTA) and Point Arena Joint Union High School District.

Board Member DeWilder stated he would think the Board would want to know how the budget would be balanced prior to taking action.

Board Member Shimon stated he was disappointed in the Bargaining Unions for not waiting until the funding at P-I came through before looking at raises as they stated they would.

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

- 6.3 **Discussion with possible action:** Consideration to approve the Tentative Agreement between the Arena Union Teachers Organization (AUTO) and Arena Union Elementary School District (Pgs. 38-39).

A motion was made by Shimon and seconded by DeWilder to approve the Tentative Agreement between the Arena Union Teachers Organization (AUTO) and Arena Union Elementary School District.

MSC: Shimon/DeWilder

Vote: Student Board Member: Yes

Board: 6-1-0-0 (Board Member DeWilder voted no)

Section 7: DISCUSSION

- 7.1 Change of Election Day of the Governing Board and Requesting the Boards of Supervisor for the County of Mendocino to Authorize Consolidation with the November Election During Even-Numbered Years (Pgs. 40-49).

After a brief discussion the Board agreed to bring this item back to the next board meeting to consider taking action.

Section 8: BRIEF REPORTS

- 8.1 Board of Trustees

The Board and Student Board Members gave brief reports.

- 8.2 Superintendent
- Board Committees/Board Liaison Assignments/Superintendent's Committees (Pg. 50)

Superintendent Cushenbery reviewed the vacant Board Committees/Board Liaison positions as follows:

**ELAC/DELAC, Mr. Shimon volunteered to be on this committee
Boosters, Mr. DeWilder volunteered to be on this committee
Policy: Mr. Gardiner volunteered to be on this committee**

- 8.3 Point Arena High School Principal
- New Tech Network Update

Dr. Cartwright was absent.

- 8.4 Arena Union Elementary Principal

Principal Carson gave a brief report and shared a framework for Native American Curriculum for Arena Union Elementary. He also invited the Board to the first ever Lost and Found Fashion Show.

- 8.5 AUTO

Staff members Jennifer Biglow and Rebekah Willhoit gave the AUTO report.

- 8.6 PAHSTA

No report.

- 8.7 CSEA

No report.

Section 9: CONSENT AGENDA (ACTION ITEM)

- 9.1 A. Minutes

Board Meeting Minutes – January 11, 2017

- A.1 Approve the minutes from the Regular Board of Trustee's meeting held on December 7, 2016 (Pgs. 51-59).
- A.2 Approve the minutes from the Special Board of Trustee's meeting held December 21, 2016 (Pgs. 60-61).
- B. Finances
 - B.1 Approve Point Arena Schools District Commercial Warrant Register number: 0030-0033 in the amount of \$175,789.57 (Pgs. 62-81).
 - B.2 Approve Point Arena Schools Purchase Order Numbers: 170212-170214 in the amount of \$31,369.84 (Pgs. 82-83).
 - B.3 Approve Point Arena Schools District Budget Transfer Transactions: 170135-170148 in the amount of \$539,321.48 (Pgs. 84-87).
 - B.4 Approve Arena Union Elementary School's Student Body Account Balances for the months of October and November 2016 (Pgs. 88-89).
 - B.5 Approve Point Arena High School's Student Body Account Balances for the month of November and December 2016 (Pg. 90-91).
 - B.6 Accept the Mendocino County Investment Report (Aug, Sept, Oct 2016) (Pgs. 92-115).
- C. Personnel
 - C.1 Accept the resignation of Gail Behm, English Teacher for Point Arena High School effective December 16, 2016 (Pg. 116).
 - C.2 Approve the employment of Dana Beer, as English Teacher for Point Arena High School who will be employed on the basis of a ~~Variable Term Waiver~~ **Provisional Internship Permit** for the 2016-2017 school year. **(Corrected)**
 - C.3 Approve the Teacher Consent Form from Allison Barnes to teach ELA which is outside her credential area at Arena Union Elementary for the 2016-2017 school year (Pg. 117).
 - C.4 Approve the Teacher Consent Form from Justin Hughey to teach PE which is outside his credential area at Arena Union Elementary for the 2016-2017 school year (Pg. 118).
 - C.5 Approve the Teacher Consent Form from Michelle Egger to teach ELA which is outside her credential area at Arena Union Elementary for the 2016-2017 school year (Pg. 119).
 - C.6 Approve the Teacher Consent Form from Kai Hamblin to teach Earth Science which is outside his credential area at Point Arena High School for the 2016-2017 school year (Pg. 120).
 - C.7 Approve the Teacher Consent Form from Katharine Bates to teach Math which is outside her credential area at Point Arena High School for the 2016-2017 school year (Pg. 121).
 - C.8 Approve the Teacher Consent Form from Melody Hood to be the Dean of Discipline (Behavior, Culture and Climate Coordinator) which is outside her credential area at Point Arena High School for the 2016-2017 school year (Pg. 122).

- C.9 Approve the Teacher Consent Form from Lillian Ross-McFarland to teach ELD which is outside her credential area at Point Arena High School for the 2016-2017 school year (Pg. 123).
- C.10 Accept the letter of resignation from Kai Hamblin, teacher at Point Arena High School effective June 9, 2017 (Pg. 124).

D. Other

- D.1 Adopt the following policies (Pgs. 125-136):

July Updates:

- BP/AR 0450, Comprehensive Safety Plan (Updated to clarify review date of the plan, deletion of requirement to include hate crime reporting and list of optional plan components).
- BP/AR 0520.2, Title I Program Improvement Schools (E deleted. Updated to reflect the Every Student Succeeds Act).
- BP 0520.3, Title I Program Improvement Districts (AR deleted. Updated to reflect the Every Student Succeeds Act).
- BP/AR 3513.3, Tobacco-Free Schools (Updated to reflect NEW LAW which requires all districts to prohibit tobacco use on school campuses).
- AR 3516.3, Earthquake Emergency Procedure System (Minor revisions to change name of California Emergency Management Agency to the Calif. Governor’s Office of Emergency Services).
- BP/AR 3553, Free and Reduced Price Meals (Deleted reference to sharing free and reduced-price meal records).
- BP 3555, Nutrition Program Compliance (Updated to clarify that CDE and USDA only investigate certain types of complaints).
- BP 4112.2, Certification (Updated to add requirements to notify parents regarding the qualification of their child’s teachers).
- E 4112.9, 4212.9, 4312.9, Employee Notifications (Minor revisions made to delete notification regarding the opportunity to comment and participate when a school is identified for restructuring).
- BP 4113, Assignment (Updated to delete material re: assignment of teachers who meet the qualifications of “highly qualified” teachers).
- AR 4115, Evaluation/Supervision (Minor revision made to delete “highly qualified” language).
- AR 4222, Teacher Aides/Paraprofessionals (Delete material on the qualification and duties of paraprofessional working in Title I funding programs).
- BP/AR 5116.1, Intradistrict Open Enrollment (Updated to delete priority for intradistrict open enrollment for PI schools).
- BP/AR 5121, Grades/Evaluation of Student Achievement (Updated to reflect research-supported best practices).
- BP 5131.62, Tobacco (Updated to reflect NEW LAW).
- AR 6158, Independent Study (Minor revision made to reflect NEW LAW).
- AR 6164.41, Children with Disabilities Enrolled by their parents in Private School (Minor revision made to language).
- BP 6179, Supplemental Instruction (Updated to delete reference to the requirement to provide supplemental education services).

September Updates:

- BP/AR 1312.3, Uniform Complaint Procedures (Updated to reflect programs that must be investigated)
- BP/AR 3230, Federal Grant Funds (NEW. Reflects major requirements for the management of federal grant funds).

BP/AR 3270, Sale and Disposal of Books, Equipment and Supplies (Updated to make minor revision to renumbering of legal cites).
 AR 3440, Inventories (Updated to make minor revision in the renumbering of legal cites).
 AR 3460, Financial Reports and Accountability (Updated to add general language on the need to audit federal grand funds).
 AR 3512, Equipment (Updated to make minor revision in the renumbering of legal cites).
 BP/AR 5145.3, Nondiscrimination/Harassment (Revised to clarify off campus conduct and that the district investigate all allegations of discrimination).
 BP/AR 5145.7, Sexual Harassment (Revised to clarify that the district must investigate every allegation of sexual harassment).

October Updates:

BP 0410, Nondiscrimination in District Programs and Activities (Updated to reflect NEW LAW which prohibits use of any racially derogatory or discriminatory school or athletic team name, mascot, or nickname).
 BP 0420.41, Charter School Oversight (Updated to reflect the district implement other means of fulfilling its oversight responsibilities).
 BP 4151, 4251, 4351, Employee Compensation (Add new section on “Overtime Compensation” and to reflect NEW FEDERAL REG which adjusts the salary level at which employees become eligible to receive overtime pay).
 AR 4157.1, 4257.1, 4357.1, Work-Related Injuries (BP deleted, AR added. Updated to clarify notification requirements).
 AR 5125.3, Challenging Student Records (Reorganized and updated to reflect requirements to notify a parent/guardian when the Superintendent corrects or removes a student record following an appeal).
 AR 5148.3, Preschool/Early Childhood Education (Updated to reflect NEW LAW which requires employees and volunteers to be immunized).
 BP 6142.4, Service Learning/Community Service Classes (Updated to emphasize the academic benefits of service learning or community service classes).
 BP 6142.94, History-Social Science Instruction (Updated to reflect key concepts in the History-Social Science Framework).
 AR 6143, Courses of Study (Updated to add comprehensive sexual health ed. as required course of study for grades 7-12).
 BP/AR/E 6173, Education for Homeless Children (Updated to reflect the Federal McKinney-Vento Homeless Assistance Act).
 BP/AR 6185, Community Day School (Updated to expand material related to program goals).
 E 9323.2, Actions by the Board (Minor revision made in E (1) to add requirement for 2/3 vote of the Board when a K-8 district chooses to establish a community day school).

- D.2 Accept Point Arena School’s Audit Report for the year ending June 2016 (Pg. 137-231).
- D.3 Accept Pacific Community Charter School’s First Interim Report for the 2016-2017 school year (Pgs. 232-240).
- D.4 Approve Point Arena Schools’ Native American Policies and Procedures for the 2016-2017 school year (Pgs. 241-245).
- D.5 Approve first read of revised E 5112.5, Open/Closed Campus (Pgs. 246-247).
- D.6 Accept the 2016-2017 Quarterly Report on Williams Uniform Complaints for Point Arena Schools for the first and second quarters. No complaints were filed (Pgs. 248-249).

D.7 Accept the Williams Settlement Legislation Second Quarterly report for Point Arena Schools (October – December 2016-2017). No review conducted during this quarter (Pgs. 250-254).

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

MSC: DeWilder/Miles Vote: Student Board Member: Yes Board: 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: February 10, 2017
- 10.3 Adjournment

A motion was made by DeWilder and seconded by Cione to adjourn at 5:35 PM.

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

Approved and entered into the official minutes of the Point Arena Schools on this 8th day of February 2017.

Leslie Bates, Clerk of the Board

Date

Mr. Brent Cushenbery, Secretary of the Board

Date