



## 2018 BOARD ACTION CALENDAR

The Board Action Calendar reflects the dates, places and agenda items anticipated for the 2015 Board of Trustee Meetings.

In addition to the topics listed on the Board Action Calendar each meeting will include the following items:

- Consent Agenda Items
  - Approval of Minutes
  - Approval of Warrants
  - Approval of Purchase Orders
  - Approval of Budget Transfers
  - Approval of Personnel Actions – Hiring, Teacher Consent, Request for LOA’s
- Reports
  - Trustees
  - Superintendent
  - Administrators
  - Unions (AUTO, PAHSTA, CSEA)

### MEETING SCHEDULE

- **Regular Meetings:**  
Will be held on **Wednesday** of each month.
- **Closed Session:**  
Will be held in the District Office (45 Lake St. Point Arena) beginning at 3:30 PM unless posted otherwise.  
  
The Board reserves the right to begin a **Closed Session** prior to, or after the General Open Session.
- **General Open Session:**  
Will be held in the Point Arena High School Library (270 Lake St, Point Arena) beginning at 4:30 PM. Unless posted otherwise.
- **Meeting Dates:**

January 10	April 4	July – No meeting	October 10
February 7	May 9	August 8	November 7
March 7	June 6 & 20	September 12	December 12

# 2018 Board Action Calendar

## JANUARY

<i>Review of Superintendent's Progress towards SAP- Midyear review</i>	<i>Closed Session</i>
<i>Review of Certificated Retirement Options/Negotiations</i>	<i>Closed Session</i>
Proposed New High School/Middle School Courses – First Read	DWPA
Quarterly Investment Report	Consent
Williams Quarterly Complaint Report – 2 <sup>nd</sup> Quarter (Oct, Nov, Dec)	Consent
Prior Year Audit Report	Consent
Policies – Adopt	Consent
Pacific Community Charter School's First Interim Report – Accept	Consent

## FEBRUARY

<i>Review of Evaluations of Probationary Teachers</i>	<i>Closed Session</i>
<i>Review of possible Layoff of Certificated and Classified Employees</i>	<i>Closed Session</i>
<i>Notification of Non-reelect for Probationary Teachers</i>	<i>Closed Session</i>
Resolution for Layoffs (Certificated and Classified)	DWPA
Request for Leaves and Partial Leaves	Consent
Impact Aid Applications	Consent
Quarterly Investment Report	Consent

## MARCH

Receipt of the Initial Proposal for Contract Negotiations with all Unions	Public Hearing
Policies – First Read	DWPA
Resolution for Layoffs – Final (Certificated and Classified)	DWPA
Staywell Health Plan Resolution (Due April 1)	DWPA
Second Interim Budget Report for the current school year	DWPA
Prior Year School Accountability Report Card	Consent
Temporary Athletic Team Coaches certifying the District has met the provisions of Title 5 Calif. Ed. Code, Section 5593 (Due 4/1)	Consent
High School Spring Athletic Schedules	Consent
District School Calendar for the upcoming school year	Consent
Quarterly Investment Report	Consent
Point Arena Schools Master Plan: English Learners Services (2 years: 16-17 & 17-18 (approved every 2 years))	Consent

## APRIL

<i>Review of possible Layoff of Certificated and Classified Employees</i>	<i>Closed Session</i>
<i>Negotiations with Bargaining Units</i>	<i>Closed Session</i>
<i>Supt evaluation due no later than May 1</i>	<i>Closed Session</i>
After School Program Annual Report	Presentation
Student Academic Performance Progress Towards District Goals	Presentation
Annual Review of Special Education Plan	DWPA
Resolution Day of the Educator	DWPA
Review Pacific Community Charter School's MOU (Due 5/1)	DWPA

# 2018 Board Action Calendar

Quarterly Investment Report	Consent
Williams Quarterly Complaint Report – 3 <sup>rd</sup> Quarter (Jan, Feb, March)	Consent
Policies – Adopt	Consent

## MAY

<i>Negotiations with Bargaining Units</i>	<i>Closed Session</i>
<i>504/Sp. Ed. Waiver (Deciding which student needs a Waiver)</i>	<i>Closed Session</i>
LCAP Plan (Review and adjustments for upcoming school year) First Read	DWPA
State of the District Report: Strategic Action Plan and reconfirm Supt Objectives	DWPA
30-Day Display for proposed Text Books for the upcoming school year	Consent
Adopt all Salary Schedules for the upcoming school year	Consent
Unused School Site forms	Consent
Summer School/Extension Session Staffing	Consent
Approve 504/Sp. Ed. Waiver	Consent
Quarterly Investment Report	Consent

## JUNE 1<sup>st</sup> Meeting

<i>Confirm Supt Objectives for 2016-2017 – Strategic Action Plan</i>	<i>Closed Session</i>
<i>Review of Principal Performance for Merit Pay</i>	<i>Closed Session</i>
District Goals & Priorities for the upcoming school year – Renew SAP	DWPA
Resolution Appropriating the Ending Balance to a Reserve	DWPA
Resolution Transfer between Funds	DWPA
Resolution Authorizing the Superintendent to Transfer Expenditures between funds for the current school year	DWPA
Resolution Ordering Election for Trustees	DWPA
Declaration of Need for Fully Qualified Educators	DWPA
Adopt Strategic Plan	DWPA
Approve additional days beyond contract (Administration)	DWPA
High School Master Schedule for the upcoming school year	Consent
Quarterly Investment Report	Consent
Fall Athletic Schedules and Coaching Assignment	Consent
Textbook Adoption	Consent
Bell Schedules/Instructional Minutes for the upcoming school year	Consent
Outside Service Contracts for the upcoming school year	Consent
Contract with Legal Consortium for the upcoming school year	Consent
School Improvement/LEA Plan for the upcoming school year	Consent

## JUNE 2<sup>nd</sup> Meeting

Adopt LCAP Revisions for the upcoming school year	DWPA
Adopt Point Arena Schools Common Budget for the upcoming school year	DWPA

# 2018 Board Action Calendar

## JULY

<b>NO MEETING IN JULY</b>	
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## AUGUST

Budget Update	Under Superintendent Report
Report on Summer School/Extended Session	Principal's Report
Review plans for the Staff Welcome Back Breakfast	DWPA
Policies – First Read	DWPA
Quarterly Investment Report	Consent
Williams Quarterly Complaint Report – 4 <sup>th</sup> Quarter (April, May, June)	Consent
Submission of Consolidated Application for Categorical Aide Programs And Authorize Superintendent to submit any necessary or required changes Or amendments	Consent
Consolidated Application for the upcoming school year	Consent
BP/AR 6020, Parent Involvement	Consent
BP/AR 1261, Impact Aid Program	Consent
Native American Policies & Procedures Update	Consent

## SEPTEMBER

Opening School Reports	Reports
Public Review (within 45 days of Governor signing) of any substantial Revisions made to the District Budget	Public Hearing
Public Hearing affording the public an opportunity to comment on the Sufficiency of Instructional Materials	Public Hearing
Student Academic Performance State Testing – review of prior year(s)	Presentation
Prior Year Attendance Data Review	Presentation
Resolution revising Prior Year General Fund Budget based on State Adoption	DWPA
List of Certificated and Classified Staff	Consent
Policies – Adopt	Consent

## OCTOBER

<i>Review of Principal's Goals</i>	<i>Closed Session</i>
Prior year Suspension/Expulsion Report	Report
Budget Update	Under Superintendent's Report
Resolution affirming that all students have sufficient textbooks or instructional materials, or both, in each subject that are consistent with the content and cycles of the curriculum framework – Adoption	DWPA
District Unaudited Actuals for the Prior School Year	DWPA
Winter Athletic Schedules	Consent
Quarterly Investment Reports	Consent
Williams Quarterly Complaint Report – 1 <sup>st</sup> Quarter (July, Aug, Sept)	Consent

# 2018 Board Action Calendar

Administrative/Teacher Ratio Calculation, form R-2 (due for Audits)	Consent
Inter-District Transfer of Students	Consent

## NOVEMBER

Public Hearing on Federal Impact Aid Budget	Public Hearing
Student Academic Performance Progress toward District Goals	Presentation
Set date for Annual Reorganizational Meeting of Governing Board	DWPA
Pacific Community Charter School's Annual Risk Management Report	Consent
Pacific Community Charter School's Annual Audit Report – Accept	Consent

## DECEMBER

Review of all Non-Tenured Certificated Assignments	Closed Session
Swearing in of newly elected Board Members	Presentation
Nominations for Board President and Clerk of the Board	Action
Establish Board Meeting Dates	Action
Approval of the Superintendent Appointed Committees and Board Liaison Assignments	Action
Approval of the Board Action Calendar for the upcoming year	Action
Appoint the Superintendent as Secretary to the Board	Action
LCAP Mid-Year Progress Report	Principal Report
Policies – First Read	DWPA
Resolution Annual Accounting Report for Developer Fees	DWPA
First Interim Budget Report and Multi-Year Projection for the current year	DWPA