



**AGENDA  
REGULAR MEETING  
BOARD OF TRUSTEES  
September 13, 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**

**2:30 PM**

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

**Section 1:**

1.1 Call to Order

1.2 Roll Call

1.3 Approval of Agenda

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

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:

PUBLIC EMPLOYMENT (CSEA EMPLOYEES)

- 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

Ellie Austin and/or Margaret Merchat, District Chief Negotiator

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

Point Arena High School Teachers Association (PAHSTA)

- c. With respect to every item of business to be discussed in closed session pursuant to Government Code Section 54957:

- i. PUBLIC EMPLOYEMENT  
Superintendent

**OPEN SESSION**

**4:30 PM**

**Board Meeting Agenda – September 13, 2017**

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

**Section 2:**

- 2.1 Call to Order
- 2.2 Pledge of Allegiance to the Flag
- 2.3 Report any agenda changes previously approved under Item 1.3
- 2.4 Announcement of reportable action, if any, from Closed Session

**Section 3: PUBLIC COMMENT REGARDING OPEN SESSION ITEMS NOT ON 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).

**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.

**Section 5: Public Hearing**

- 5.1 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 2017-2018 school year.

Open Public Hearing  
Close Public Hearing

**Section 6: DISCUSSION WITH POSSIBLE ACTION**

- 6.1 **Discussion with possible action:** consideration of and possible action to approve Point Arena Schools Unaudited Actuals for the 2017-2018 school year (Pgs. 1-177).
- 6.2 **Discussion with possible action:** consideration of and possible action to approve Contract for Services between Mendocino County Youth Project and Point Arena Schools, for Prevention & Early Intervention (\$16,000) for the 2017-2018 school year (Pg. 178).

**Section 7: DISCUSSION**

- 7.1 LCAP:
  - Arena Union Elementary School - Correspondence from Becky Jeffries and Paul Joens Poulton (Pgs. 179-180)
- 7.2 LCAP/WASC:
  - Point Arena High School - Correspondence from Becky Jeffries and Paul Joens Poulton (Pgs. 181-182)
- 7.3 Budget Update (Business Manager Chin)
- 7.4 Prior Year Attendance Data Review (Pgs. 183-188).

**Section 8: BRIEF REPORTS**

- 8.1 Board of Trustees
- 8.2 Student Board Member Report – ABS Elections
- 8.3 Interim Superintendent
  - Mandatory Sexual Harassment Training for Trustees, Administrative Staff and Directors on September 25, 2017 from 10:00 AM – 12:00 PM in the District Office.
  - Status of Administrative Access to Email Accounts
- 8.4 Arena Union Elementary Principal
  - ESL Update
- 8.5 Point Arena High School Principal
  - ESL Update
- 8.6 AUTO
- 8.7 PAHSTA
- 8.8 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 August 9, 2017 (Pgs. 189-198).
- B. Finances

- B.1 Accept Point Arena Schools Purchase Order Numbers: General Fund: 180085-180118 in the amount of \$8,840.73. Cafeteria Special Revenue:180106 in the amount of \$26.38. Child Development 180091-18017 in the amount of \$5,636.75. Special Reserve-Capital Outlay: 180089 in the amount of \$88,788.00 (Pgs. 199-203).
- B.2 Accept Point Arena Schools Commercial Warrant Registers Batch Numbers: 00060012- in the amount of \$530889.43 (Pgs. 204-226).
- B.3 Accept Point Arena Schools Budget Transfers No. 180041-18101 in the amount of \$2,063,227.20 (Pgs. 227-249).
- B.4 Approval of adding Meg Kailikole as signatory for Point Arena School’s bank account with Redwood Credit Union October 1, 2017 (Warren Galletti, Interim Superintendent, Catharine Chin, Business Manager and Eloisa Oropeza, HR Analyst remain signatories).

C. Personnel

- C.1 Accept the resignation letter from William Ward, Special Education Para (2.0 hrs.) and Regular Education Para (5.25 hrs.) for Arena Union Elementary School, effective August 9, 2017 (Pg. 250).
- C.2 Accept the request to transfer from Anissa Murphy, Regular Education Paraeducator (7.08 hrs.) to Special Education Paraeducator (7.0 hrs.) effective August 18, 2017-September 1, 2017 (Pg. 251).
- C.3 Accept the request to transfer from Anissa Murphy, Special Education (7.0 hrs. see above) to Regular Education Paraeducator (5.25 hrs.) and Special Education Paraeducator (2 hrs.) effective September 5, 2017 (Pg. 252).
- C.4 Accept the resignation letter from Ana Le’a Mathis, Point Arena High School Library Media Technician (5.75 hrs.) effective August 8, 2017 (Pg. 253).
- C.5 Approve the employment of Ann Sanchez, Regular Education Paraeducator (7.08 hrs.) effective August 18, 2017 (Step 5, \$13.21 per hour).
- C.6 Approve the recommendation from Principal Scott Carson to appoint Michelle Egger as Principal Designee at Arena Union Elementary for the 2017-2018 school year (Pg. 254).
- C.7 Approve the recommendation from Principal Blake VandeBunte to appoint Wentrelle McIntosh as Principal Designee at Point Arena High School for the 2017-2018 school year (Pg. 255).
- C.8 Accept the resignation for retirement from Leah Martine, Arena Union Elementary School Teacher effective September 1, 2017 (Pg. 256).
- C.9 Approve the employment of Roy Moua, M.A., P.P.S. Counselor for Arena Union Elementary School District effective September 18, 2017 (AB90/10, \$65,898, plus \$1,000 for a Master’s Degree. 190 Days per year, 8 hours per day).
- C.10 Approve the employment of Janet Tisma, Instruction Specialist Health Technician Special Education at Arena Union Elementary School, effective September 5, 2017 (Step 5, \$15.40, 7.0 hrs. day).

D. Other

- D.1 Approve the MOU between Point Arena Schools and Marcia Lotter to provide “On call” assessments and participate in IEP sessions (Cost NTE: \$8,000) (Pg. 257).
- D.2 Approve the MOU between Point Arena Schools and Kelly Capon to conduct Random Student Drug Testing for the 2017-2018 school year (NTE \$4,000) (Pg. 258).
- D.3 Approve Point Arena Schools 2016-17 Quarterly Report on Williams Uniform Complaints for the fourth quarter (April, May, June 2017) (No complaints reported) (Pg. 259)
- D.4 Approve the request for out-of-state travel from Point Arena High School Principal Blake VandeBunte to attend the NTN Leadership Summit in Cleveland, Ohio on November 1-3, 2017. One other Certificated staff members will also attend (Pg. 260).
- D.5 Adopt the following policies (Pgs. 261-268):

**May Policies (Summary of changes attached):**

BP/AR 1312.3, Uniform Complaint Procedures  
BP 1340, Access to District Records  
BP 2121, Superintendent’s Contract  
BP/AR 3551, Food Service Operations/Cafeteria Plan  
AR 3580, District Records  
BP/AR 4217, 4227, 4327, Temporary Athletic Team Coaches  
BP 4312.1, Contracts  
AR 5145.3, Nondiscrimination/Harassment  
BP 6142.93, Science Instruction  
BP 6145, Extracurricular and Cocurricular Activities  
BP/AR 6145.2, Athletic Competition  
BP/AR 6178.1, Work-Based Learning  
BP 7214, General Obligation Bonds  
BB 9012, Board Member Electronic Communications

**July Policies (Summary of changes attached):**

BP 0000, Vision  
BP 0100, Philosophy  
E 0420.41, Charter School Oversight  
BP 2140, Evaluation of the Superintendent  
AR 4112.2, Certification  
AR 4112.61, 4212.61, 4312.61, Employment References  
BP/E 6161.1, Selection and Evaluation of Instructional Materials  
BP 7212, Mello-Roos Districts  
BB 9121, President  
BB 9220, Governing Board Elections  
BB 9230, Orientation  
BB 9400, Board Self-Evaluation

**Section 9: CORRESPONDENCE**

- 9.1 Correspondence from H. Allan Jacobs dated August 21, 2017 (Pgs. 269-283).

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

- 10.1 Items for Next Board Meeting

10.2 Next Regular Meeting: October 11, 2017

10.3 Adjournment