



**MINUTES  
REGULAR MEETING  
BOARD OF TRUSTEES  
October 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**

**Point Arena Schools 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 was not yet seated.**

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

**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  
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)

- b. 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

**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 there were no changes made to the agenda.**

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

**There were no announcements of reportable action from closed session.**

2.5 Swearing in of the Point Arena High School Student Board Member – Estelle Burkhardt.

**Interim Superintendent Galletti swore in Student Board Member Ms. Estelle Burkhardt.**

**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).

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No comments were made.

**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 shared his opinion that there were several egregious failures regarding item 5.1.

Allan Jacobs also spoke regarding item 6.3, 6.4 and spoke regarding the September 13, 2017 minutes stating his comments were not included in the minutes.

**Section 5: DISCUSSION WITH POSSIBLE ACTION**

5.1 **Discussion with possible action:** consideration of and possible action to adopt Point Arena Schools Resolution No. PAS-18-6100 regarding Sufficiency of Instructional Materials for the 2017-2018 school year (Pgs. 1-5).

A motion was made by DeWilder and seconded by Miles to adopt Point Arena Schools Resolution No. PAS-18-6100 regarding Sufficiency of Instructional Materials for the 2017-2018 school year.

MSC: DeWilder/Miles                      Student Board Member: Abstained                      Board Vote: 7-0-0-0

5.2 **Discussion with possible action:** consideration of and possible action to approve the Point Arena High School Teacher’s Association Public Disclosure of Collective Bargaining Agreement for 2017-2018 School Year (Pgs. 6-18).

A motion was made by Miles and seconded by DeWilder to approve the Point Arena High School Teacher’s Association Public Disclosure of Collective Bargaining Agreement for 2017-2018 School Year.

MSC: Miles/DeWilder                      Student Board Member: Abstained                      Board Vote: 7-0-0-0

5.3 **Discussion with possible action:** consideration of and possible action to approve the Staff Appreciation Dinner in December 2017.

A motion was made by DeWilder and seconded by Cione to approve the Staff Appreciation Dinner in December 2017.

Board Member Cione stated that staff at the high school and elementary said December 8<sup>th</sup> was best.

Board Member DeWilder amended his motion to reflect that the Staff Appreciation Dinner will be held on December 8, 2017 from 4:00 – 6:00 PM in the Auditorium at the High School. Board member Cione seconded.

MSC: DeWilder/Cione                      Student Board Member: Abstained                      Board Vote: 7-0-0-0

**Section 6: DISCUSSION**

6.1 LCAP:  
• Arena Union Elementary School

6.2 LCAP/WASC:  
• Point Arena High School

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**Interim Superintendent Galletti talked about how the LCAP is tied to WASC.**

- 6.3 The implementation of South Coast Continuation High School's new program that will support students in need of behavioral and/or academic supports (Pgs. 19-25).

**Point Arena High School Principal VandeBunte spoke regarding creating a program that would support students in need of behavioral and/or academic supports. He stated that he would like to create as many paths as possible and that currently he has approximately 5-7 Junior and Seniors who would benefit from this program.**

- 6.4 Create an Assistant Principal/Counselor position at Point Arena High School (Pgs. 26-27).

**Point Arena High School Principal VandeBunte stated that if there were a position such as a Principal/Counselor at Point Arena High School that it would benefit the students and we would pull in a wider group of applicants. He stated this person would help with discipline. After a brief discussion it was suggested the position be titled "Dean/Counselor".**

## **Section 7: BRIEF REPORTS**

- 7.1 Board of Trustees

**Board members gave brief reports about their involvement during the month.**

- 7.2 Student Board Member Report

**Student Board Member Burkhardt reported that ASB is getting ready for Homecoming which is on October 21, 2017. She reported that all proceeds will go to help those who lost their homes in the fires.**

- 7.3 Interim Superintendent

**Interim Superintendent Galletti welcomed Student Board Member Estelle Burkhardt. He also spoke about the Safety/Emergency Preparedness Plan and how it must be the priority of the sites to review the plan and make sure staff are assigned duties in case of an emergency.**

- 7.4 Arena Union Elementary Principal
- Site Room Analysis

**Principal Carson reported that Annan Paterson applied for a grant titled "Middle School Matters", which is based on the "Dream It, Be It" program. Principal Carson said on October 19, 2017 the Whole State of California will participate in the Great Shake-Out. His staff will also participate in the Great Shake-Out. He has been working with staff regarding the Safety Plan and has assigned duties to staff in case of an emergency.**

**Principal Carson handed out his Room Use Analysis and stated that rooms 13, 14 and 15 need to be replaced.**

- 7.5 Point Arena High School Principal
- Site Room Analysis

**Principal VandeBunte informed the Board that he send his Room Site Analysis to them via email.**

**Principal VandeBunte informed the Board that he met with staff and they worked on updating their emergency assignment role and will participate in the Great Shakeout on October 19, 2017 as well. He also reported that he met with Annan Paterson regarding "Career Paths Portal". Principal VandeBunte reported that 20 students took the PSAT. Point Arena High School submitted nine (9) RCEF (Redwood Coast Education Foundation) grants.**

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7.6 AUTO

**AUTO Member, Michelle Egger made the AUTO report.**

7.7 PAHSTA

**PAHSTA, Lauren Jones made the PAHSTA report.**

7.8 CSEA

**No Report.**

**Section 8: CONSENT AGENDA (ACTION ITEM)**

8.1 A. Minutes

- A.1 Approve the minutes from the Regular Board of Trustee's meeting held on September 13, 2017 (Pgs. 28-35).
- A.2 Approve the minutes from the Special Board of Trustee's meeting held on September 25, 2017 (Pgs. 36-37).
- A.3 Approve the minutes from the Special Board of Trustee's meeting held on October 2, 2017 (Pgs. 38-39).

B. Finances

- B.1 Accept Point Arena Schools Purchase Order Numbers: General Fund: 180119-180137 in the amount of \$14,059.74 (Pgs. 40-41).
- B.2 Accept Point Arena Schools Commercial Warrant Registers Batch Numbers: 0014-0017 in the amount of \$126,514.74 (Pgs. 42-55).
- B.3 Accept Point Arena Schools Budget Transfers No. 18103-180117 in the amount of \$560,939.28 (Pgs. 56-62).
- B.4 Approve the Point Arena High School Student Body Report for the month of August 2017 (Pg. 63).
- B.5 Approve the Arena Union Elementary Student Body Report for the months of July, August and September 2017 (Pg. 64-68).

C. Personnel

- C.1 Approve the recommendation for employment of Salvador Martinez as Library Media Technician for Point Arena High School, effective September 25, 2017 (Step 1, \$13.05).
- C.2 Approve the recommendation for employment of Aaron Mendez as Custodian for Point Arena Schools District effective September 25, 2017 (Step 3 \$13.84 per hr.).
- C.3 Approve the recommendation for employment of Andrea Mazza, PE Teacher for Arena Union Elementary and Point Arena High School, effective October 2, 2017 (AB30/3 \$46,338).

- C.4 Approve the recommendation for employment of Jan Henley, Temporary Art Teacher (.320 FTE) for Arena Union Elementary School, effective August 31, 2017 for the 2017-2018 school year only (AB90/11 \$19,553.92).
- C.5 Approve the Teacher Consent form from Christin Allen to teach PE which is outside her credential area at Arena Union Elementary School for the 2017-2018 school year (Pg. 69).
- C.6 Approve the Teacher Consent form from Laura Garner to teach Math which is outside her credential area, at Arena Union Elementary School for the 2017-2018 school year (Pg. 70).
- C.7 Approve the Teacher Consent Form from Allison Barnes to teach ELA which is outside her credential area, at Arena Union Elementary School for the 2017-2018 school year (Pg. 71).
- C.8 Approve the Teacher Consent Form from Michelle Egger to teach ELA which is outside her credential area, at Arena Union Elementary School for the 2017-2018 school year (Pg. 72) **CORRECTED.**
- C.9 Approve the Teacher Consent Form from Justin Hughey to teach PE which is outside his credential area, at Arena Union Elementary School for the 2017-2018 school year (Pg. 72 73) **CORRECTED.**
- C.10 Approve the Teacher Consent Form from Katie Bates to teach Math which is outside her credential area, at Point Arena High School for the 2017-2018 school year (Pg. 73 74) **CORRECTED.**
- C.11 Approve the Teacher Consent Form from Jared Crowley to teach Math which is outside his credential area, at Point Arena High School for the 2017-2018 school year (Pg. 74-75) **CORRECTED.**
- C.12 Approve the Teacher Consent Form from Beverly Battaglia to teach Independent Study which is outside her credential area, at Point Arena High School for the 2017-2018 school year (Pg. 75 76) **CORRECTED.**

D. Other

- D.1 Accept Pacific Community Charter School's Unaudited Actuals from July 1, 2016 – June 30, 2017 (Pgs. 76 77-83) **CORRECTED.**
- D.2 Accept Point Arena School District's 2017-2018 Administrative/Teacher Ratio Calculation Form R-2 (Pgs. 77-83 84-92) **CORRECTED.**
- D.3 Accept the MOU for instructional support service trainings between Sacramento County Office of Education and Arena Union Elementary School, processed without prior district approval (Cost: MOU, \$5,600, additional Expenses \$620.42 )(Pgs. 93-104).
- D.4 Accept Point Arena Schools prior year Suspension/Expulsion Report (Pgs. 105-106).
- D.5 Accept Point Arena High School's Winter Athletic Schedules (Pgs. 107-108).
- D.6 Accept the Inter-District Transfer of Students Report (Pgs. 109).
- D.7 Accept the 2017-18 Williams Quarterly Report on Williams Uniform Complaints for the first quarter (July, August, September), no complaints were filed (Pg. 110).

- D.8 Ratify Point Arena High School Teacher’s Association Negotiations Article 1, Agreement, Article 10, Working Conditions, Article, 13, Assignments, Transfers and Vacancies, Article 15, Teacher Leadership, Article 16, Public Allegations, Article 17.8, Hazardous Road Conditions and MOU regarding benefits (Pgs. 111-121).
- D.9 Approve the MOU between Mendocino County Office of Education and Point Arena Schools District to provide Business Manager Services during the leave of the District’s Business Manager (October 1, 2017-December 31, 2017) (\$632.48 per day, NTE \$30,360) (Pgs. 122-123).

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

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

**Section 9:                      PERSONNEL UPDATES**

- 9.1 Douglas Burkey, Special Education Paraeducator for Point Arena High School resigned effective September 7, 2017.
- 9.2 Erika Hansen, Point Arena High School Art/Science Teacher resigned effective October 6, 2017.
- 9.3 Wentrell McIntosh, Point Arena High School Counselor resigned effective December 22, 2017.
- 9.4 Janet Tishma transferred from Paraeducator Instruction Specialist Health Tech. SPED to Paraeducator Special Education effective October 6, 2017.

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

- 10.1 Items for Next Board Meeting
- 10.2 Next Regular Meeting: November 8, 2017
- 10.3 Adjournment

**A motion was made by DeWilder and seconded by Cione to adjourn at 6:08 PM**

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

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**Approved and entered into the official minutes of the Point Arena Schools on this 8<sup>th</sup> day of November 2017.**

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

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

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

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