



**MINUTES  
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

**2:30 PM**

1.2 Roll Call

**All Board present**

1.3 Approval of Agenda

**A motion was made by DeWilder and seconded by Miles to approve the agenda as presented.**

**MSC: DeWilder/Miles**

**Student Board Member: Not yet seated**

**Board Vote: 7-0-0-0**

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**

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

**Section 2:**

2.1 Call to Order

**5:00 PM**

2.2 Pledge of Allegiance to the Flag

2.3 Report any agenda changes previously approved under Item 1.3

**There were no agenda changes.**

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

**Board President Robinson announced under 1.5 “a” no factual basis exists to sustain the grievance. The vote was unanimous. She also announced that 1.5 “b” and “c” are continued to the October 11, 2017 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).

**Bernadette Smith parent, spoke about students who have ingested poisonous plants and what preventative measures are being taken to education the students about the harm of the plants.**

**Allan Jacobs community member, stated he would be requesting an item be placed on the next agenda.**

**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.

**Allan Jacobs community member spoke regarding item 5.1, public hearing regarding the Sufficiency of Instructional Materials.**

**Allan Jacobs community member spoke regarding his questions he previously submitted to the Board.**

**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: **5:15 PM**

**No comments**

Close Public Hearing: **5:16 PM**

**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).

**A motion was made by DeWilder and seconded by Miles to approve Point Arena Schools Unaudited Actuals for the 2017-2018 school year.**

**MSC: DeWilder/Miles Student Board Member: Not yet seated Board Vote: 7-0-0-0**

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).

**A motion was made by DeWilder and seconded by Cione 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.**

**MSC: DeWilder/Cione Student Board Member: Not yet seated Board Vote: 7-0-0-0**

**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)

**Interim Superintendent reported that the LCAP's are moving along. The high school is in compliance. Mr. Galletti reported that there will be Stakeholder Meetings on September 19, 2017 and that the Board will need to hold a Special Board Meeting for a Public Hearing on Monday September 25, 2017 at 1:00 PM. The second Special Board meeting will be held on October 2, 2017 at 11:30 AM to adopt the LCAPs.**

7.3 Budget Update (Business Manager Chin)

**Business Manager Chin gave a Budget Update.**

7.4 Prior Year Attendance Data Review (Pgs. 183-188).

**Business Manager Chin gave a power point presentation on the Prior Year Attendance Data.**

**Section 8: BRIEF REPORTS**

8.1 Board of Trustees

**Board members gave brief reports about activities they attended throughout the month.**

8.2 Student Board Member Report – ABS Elections

**Not yet seated.**

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

**Interim Superintendent Galletti announced that Steve Turner from MCOE will be on site September 25, 2017 to conduct a Williams Facilities visit.**

**Interim Superintendent Galletti said he attended the dedication of the Arena Union Elementary School Library.**

**Finally, Interim Superintendent Galletti said he worked with Howard Cole regarding allowing only the Site Administrators to have access to the AUES Family and PAUHS email accounts.**

8.4 Arena Union Elementary Principal

- ESL Update

**Arena Principal Carson reported that scores in both the CELDT and the CAASPP for English Language Learners (ELL) students have been on the decline for the past few years at AUES. He stated that part of the reason for the decline is the increase difficulty of the CAASPP assessment. Principal Carson stated that this school year they are beginning to remodel the classroom to increase both student collaboration and autonomy.**

**Principal Carson addressed Goals 1 and 2 from the LCAP stating that this year Goal 1 Math, is to purchase instructional math materials to supplement the current curriculum to encourage students to work in groups and provide more games.**

**Goal 2, ELA. Teachers will identify students who are below proficiency in ELA and to address areas of need with their students.**

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

- 8.5 Point Arena High School Principal
- ESL Update

**Principal VandeBunte announced that Estelle Burkhardt is the new Student Board Member and will join the Board at the next Board Meeting.**

**Principal VandeBunte stated that his staff are practicing in groups, differentiating and integrating content to help support ESL students. Lillian Ross-McFarland will have an ELD period so students can come to her class and work or she'll push in and provide support in other classes. Ms. Ross-McFarland is supporting the transition from CELDT to ELPAC (English Language Proficiency Assessment). Other supports include ordering Spanish versions of textbooks, Read 180 Program supporting students in reading, Translators attending meetings and working with Maria Servin to plan for ELAC meetings this Fall.**

**Principal VandeBunte gave an NTN update stating that his staff is goal oriented and dedicated to the students at Point Arena High School.**

**Principal VandeBunte and Principal Carson are working collaboratively on a SUMS grant.**

**Principal VandeBunte spoke about an area of focus which involved a credit recovery program that is much needed. He stated there are 6-10 students in need of a more intense credit recovery program than currently being offered.**

- 8.6 AUTO

**Staff member Scott Fraser gave the AUTO report.**

- 8.7 PAHSTA

**Staff member Maria Elena Biaggi gave the PAHSTA report.**

- 8.8 CSEA

**There was no CSEA 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 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

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

**MSC: DeWilder/Miles**

**Student Board Member: Not yet seated**

**Board Vote: 7-0-0-0**

**Section 9: CORRESPONDENCE**

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

**Interim Superintendent Galletti informed Mr. Jacobs that at this time neither the Site Administrator nor the Board would be able to answer his questions. He invited Mr. Jacobs to attend the Stakeholders Meetings to find out what more about the NTN program.**

**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

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

**A motion was made by DeWilder and seconded by Miles to adjourn at 6:07 PM**

**MSC: DeWilder/Miles                      Student Board Member: Not yet seated                      Board Vote: 7-0-0-0**

**\*\*\*\*\*  
Approved and entered into the official minutes of the Point Arena Schools on this 11<sup>th</sup> day of October 2017.**

\_\_\_\_\_  
**Leslie Bates, Clerk of the Board**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Mr. Warren Galletti, Secretary of the Board**

\_\_\_\_\_  
**Date**