



**MINUTES
REGULAR MEETING
BOARD OF TRUSTEES
December 7, 2016**

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

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

Section 1:

1.1 Call to Order

1.2 Roll Call

Board member Gardiner was absent. Student Board Member was absent.

1.3 Approval of Agenda

A motion was made by Bates and seconded by DeWilder to move Section 5 after Section 6 on the agenda.

MSC: Bates/DeWilder

Student Board Member: Absent

Board: 3-3-0-1

A discussion ensued.

A motion was made by Shimon and seconded by DeWilder to remove Section 5 from the agenda.

MSC: Shimon/DeWilder

Student Board Member: Absent

**Board: 5-1-0-1
(Robinson voted no)**

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 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)

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

- PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Superintendent
- PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

4:30 PM

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

Section 2:

2.1 Call to Order

(Student Board Member joined the Board)

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 Shimon announced the Board took action and agreed to move Section 5 off the agenda.
Board member Robinson voted no.**

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

There was no announcement to report out of 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 Bob Shimon at (707) 884-4126. 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. 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 comments.

Section 5 was removed from the Agenda.

Section 5: ~~Board Recognition~~

~~5.1 Honoring Bob Shimon for his service as Board President.~~

~~5.2 Honoring Cindy Cione for her service as Clerk of the Board.~~

Section 6: Board Reorganization (Action Item)

Superintendent Cushenbery Chaired the meeting.

6.1 Selection of Board President.

Superintendent Cushenbery opened the floor for nominations for Board President. Board Member Miles nominated Board Member Robinson. Board Member DeWilder made the second.

There were no other nominations for Board President.

MSC: Miles/DeWilder Vote: Student: Yes Board: 6-0-0-1

Superintendent Cushenbery administered the Oath of Office to newly elected Board President Robinson.

Board President Robinson chaired the meeting at this time.

6.2 Selection of Clerk of the Board.

Board President Robinson opened the floor for nomination for Clerk of the Board. Board Member DeWilder nominated Board Member Bates. Board Member Miles made the second.

There were no other nominations for Clerk of the Board.

MSC: DeWilder/Miles Vote: Student: Yes Board: 6-0-0-1

6.3 Establish dates for 2017 Board Meetings (Pg. 1).

A motion was made by Cione and seconded by DeWilder to approve the established dates for the 2017 Board Meetings as follows:

January 11, February 8, March 8, April 12, May 10, June 7 & 21, July – No meeting, August 9, September 13, October 11, November 8 and December 6.

MSC: Cione/DeWilder Vote: Student: Yes Board: 6-0-0-1

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6.4 Approval of the 2017 Board Action Calendar (Pgs. 2-6).

A motion was made by DeWilder and seconded by Miles to approve the 2017 Board Action calendar.

MSC: DeWilder/Miles Vote: Student: Yes Board: 6-0-0-1

6.5 Approval of Superintendent Cushenbery as Secretary to the Board.

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

MSC: DeWilder/Cione Vote: Student: Yes Board: 6-0-0-1

6.6 Establish Committee Assignments (Pg. 7).

A motion was made by Shimon and seconded by DeWilder to approve the assignments of the following Committees (Board Members will contact Superintendent Cushenbery if they wish to be added to another Committee):

Board Committees:

Policy: DeWilder

Negotiations: Robinson, Cione

Native American Education Advisory: Shimon

Board Liaison Assignment:

Boosters: No one at this time

Site Council, Arena Elementary: Cione, Alternate, Miles

Site Council, Point Arena High School: Bates, no alternate at this time

Pacific Charter School: Shimon

English Learner Advisory: No one at this time

Superintendent's Committee:

Budget: Bates, DeWilder, Miles

New Technology Network: DeWilder, Miles, Robinson, Alternate, Cione.

MSC: Shimon/DeWilder Vote: Student: Yes Board: 6-0-0-1

Section 7: DISCUSSION WITH POSSIBLE ACTION

7.1 **Discussion with possible action:** Consideration to adopt Point Arena Schools Resolution No. PAS 17-6103, regarding Accounting of Development Fees for 2015-2016 Fiscal Year in the Developer Fees Fund (Pgs. 8-14).

A motion was made by DeWilder and seconded by Bates to adopt Point Arena Schools Resolution No. PAS 17-6103, regarding Accounting of Development Fees for 2015-2016 Fiscal Year in the Developer Fees Fund.

MSC: DeWilder/Bates Vote: Student: yes Board: 6-0-0-1

7.2 **Discussion with possible action:** Consideration to approve First Interim Budget Report and Multi-Year Projection for the 2016-2017 school year (Pgs. 15-152).

A motion was made by DeWilder and seconded by Miles to approve the First Interim Budget Report and Multi-Year Projections for the 2016-2017 school year.

MSC: DeWilder/Miles Vote: Student: Yes Board: 6-0-0-1

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7.3 **Discussion with possible action:** Consideration to approve the Prop. 39 Contracts between Point Arena Joint Union High School, Arena Union Elementary and IES (Pgs. 153-253).

A motion was made by Miles and seconded by DeWilder to approve the Prop. 39 Contracts between Point Arena Joint Union High School/Arena Union Elementary and IES.

MSC: Miles/DeWilder Vote: Student: Yes Board: 6-0-0-1

7.4 **Discussion with possible action:** Consideration to approve Point Arena Joint Union High School District's SAT/ACT job description (Pgs. 254-255).

A motion was made by DeWilder and seconded by Cione to approve Point Arena Joint Union High School District's SAT/ACT job description.

MSC: DeWilder/Cione Vote: Student: Yes Board: 6-0-0-1

7.5 **Discussion with possible action:** Consideration to approve Point Arena Joint Union High School District's College Readiness Block Grant Spending Plan (Pgs. 256-258).

A motion was made by Miles and seconded by DeWilder to approve Point Arena Joint Union High School District's College Readiness Block Grant Spending Plan.

MSC: Miles/DeWilder Vote: Student: yes Board: 6-0-0-1

7.6 **Discussion with possible action:** Consideration to appoint Bill Heitzman as facilitator for the January Board Retreat (Pg. 259).

A motion was made by DeWilder and seconded by Miles to appoint Bill Heitzman as facilitator for the January Board Retreat.

MSC: Miles/DeWilder Vote: Student: yes Board: 6-0-0-1

7.7 **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. 260-291).

Superintendent Cushenbery stated that no action was required at this time, and that this was just a requirement to publically disclose the Collective Bargaining Agreement and the impact it would have on the District.

7.8 **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. 292-293).

Board Member Miles stated he needs to understand the intricacy of the budget before he can make a decision. Board Member DeWilder said he doesn't want to deficit spend and isn't sure where the District is regarding the budget. Board President Robinson stated that it was her understanding the Board is not for or not against approving the Tentative Agreements. The Board would like additional information about the budget that they have not received from their normal sources or through the County Office of Education. Board President Robinson asked to have an outside agency come in and make a detailed review of the District's budget and that it be expedited. Superintendent Cushenbery suggested contacting School Services and ask them for support. Board President Robinson asked that it be done immediately and doesn't want to drag this out longer than January.

7.9 **Discussion with possible action:** Consideration to approve the Tentative Agreement between the Arena Union Teachers Organization (AUTO) and Arena Union Elementary School District (Pgs. 294-295).

Covered under item 7.8.

Section 8: BRIEF REPORTS

8.1 Board of Trustees

Board Member Cione thanked former Board President Shimon for his leadership as Board President.

Board Member Shimon thanked Surf Super Market for their generous donation of all the proceeds for the Winter Celebration.

Board President Robinson thanked Board Member Shimon and thanked all the Board for all that they do as a team.

8.2 Superintendent

Superintendent Cushenbery gave a “shout out” to the staff, support staff and parents for all that they do.

8.3 Point Arena High School Principal

- New Tech Network Update

Principal Cartwright reported that Andrew Biros, who is the New Tech coach met with most teachers and those who he didn’t meet face-to-face, he met with them virtually. The topics they addressed were: adult collaboration, master schedule and pre-work (aligning collaboration time for staff).

Principal Cartwright spoke about the New Tech 2016-2017 goals which include:

- **100% of teachers actively collaborating with at least one other teacher to establish a system of sustainability to support the achievement of New Tech School Success Outcomes.**
- **PBL, PrBL, cross-curricular and community based learning are established practices through all curricular areas by May 2017.**
- **Echo is integrated 100% into all curricular subjects/disciplines by all certificated staff and used by all students and accessed by parents by January 2017.**

Principal Cartwright introduced Lillian Ross-McFarland, Trevor Sanders and Katie Bates who gave a power-point presentation regarding New Tech. They spoke about the importance of having time for staff collaboration, developing relational trust in schools, focus on curriculum/projects as opposed to Echo, using Echo for staff communication and use of surveys. The staff voiced concerns about not having a clear understanding about what the New Tech program should look liked and reached out to the Board for guidance. A discussion ensued. The Board was surprised to hear that all four grade levels have implemented New Tech this school year. The Board agreed to work with the Superintendent to make communications about what they wish to see in the New Tech. program clearer to the staff.

- LCAP Annual Report

Principal Cartwright gave her annual LCAP report.

8.4 Arena Union Elementary Principal

- LCAP Annual Report

Principal Carson gave his annual LCAP report.

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8.5 AUTO

Michele Egger and Amanda Anderson gave the AUTO report.

8.6 PAHSTA

Lillian Ross-McFarland gave the PAHSTA report.

8.7 CSEA

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 November 9, 2016 (Pgs. 296-302).

A.2 Approve the minutes from the Special Board of Trustee's meeting held November 18, 2016 (Pgs. 303-304).

B. Finances

B.1 Approve Point Arena Schools District Commercial Warrant Register number: 0024-0028 in the amount of \$161,696.75 (Pgs. 305-330).

B.2 Approve Point Arena Schools Purchase Order Numbers: 170197-170211 in the amount of \$19,427.26 (Pgs. 331-332).

B.3 Approve Point Arena Schools District Budget Transfer Transactions: 170125-170134 in the amount of \$519,100.32 (Pgs. 333-335).

C. Personnel

C.1 Approve the employment of Bonnie Calkins as Custodian for Point Arena Schools effective November 28, 2016 (Step 5).

C.2 Accept the resignation for retirement of William J. Stokem, Maintenance Worker for Point Arena High School effective February 10, 2017 (Pg. 336).

D. Other

D.1 Adopt the recommendations of the Policy Committee regarding the following policies: E 5141.21, Administering Medication and Monitoring Health Conditions (Pgs. 337-339).

D.2 Approve first read of the following policies (Pgs. 340-351):

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).

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

MSC: DeWilder/Miles Vote: Student: yes Board: 6-0-0-1

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

- 10.1 Items for Next Board Meeting
- 10.2 Next Regular Meeting: TBA
- 10.3 Adjournment

A motion was made by DeWilder and seconded by Cione to adjourn at 6:42 PM.

MSC: DeWilder/Cione Vote: Student: yes Board: 6-0-0-1

Approved and entered into the official minutes of the Point Arena Schools on this 11th day of January 2017.

Leslie Bates, Clerk of the Board

Date

Mr. Brent Cushenbery, Secretary of the Board

Date