

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES  
MILLER CREEK SCHOOL DISTRICT**

June 23, 2020

This meeting is being held pursuant to Executive Order N-25-20 issued by California Governor Gavin Newsom on March 12, 2020. Any or all board members may attend the meeting by phone.

Closed Session 6:00 Open Session 6:15p.m. Public Comment was gathered via email at [pubcomms@millercreeksd.org](mailto:pubcomms@millercreeksd.org).

**Attendance**

**Trustees**

Alissa Chacko

Brooks Nguyen

Megan Hutchinson

Brad Honsberger

Mark Schott

**Absent**

None

**Administrators**

Ms. Rebecca Rosales – Superintendent MCOE

Ms. Kristy Treewater – Assistant Superintendent

Erik Lee – Chief Business Official

Ms. Tenisha Tate – Principal Miller Creek Middle

Mr. Derek Lecy – Asst. Principal Miller Creek Middle

Mr. Will Anderson – Principal Lucas Valley Elementary

Ms. Elizabeth Foehr – Principal Vallecito Elementary

Mr. Bjorn Remmers – Principal Mary E. Silveira Elementary

Ms. Kelly Glossop – Technology Coach for all school sites

**Others Present**

Dr. Walt Buster

Ms. Terri Ryland

Briana Mullen – CSBA Policy Manual Consultant

**Call to Order**

Board President Ms. Chacko called the meeting to order at 6:00pm

Attendance was taken via Roll call

Ms. Chacko

Ms. Nguyen

Ms. Hutchinson

Mr. Schott

Mr. Honsberger

**Approval of the Closed Session Agenda**

On a motion by Mr. Honsberger, seconded by Ms. Nguyen, the board approved the closed session agenda.

**Public Comment on Items in the Closed Session Agenda**

None received

**With Respect to Every Item of Business Discussed in Closed Session: PUBLIC EMPLOYEE DISCIPLINE/RELEASE: Government Section 54957****Reconvene to Open Session**

The Board Reconvened to open session at 6:18pm

Ms. Chacko reads meeting protocols.

**Patriotic Salute**

A recitation of the Pledge of Allegiance was said.

**Announcement of any Reportable Action Taken in Closed Session**

The board voted to release .4 FTE certificated Temporary employee with a vote of 5:0

**Approval of the Open Session Agenda**

On a motion by Mr. Honsberger, seconded by Ms. Hutchinson, the Trustees approved the open session agenda.

Roll call

Ms. Chacko: Aye

Ms. Nguyen: Aye

Ms. Hutchinson: Aye

Mr. Schott: Aye

Mr. Honsberger: Aye

**Public Comment on the Open Agenda**

Speaker #1 The district's policies affirm its stance as an antiracist school district. It's time to train staff and students. The speaker is in favor of adopting the CSBA policies including the policy on equity.

Speaker #2: Would like the board to adopt all of the CSBA policies including the anti-discrimination policy for students and teachers.

Speaker #3: In favor of adopting all policies including the anti-discrimination policy for students and teachers.

Speaker #4 is an educator and she is concerned about the direction regarding the opening of school. She is concerned about the dangers of Covid. She is concerned about her family and their health. She doesn't feel safe.

Speaker #5 is concerned about the health and safety of staff. She is concerned that we are moving too quickly into the next phase of opening schools. She would like to continue in distance learning until things are 100% safe.

Speaker #6 is an educator who is concerned that the district is rushing into reopening schools. She expressed her concern that teachers will become custodians and school nurses.

Speaker #7 is an educator who says that she is terrified. She is concerned for her family and parents with health conditions. The guidelines make her feel unsafe and not protected. She asks that we listen to the educators.

Speaker #8 is a parent who prefers to continue in remote learning. She says that reopening is irresponsible and county guidelines don't do enough to protect students. She will not be sending her child back to school.

Speaker #9 is an educator who says that children can contract the disease and spread it. He doesn't think that MCOE or MCSD has created a forum to listen to educators.

Speaker #10 says that teachers are calling out for help.

### **Miller Creek Educators Association Report**

Ms. Costello, MCEA president, shared the Miller Creek Educators Association Report with the board. Ms. Costello stated that teachers are scared and terrified. She does not believe the teachers have the tools they need to teach during a pandemic. All teachers want to come back but not at the expense of their own health and safety.

The board expresses concern over the changes to the county plans. The ask to have the survey for parents and staff redone.

Ms. Costello says that she would support repolling educators and families regarding new guidelines.

### **Consent Agenda**

Approved Minutes from 6-9-2020

Classified Staff Changes: Resignations, Retirements and New Hires

Certificated Staff Changes: Resignations, Retirements and New Hires

Agreements/Contracts for 2020/21

With a motion by Mr. Schott, seconded by Mr. Honsberger the board approved the consent agenda via roll call vote 5:0.

Ms. Chacko: Aye

Ms. Nguyen: Aye

Ms. Hutchinson: Aye

Mr. Schott: Aye

Mr. Honsberger: Aye

**Discussion and Possible Action: Rescind Current Policy Manual and Adopt New Policy Manual**

Ms. Rosales introduced Briana Mullen CSBA policy manual consultant to the board. Ms. Mullen explained that she had conducted a policy workshop with the district October of 2019. During the workshop the district conducted a comprehensive review of CSBA's policy manual. The current policy manual consists of 670 policies that have the latest legal updates and CSBA's best practices. CSBA has a team of people that keeps track of all state laws that are relevant to education. Ms. Chacko and Ms. Nguyen participated in the policy reviews with district staff. Ms. Mullen explained that it is best to adopt the policies as they are because in their present form they are completely compliant with state law.

Ms. Hutchinson thanks Ms. Mullen for supporting the district through the process of reviewing our policies. She likes the idea of global adoption. Ms. Hutchinson asks how the district will be keeping up with the new policies and policy adjustments as they come out.

Ms. Mullen says that updates and new policies are added quarterly. Some boards create a subcommittee to review them as they become available. Then they bring the reviewed policies to the board meetings once per quarter.

Ms. Chacko says she and Ms. Nguyen invested a lot of time and effort in reviewing the policies with the district staff during the workshop. She says that she found most policies were code specific and track California state law. To the extent the policies are tailorable we can get CSBA's recommendations. The support from CSBA was great.

Ms. Mullen says that the staff did a lot of work on the policies. CSBA is mindful of not putting more in the policies than needs to be in them. Your district CSBA subscription allows for consulting hours should you have any questions. We do provide guide sheets with the policies that help you to understand time lines and critical issues that the policies are addressing.

Ms. Rosales added that she had found that using the quarterly updates provided by CSBA was a smooth process. It identified changes and updates.

With a motion from Mr. Schott seconded by Ms. Hutchinson the board rescinds the current policy manual and globally adopts the new CSBA policy manual.

Roll Call

Ms. Chacko: Aye

Ms. Nguyen: Aye

Ms. Hutchinson: Aye

Mr. Schott: Aye

Mr. Honsberger: Aye

Vote: 5-0

### **Informational Update on the Dixie Education Foundation**

Ms. Rosales says that on May 13, 2020 the board of the Dixie Education Foundation voted unanimously to dissolve and distribute the assets to the district. We anticipate this process will take several months. The board will accept the assets and establish a capital projects reserve. Trustee Honsberger and Trustee Chacko attended the May 13<sup>th</sup> meeting if there are any questions about the process.

The board expressed deep appreciation for all the work the DEF has done on behalf of the school district.

Ms. Rosales shares some highlights from the last year with the board.

- July 9<sup>th</sup>, 2019, the board voted to change the name of the school district.
- August 2019, Miller Creek Middle School construction project was completed.
- October 2019, we upgraded our communication plan by making greater use of the parent portal.
- November 2019, we internally hosted a very successful professional development.
- December 2019, the district launched a new website giving the school sites and the district site a uniform look and feel.
- January 2020, the board created a set of goals for 2020, called 2020 Vision
- February 2020, the equity committee was launched.
- March 2020, the whole world changed and due to Covid. The district made a quick shift to remote learning.
- April 2020 as we continued to navigate our new reality, we collected community input on how we would do grading.
- May 2020 the district held a caravan reminding us all that we are still a community and we care about each other.
- June 2020 There were remote promotions, concerts and retirement celebrations.

Now we find ourselves nearly at the end of June thinking about what will come next. What comes next can be a moment of innovation as long as we keep our growth mindset. Superintendent Rosales thanks everyone for their commitment and teamwork in the 2019/2020 school year.

The board thanks Ms. Rosales.

### **LCAP Covid-19 Operations Report**

Assistant Superintendent Ms. Treewater presented the Operations Report to the board. The Operations report is designed to capture some of the changes the district has made in response to Covid-19. The report addresses how the district met the specific needs of English Learners, Foster Youth and Low-Income Learners. It also addresses how the district distributed meals throughout the shelter in place to families in need.

With a Motion from Mr. Honsberger, seconded by Ms. Nguyen the board approved the Operations Report.

Roll Call

Ms. Chacko: Aye

Ms. Nguyen: Aye

Ms. Hutchinson: Aye

Mr. Schott: Aye

Mr. Honsberger: Aye

Vote: 5-0

### **Fall 2020 Reopening Schools Update**

Ms. Treewater welcomed Ms. Tate, Ms. Foehr, Mr. Anderson, Mr. Remmers, Mr. Lecy and Ms. Glossop to help share about current plans for the reopening of schools. The results from the recent parent survey were reviewed. All documents that were reviewed are provided as an attachment to the agenda.

Ms. Treewater said that the plans for return to school were prepared with updated guidance from the Marin County Health Department. We want to make sure that things are safe for students and staff. In August we will have a plan that is equitable and safe for all students and staff. We've received a lot of guidance from the County Health Department. They helped us do a walk through of one of our school sites to plan for the modifications that would be necessary for safe instruction.

Ms. Treewater presented the 2020-21 Learning Model Considerations and the guiding principles. The learning models that were presented were a Traditional learning model in which students would be in school 5 days a week with cohorts, and a remote learning model. Ms. Treewater said that the traditional learning model would include cohorts that will not be able to mix.

The board says they would like to see a plan for a hybrid learning model. Ms. Treewater says that she is comfortable coming up with a plan for hybrid instruction.

Ms. Chacko calls for a 5-minute break at 9:55pm

President Chacko resumes the meeting at 10:03pm

### **Annual PAR Report for the 2019/20 School Year**

Mr. Lecy, Asst. Principal at Miller Creek and district PAR panel lead, presented a summary of the district's PAR panel program. Mr. Lecy says we had a great year. He says there were five teachers in the district who participated in the induction program. Out of those five, three were in their second year of the program and were able to clear their credential. Mr. Lecy thanked the teachers who served as support for the teachers in the program.

### **Declaration of Need for Fully Qualified Educators**

Superintendent Rosales says that the state requires educators to have credentials. However, occasionally we have a specialized emergency need. Although Miller Creek School District rarely needs to hire teachers without the proper certification, this requirement must be met in case the need arises. The numbers on the form are typically higher than anticipated just because we need flexibility.

With a motion from Ms. Nguyen, seconded by Mr. Honsberger, the board approved the Declaration of Need for Fully Qualified Educators.

Roll Call

Ms. Chacko: Aye

Ms. Nguyen: Aye

Ms. Hutchinson: Aye

Mr. Schott: Aye

Mr. Honsberger: Aye

Vote: 5-0

**Resolution 2019-20-23: Resolution to 180-day Wait Period Exception**

With a motion by Mr. Schott, seconded by Ms. Nguyen the board approves Resolution 2019-20-23.

Roll Call

Ms. Chacko: Aye

Ms. Nguyen: Aye

Ms. Hutchinson: Aye

Mr. Schott: Aye

Mr. Honsberger: Aye

Vote: 5-0

**Discussion and Possible Action: The 2020/21 Budget**

Ms. Rosales introduced Ms. Terri Ryland the consultant who prepared the budget. Ms. Ryland said that the district would still be a basic aid next year. So many of the things which are happening with the state budget will not impact us because we don't have much state funding. Our proposed budget is based on the most current May revise.

With a motion by Mr. Honsberger, seconded by Ms. Nguyen the board approves the 2020/21 budget.

Roll Call

Ms. Chacko: Aye

Ms. Nguyen: Aye

Ms. Hutchinson: Aye

Mr. Schott: Aye

Mr. Honsberger: Aye

Vote: 5-0

The board thanks Ms. Ryland for all of her hard work. Ms. Ryland says it has been a pleasure working with the district, and Ms. Rosales is an incredible worker.

**Discussion and Possible Action: TAN Resolution 2019-20-21 for 2020-21**

Ms. Ryland explains the during the fiscal year the district may experience periods of a negative cash flow. The majority of our cash is from property taxes with the major disbursements being twice a year. This is a routine resolution. She commended the county for their cooperation and said this is a very proactive step.

With a motion by Ms. Nguyen, seconded by Mr. Honsberger the board approved the TAN resolution 2019-20-21

Roll Call

Ms. Chacko: Aye

Ms. Nguyen: Aye

Ms. Hutchinson: Aye

Mr. Schott: Aye

Mr. Honsberger: Aye

Vote: 5-0

**Public Comment on Items Not on the Agenda**

Speaker #1 said you can not solve a financial problem on the backs of classified employees.

Speaker #2 said she is concerned about masking and would like the district to consider alternatives to all day masking for students.

Speaker #3 said the CSEA does not agree that the district had to lay off classified employees to adjust the language on their current job descriptions. She says the changes could have been done with an MOU. She does not believe the district needed to conduct lay offs to achieve its goals. Negotiations were an option.

**Discussion and Possible Action: Resolution 2019-20-22 Authorization to Sign on Behalf of the Governing Board**

With a motion by Ms. Hutchinson, seconded by Ms. Nguyen the board approved Resolution #2019-20-22.

Roll Call

Ms. Chacko: Aye

Ms. Nguyen: Aye

Ms. Hutchinson: Aye

Mr. Schott: Aye

Mr. Honsberger: Aye

Vote: 5-0



**Reports on Meetings Attended**

Mr. Schott attended football with 72 kids and 6 cohorts. He also attended a citizen's bond oversight committee for San Rafael City Schools.

Ms. Hutchinson said she went to two graduations, Mary Silveira and Lucas Valley. She also attended a webinar between Dr. Willis and labor groups.

Ms. Nguyen went to two graduations.

**Consideration of the Need for the July 14<sup>th</sup> Board meeting and Possible Cancellation of the Meeting**

Ms. Chacko says that this would be a cancellation of our regular meeting and rescheduling it for a special meeting on July 28<sup>th</sup>.

Ms. Rosales says that we should have more up to date information regarding negotiations and we will have survey information by then.

With a motion by Mr. Schott and seconded by Ms. Nguyen the board cancels the July 14<sup>th</sup> meeting and calendars a special July 28<sup>th</sup> meeting.

**Identification of Items for Future Agenda**

-Election Details

-Governance classes

With a motion from Mr. Honsberger, seconded by Ms. Nguyen the board adjourns the meeting at 10:59pm

Respectfully Submitted for Approval By:

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Becky Rosales  
Interim Superintendent  
Miller Creek School District