

**Paso Robles Joint Unified School District  
Regular Meeting of the Board of Trustees  
March 9, 2021**

**MINUTES**

**A. OPENING CEREMONY**

**1. Meeting Protocols Under Covid-19**

The Chair read the meeting protocols. Erin Haley read the same in Spanish.

**2. Attendance/Call to Order**

The meeting was called to order at 5:18 p.m.

Present: Mr. Christopher Arend, Mrs. Dorian Baker, Mr. Chris Bausch, Mr. Lance Gannon, Mr. Tim Gearhart, Mr. Jim Reed, Mr. Nathan Williams

**3. Adopt Agenda**

**B. PUBLIC COMMENT (for Closed Session Items)**

**1. Public Comment on Closed Session Agenda Items - To allow public comment prior to the Board's consideration of any closed session agenda item. Govt Code 54954.3**

There were no requests to address the Board on closed session topics.

**C. CLOSED SESSION - 5:15 P.M.**

The Board adjourned to Closed Session at 5:25 p.m.

**1. Certificated Personnel Actions - Govt Code 54957 - Assignments/Replacements; Varsity Coaches; Resignations/Retirements/Terminations; Position Closures**

A motion passed to approve certificated personnel actions as amended. Motion by Mr. Chris Bausch and a second by Mr. Nathan Williams

**2. Classified Personnel Actions - Govt Code 54957 - Assignments/Replacements; Resignations/Retirements/Terminations; Leaves**

A motion passed to approve classified personnel actions as listed in the attachment. Passed with a motion by Mr. Lance Gannon and a second by Mrs. Dorian Baker.

**3. Conference with Labor Negotiators - Government Code Section 54957.6 - CSEA & PRPE**

The Board conferred with its representatives with regard to labor negotiations with CSEA and PRPE.

**4. Public Employee Discipline/Dismissal/Release - Government Code Section 54957**

The Board considered a matter of employee discipline.

**5. Conference with Legal Counsel: Anticipated Litigation (#2 of cases) - Govt Code 54956.9**

The Board received counsel on two matters of anticipated litigation.

**6. Public Employee Performance Evaluation (Govt Code 54957): Superintendent**

The Board discussed the process it will use to evaluate the Superintendent.

Closed Session ended at 6:06 p.m.

**D. RECONVENE IN OPEN SESSION - 6:00 P.M. APPROXIMATELY**

The Board reconvened in Open Session at 6:11 p.m.

**1. Report on Closed Session Action**

The Clerk reported that Closed Session convened at 5:25 p.m. The Board voted unanimously to approve the certificated personnel actions as amended; and unanimously to approve the classified personnel actions. The Board received an update on negotiations but took no action. The Board received two reports on employee discipline but took no action. The Board received an update on one matter of anticipated litigation but took no action. The Board received a draft form for the superintendent's evaluation and asked the Board President to update the board on his to current goals and bring this back for board approval. Closed session concluded at 6:06 p.m.

**E. SALUTE TO THE FLAG**

The flag salute was led by Trustee

**F. PUBLIC COMMENT**

**1. Comments from the Public**

Public comment was received in support of keeping Georgia Brown Elementary School open from Aquila Corley and Elena Garcia. Shannon Gidcumb spoke to the issue of failing grades and the lack of an on-site athletic trainer. Sandy Adkins requested an appointment with the superintendent.

Written comments were received from Tiffany Cecil, Raleigh Delk, Shannon Gonzales, Pam McMullin, Melissa Moyers, Tricia Olmos, Briandy Valencia, Caitlin Vierra, and Jillian Waters - all opposing the closure of Georgia Brown.

**2. California School Employees Association, Chapter #254**

CSEA did not offer a report for this meeting due to illness.

**3. Paso Robles Public Educators**

Justin Pickard submitted a report for PRPE.

**4. Correspondence Received**

The Board received a letter dated March 4, 2021, from the City of Paso Robles requesting use of school district fields for Paso Robles Youth Sports Council.

**G. PRESENTATIONS/REPORTS**

**1. School/Program Presentation: Winifred Pifer Elementary School**

Principal Megan Guffey presented highlights of programs at Winifred Pifer Elementary School where 434 students enjoy a variety of offerings, including four preschool programs.

**H. ACTION/CONSENT ITEMS**

A motion passed to approve Consent items H1, H2, H4. Motion by Mr. Tim Gearhart and a second by Mr. Chris Bausch.

**1. Approve Purchase Order Listing**

Recommendation: Approve Purchase Orders 211161-211231 in the total amount of \$637,816.90.

**2. Approve Payment Listing**

Recommendation: Approve warrants for accounts payable, batches 98-105, in the total amount of \$1,018,091.05.

**3. Approve Contractor Service Agreement Between Goodfellow Occupational Therapy and Paso Robles Joint Unified School District**

This item was pulled for clarification. A correction was made to the service dates shown in the Quick Summary to read 2/15/21-7/31/22 to match the contract as presented. A motion was adopted to approve a Contractor Service Agreement with Goodfellow Occupational Therapy at a cost not to exceed \$2,000. Motion by Mr. Lance Gannon and a second by Mr. Chris Bausch.

**4. Approve Revisions to the 2020-2021 Instructional Calendar**

Recommendation: Approve the revised Instructional Calendar for 2020-2021.

**I. ACTION/DISCUSSION ITEMS**

**1. Acceptance of Donations**

A motion passed to accept donations. Passed with a motion by Mr. Nathan Williams and a second by Mr. Tim Gearhart.

**2. Approve Board of Trustees' Meeting Minutes**

A motion passed to approve the minutes of the Regular Board Meeting of February 23, 2021. Passed with a motion by Mr. Chris Bausch and a second by Mrs. Dorian Baker.

**3. Approval and Acceptance of Certification of the 2020-21 Second Interim Financial Report**

Brad Pawlowski walked the Board through components of the Second Interim Report, the first positive certification in some time. One-time funds from the CARES Act allowed the district to shift expenditures to that funding source and preserve General Fund resources. Nevertheless, as CARES funding expires, the multi-year projection shows the District will need to be cautious to avoid overspending for ongoing expenses without revenue to cover those costs. By 2022-2023, declining enrollment and revenues will require the district to be cautious and conservative. COLAs expected in the next two years are insufficient to cover the projected ongoing expenditure increases. SB86 should result in additional funding, possibly \$3.5 million; but he cautioned this is again one-time funding.

A motion passed to approve and accept the positive certification of the 2020-21 Second Interim Financial Report. Passed with a motion by Mr. Chris Bausch and a second by Mr. Tim Gearhart.

**4. Approve Change Order No. 2 for the Marie Bauer Project**

A motion passed to approve Change Order No. 2 for the Marie Bauer Project in the amount of \$524,706.09, paid from the IEEEEEP grant. Passed with a motion by Mr. Nathan Williams and a second by Mr. Lance Gannon.

**5. Approve Change Order No. 2 for the Glen Speck Project**

A motion passed to approve Measure M Change Order No. 2 for the Glen Speck Project in the amount of \$58,023. Passed with a motion by Mr. Lance Gannon and a second by Mr. Chris Bausch.

**6. Approval of a 1-Year Internet Access Service Contract**

A motion passed to approve a 1-Year internet access service contract with SLOCOE. Passed with a motion by Mr. Tim Gearhart and a second by Mr. Nathan Williams.

**7. Approval of a 3-Year Service Contract for Fiber Transport Services between PRJUSD and SLOCOE**

A motion passed to approve a 3-year service contract for fiber transport services between PRJUSD and SLOCOE. Passed with a motion by Mr. Lance Gannon and a second by Mrs. Dorian Baker.

**8. Employee Code of Ethics**

Public comment was received from teacher Ruth Enriquez-Bauge, Elena Garcia, and Michael Rivera.

Dorian Baker felt the proposal was too general and lacks consequences. Tim Gearhart interjected that a system must be worked out. President Arend reminded Board members that policies are intentionally broad and the "meat and potatoes" are spelled out in administrative regulations (see BP0410). Mrs. Baker suggested those additional documents should be provided along with the code of ethics. Mrs. Gaviola described the annual training all employees undergo that will include the code of ethics along with a number of other policies to provide the requested detail. The code of ethics is a complement to those other things. It was suggested the ethics policy include hyperlinks to relevant policies so they are readily at hand.

A motion passed to adopt the Employee Code of Ethics for Paso Robles Joint Unified School District, with direction to staff to work with Trustees Baker and Gearhart on adding links to relevant board policies. Passed with a motion by Mr. Chris Bausch and a second by Mr. Tim Gearhart.

**9. Proposed Revisions to Board Bylaw 9400: Self-Evaluation**

A motion passed to table this item to the March 23 agenda. Passed with a motion by Mr. Chris Bausch and a second by Mr. Tim Gearhart.

**10. Approve Tutoring Agreement with Paper Education Company, Grades 6-12**

A motion passed to approve a 16-month agreement with Paper Education Company for grades 6-12 tutoring services at a total cost \$221,375, to be funded through a combination of Low-Performing Students Block Grant, CARES, or other one-time funding source such as AB86. Passed with a motion by Mr. Nathan Williams and a second by Mr. Tim Gearhart.

**11. Approve Revised Job Description: Assistant Superintendent of Business Services**

A motion passed to approve the revised job description for the Assistant Superintendent of Business Services. Passed with a motion by Mr. Chris Bausch and a second by Mr. Lance Gannon.

**12. Approve Memorandum of Understanding with PRPE: 7-12 Return to School Agreement**

A motion passed to approve the Memorandum of Understanding with PRPE for Grades 7-12 Return to In-Person Instruction. Passed with a motion by Mr. Tim Gearhart and a second by Mr. Nathan Williams.

**J. INFORMATION/DISCUSSION ITEMS**

**1. Reopening Update During COVID-19 Status**

Jen Gaviola reported on COVID data, but noted two indicators (positivity rate and health equity index) are in yellow tier. Vaccinations have been scheduled for 525 employees, with about 250 employees unscheduled. As students return to campus, they are receiving trainings about COVID 19, spread, mask wearing, hand washing, and social distancing.

**2. Expanded Summer School - Learning Loss Mitigation Proposal**

Erin Haley outlined summer school plans for 1st-12th graders. 1st-8th will be focused on intervention and remediation; high school will be focused on credit recovery; and original credit courses will be offered in cooperation with Cuesta College. PE and VAPA opportunities are incorporated. Summer School teaching vacancies opened today.

**3. Staffing and Planning for 2021-22 School Year**

Jen Gaviola shared retirements and resignations, as well as staffing adjustments in grade-level assignments or schools. All of these steps will hopefully avoid the need for layoffs, either certificated or classified.

Dr. Dubost commented on the organization chart, stating that he intends to leave it as is and not fill a suggested Assistant Superintendent of Instruction (with many thanks to Erin Haley as Director of C&I). He indicated he would fill two vacant secretarial positions.

**4. Report on CARES Act Funding**

Brad reviewed CARES funding and discussed the mobility vans where purchase was deferred. There continues to be a shortage of bus drivers.

**5. Monthly Enrollment Update**

Mr. Pawlowski explained that the district tracks enrollment counts on census day every year, which reflects a decrease of 260 students from the previous year.

**6. Monthly Financial Budget Update**

Mr. Pawlowski provided an overview of the budget.

**7. Informational Review of Resolution No. 21-04 Authorizing Restriction on Facility Use to Limit the Spread of Coronavirus (COVID-19)**

Mr. Pawlowski reminded the Board of this resolution adopted last August that eliminated use of our facilities because of COVID. With the move into red tier, he will be working with City and other uses to allow some outdoor use of district facilities but continue to prohibit indoor use.

**K. SUPERINTENDENT/STAFF COMMENTS**

Dr. Dubost explained that board policy authorizes the superintendent to establish a process for new course descriptions. He informed the Board of a request to renew an ethnic studies course for Paso Robles High School. The course materials and texts are available for preview in the District Office through March 23, when they will come to the Board on with a revised course

description. Mr. Bausch asked how these changes are advertised to the community and whether we might take out an advertisement. Dr. Dubost noted there has been a suggestion for a community version of the Friday Update, and this might be an avenue to communicate the course to the community at large. He and Nate Maas are beginning a program of biweekly videos highlighting aspects of PRJUSD.

Jen Gaviola expressed appreciation to Voice of Paso for broadcasting student sporting events. Thanks also to the coaches and community organizations including Paso Diversity, Paso Boosters, Bearcat Boosters. Additionally, Custodians (Joe, Carlos, Harold, Hector our lead custodians) have been a tremendous resource to our schools. Counselors have done a great job connecting with kids in this unusual environment. She noted that seniors will soon be hearing about their college applications. PRJUSD is proud to acknowledge

Cameron LeClair Jenna Tapman who were selected to be the district's Boys and Girls State reps, respectively.

#### **L. BOARD MEMBER REPORTS/CORRESPONDENCE**

Mr. Williams offered kudos to everybody present on tonight's positive meeting. He attended orientation at both Flamson and Lewis middle schools, and it was a joy to see the kids light up.

Mrs. Baker acknowledged many emails from community members about the 7/11 committee. She assured them the Board is studying them and taking them into consideration as decisions are made. She reported on an email received last week from staff about a proposed resolution intended for tonight's agenda and how it was characterized as a Board resolution although the Board neither requested nor wrote it. She asked for legal clarification on whether it was permissible for the Superintendent to poll the Board regarding that matter. She questioned the process and Board oversight for items coming to the agenda. Lastly, she asked that Presentations be scheduled before Closed Session so people aren't waiting. Superintendent Dubost indicated he would bring that request to the agenda setting committee.

Mr. Gearhart commended the county superintendent for getting vaccinations to school districts in equitable fashion.

Mr. Gannon acknowledged Sandra Yrigollen as a "silent hero" as she sits in the back of the room translating the meeting for Hispanic listeners. He offered thanks to our hard-working custodial staff and the unsung heroes at Culinary and the help they receive from Transportation. Jen Gaviola's Frozen-themed back-to-school video was tremendous, and water polo coverage by Voice of Paso was outstanding.

Mr. Bausch echoed thanks to certificated and classified staff. He reflected on a seminar he attended on SB86 and AB86, as well as a CSBA seminar on redistricting. He suggested staff prepare a study session on that topic. The process will require the public's cooperation. The community is asking when we're going to reopen Board meetings. Board members are receiving lots of communication about the 7/11 committee. He reminded everyone the committee is advisory only and no decision has been made whatsoever to open, close, or consolidate schools. There are campus tours on Friday and a study session on Saturday with a topic of where we go from here with the 7/11 committee. He suggested an update on the website to correct mistaken perceptions.

Mr. Reed thanked his fellow trustees who had all covered the things he wanted to report.

Mr. Arend offered no comments in the interest of time and reflecting the thorough reports of other trustees.

**M. INFORMATION/AGENDA ITEM REQUESTS**

Mr. Williams ask staff to follow up on the comments received about lack of an athletic trainer.

Mr. Arend responded to Mrs. Baker's comment on a proposed agenda item which was a resolution on racism. He agreed the first attempt had some issues, but felt the topic is important and merits a resolution. He received Board consensus to work with staff on a proposed draft for the next agenda.

**N. ADJOURN TO CLOSED SESSION (if necessary)**

**1. Continuation of Closed Session Items, If Necessary**

There was no need to reconvene in Closed Session.

**O. RECONVENE IN OPEN SESSION**

**1. Report on Closed Session Action**

Not applicable, as there was no second closed session.

**P. ADJOURNMENT**

A motion passed to adjourn at 10:22 a.m. Passed with a motion by Mr. Tim Gearhart and a second

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Board Clerk

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Board President