

## BOARD MEETING

### ALPINE COUNTY UNIFIED SCHOOL DISTRICT BOARD OF TRUSTEES

5:30 PM, August 14, 2018

Administrative Services Annex, 43 Hawkside Drive, Markleeville, CA 96120

#### 1. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE

Minutes:

The meeting was called to order at 5:29 pm.

Attendance:

Present:

Rachael Brothers

Clint Celio

Tony Holdridge

Amy Mecak

Dr Patrick Traynor

Dr Scott Smith

Klaus Leitenbauer

Erin Dobyms

Joni Simons

Lia Story

Absent:

Geoff Ellis

#### A. Agenda Approval

Minutes:

The agenda was approved with a motion by Tony Holdridge and a second by Rachel Brothers.

Brothers      AYE

Celio	AYE
Ellis	ABSENT
Holdridge	AYE
Mecak	AYE

## **2. CLOSED SESSION ITEMS**

### **A. Announcement of Items to be Discussed in Closed Session**

### **B. Public Comment on Items to be Discussed in Closed Session**

### **C. Closed Session**

Minutes:

Adjourned to closed session at 5:31 pm

#### **1. Conference with Labor Negotiator per Government Code 54957.6**

#### **2. Public Employee Performance Evaluation per Government Code 54957**

##### **a. Title: Superintendent**

#### **3. Public Employee Employment per Government Code 54957**

##### **a. Title: Human Resources and Administrative Services Coordinator**

##### **b. Title: Instructional Aide**

#### **4. Accept Rescinded Resignation**

### **D. Open Session - Call to Order**

Minutes:

Open Session called to order at 5:57 pm.

### **E. Public Comment on Action Taken in Closed Session**

## **3. HEARING OF THE PUBLIC**

## **4. PRESENTATIONS**

### **A. Board Appreciation Award**

Minutes:

Superintendent Traynor read a nomination statement from teacher Ms. Anna Maria Coletti for community member Jennifer Celio and presented the Board appreciation award to Ms. Celio on behalf of the Board. Ms. Celio thankfully accepted the award.

## **5. STAFF/DEPARTMENT/BOARD REPORTS**

## **A. Bear Valley**

Minutes:

Superintendent Traynor announced he and business manager Klaus Leitenbauer would be visiting the Bear Valley site the next day to meet with the Busy Bears Program Manager Kimi Johnson and the instructional staff to determine the best space. He added that after the space is determined, the district would need to declare in surplus and open it up to the entire community for leasing. He said he shared with this Ms. Johnson already.

Superintendent Traynor said he was requested to provide an update on the enrollment of Bear Valley school. He announced the projected enrollment was three students for the 2018-19 School year, with one student coming the first day. He added projections for subsequent years. For 2019 there are 13 students projected, for 2020, 18 students, 2021, 20 students, and 2022, 18 students. He added that half of these students resided in Alpine County and the other half, Calaveras.

## **6. CONSENT AGENDA ITEMS**

### **A. Consent Agenda Approval**

Minutes:

Consent items D - Monthly Warrants, K - Addendum to Exhibit A: Scope of Work and Fee Schedule with Capitol Public Finance Group, and L - Approve Contract with Presence Learning for 2018-19 were pulled for further discussion.

Consent agenda minus D,K and L was approved with a motion by Tony Holdridge and a second by Rachael Brothers.

Brothers	AYE
Celio	AYE
Ellis	ABSENT
Holdridge	AYE
Mecak	AYE

### **B. Regular Board Meeting minutes of July 10, 2018**

### **C. Special Board Meeting minutes of July 26, 2018**

### **D. Monthly Warrants**

### **E. Public Employee Employment of Lia Story, Human Resources and Administrative Services Coordinator, classified confidential salary**

**schedule range 46; effective July 25, 2018**

**F. Public Employee Employment of Temandra "Jackie" Beard, Instructional Aide, classified salary schedule range 15, effective August 20, 2018**

**G. Approve Rescinded Resignation: Carol Lawlor**

**H. School Bus Schedules and Stops**

**I. Travel request for Joni Simons, Fiscal Services Coordinator, to attend the CASBO Payroll Boot Camp in Redding, CA from September 17 to September 19, 2018**

**J. Agreement for Independent Services with Frank Benvenuto for Music Consulting services for up to eight (8) hours per week for the 2018-2019 school year.**

**K. Addendum to Exhibit A: Scope of Work and Fee Schedule with Capitol Public Finance Group**

Minutes:

There was a discussion regarding the contract addendum. Klaus Leitenbauer explained that the old contract had expired in April and the project manager has retired. This addendum goes through the end of 2018 and we will reassess after the November election.

The Addendum was approved with a motion by Rachael Brothers and a second by Amy Mecak.

**L. Approve Contract with Presence Learning for 2018-19**

Minutes:

Discussion regarding the progress of hiring a SPL and the need for the contract. Board President Celio, per Superintendent Traynor's request, pulled item L for separate discussion. Superintendent Traynor explained that the full contract might not be needed as he is working to get an independent contractor to provide Speech Language Pathology Services.

Will only use it if District does not hire a SPL.

Contract was approved with a motion by Amy Mecak and a second by Tony Holdridge to approve the contract with the understanding that it may be reduced to accommodate an in person speech language pathologist.

**M. Approve Alpine County Parent Club Fundraiser requests at Diamond Valley Elementary School for 2018-2019 school year**

## **7. COMMUNICATIONS**

**A. The Edge Winter 2018**

**B. The Edge Spring 2018**

**C. CSBA Annual Education Conference and Trade Show; November 29 - December 1, 2018, San Francisco, CA**

**D. Beginning of the Year Staff Welcome Luncheons**

**E. School Facilities uses during emergencies / disasters**

Minutes:

Dr. Traynor said there was a request to review Diamond Valley Elementary School's use during emergencies in light of the recent evacuation to this site. He said principal Smith will provide a brief overview. Dr. Smith reported that DVS is a designated evacuation site per Ed Code and administrative regulation. There is a well-developed process which will be communicated to those it affects.

PUBLIC COMMENT:

Katherine Rakow thanked the first responders and staff who helped during the evacuation to DVS.

Buck McClelland spoke on the evacuations and reminded people that you may have to take on a roll you don't expect and to keep an open mind.

**F. LCAP Update**

Minutes:

Superintendent Traynor stated there have been several iterations with the California Department of Education regarding the LCAP. He said the changes were all cosmetic and said the list of changes would be placed on the district LCAP along with the revised LCAP.

**8. ADMINISTRATIVE REPORTS**

**A. Superintendent's Report**

Minutes:

Superintendent Traynor thanked a variety of group for their efforts including MTSS team members, Summer Academy Staff, and business office and acknowledged Funding Coordinator Ms. Erin Dobyns work for her Summer Academy Survey enrollment projections taken earlier in the school year. He also announced State Superintendent of Public Instruction Tom Torlakson's visit to Alpine County Schools on September 20.

Superintendent Traynor apprised the board on the items completed for the Bond Measure and some next steps planned. He announced ballots will be mailed on October 9 for the November 6 election

## **B. Principal's Report**

Minutes:

Dr Smith updated the board on the MTSS team and their plan to implement alternate instructional setting for students who are struggling at the moment. He also spoke about structured recess plan and supervision.

## **C. Business Manager's Report**

Minutes:

Klaus Leitenbauer updated the board on facilities and the fiscal year end reports and revisions.

## **9. ACTION ITEMS**

### **A. Unfinished Business**

#### **1. Discussion, second reading, and approval of CSBA recommended policies**

Minutes:

It was the consensus of the Board to have a second reading of the policies. Trustee Mecak spoke on potential revisions to various policies and administrative regulations.

Items B and E were moved to the September 11, 2018 Board Meetings.

Items A - Y (minus B and E) were approved with a motion by Rachael Brothers and a second by Amy Mecak.

Brothers	AYE
Celio	AYE
Ellis	ABSENT
Holdridge	AYE
Mecak	AYE

#### **a. BP 1000 Concepts and Roles**

#### **b. BP 1112 Media Relations**

#### **c. AR 1312.1 Complaints Concerning District Employees**

#### **d. BP/AR/E 1312.2 Complaints Concerning Instructional Materials**

#### **e. BP/AR 1321 Solicitation of Funds from and by Students**

- f. AR 1340 Access to District Records
- g. BP/AR 1312.3 Uniform Complaint Procedures
- h. AR 3230 Federal Grant Funds
- i. AR 3514.2 Integrated Pest Management
- j. BP/AR 3551 Food Service Operations/Cafeteria Fund
- k. BP/AR 3553 Free and Reduced Price Meals
- l. BP 4111/4211/4311 Recruitment
- m. BP/AR 4119.11/4219.11/4319.11 Sexual Harassment
- n. AR 4161.1/4361.1 Personal Illness/Injury Leave
- o. AR 4161.8/4261.8/4361.8 Family Care and Medical Leave
- p. AR 4261.1 Personal Illness/Injury Leave
- q. BP/AR 5022 Student and Family Privacy Rights
- r. BP/E 5145.6 Parental Notifications
- s. BP 6162.5 Student Assessment
- t. BP/AR 6171 Title I Programs
- u. BP 7000 Concepts and Roles
- v. AR 7111 Evaluating Existing Buildings
- w. AR 7150 Site Selection and Development
- x. AR 7211 Developer Fees
- y. BP 7213 School Facilities Improvement Districts

#### **B. New Business**

**1. Approve Public Disclosure of Collective Bargaining Agreement with the ACUSD Classified Employee Organization for July 1, 2018 to June 30, 2019**

Minutes:

Approved with a motion by Tony Holdridge and a second by Rachael Brothers.

Brothers	AYE
Celio	AYE
Ellis	ABSENT
Holdridge	AYE

Mecak                      AYE

**2. Approve Agreement with the Alpine County Unified School District Classified Employee Organization for July 1, 2018 to June 30, 2019**

Minutes:

Approved with a motion by Tony Holdridge and a second by Rachael Brothers.

Brothers                      AYE

Celio                          AYE

Ellis                              ABSENT

Holdridge                      AYE

Mecak                              AYE

**3. Discuss and adopt Memorandum of Understanding with Washoe Native TANF (Temporary Assistance for Needy Families) Program for tutoring and educational support services to Native American Indian/Alaska Native students**

Minutes:

Superintendent Traynor reported that the Woodfords Community Council, Woodfords Indian Education Center, Washoe Native TANF, and the district were all in support of the District entering the MOU with Washoe Native TANF. Superintendent explained some favorable modifications made.

Approved with a motion by Amy Mecak and a second by Tony Holdridge.

Brothers                      AYE

Celio                              AYE

Ellis                              ABSENT

Holdridge                      AYE

Mecak                              AYE

**4. Approve the Adoption of National Geographic History-Social Science Curriculum presented with evidence demonstrating the proven effectiveness of the curriculum and presenting the resources and supplementary materials within the curriculum that make it accessible to all students**

Minutes:

Superintendent Traynor explained the Multi-Tiered System of Supports (MTSS) team representatives visited the Sacramento



County Office of Education to review State Board of Education adopted materials for History Social Science. He said parents were encouraged to provide input and the materials were announced to be on display in the Board room. He explained the National Geographic materials were for grades 6-8.

Approved with a motion by Tony Holdridge and a second by Rachael Brothers.

Brothers	AYE
Celio	AYE
Ellis	ABSENT
Holdridge	AYE
Mecak	AYE

**5. Approve the Adoption of Pearson, Scott Foresman and Prentice Hall History-Social Science Curriculum presented with evidence demonstrating the proven effectiveness of the curriculum and presenting the resources and supplementary materials within the curriculum that make it accessible to all students**

Minutes:

Superintendent Traynor explained this item was the same as item 4, but it was for grades K-5.

Approved with a motion by Tony Holdridge and a motion by Rachael Brothers.

Brothers	AYE
Celio	AYE
Ellis	ABSENT
Holdridge	AYE
Mecak	AYE

**6. Discuss, first reading, and approval of CSBA recommended policies**

Minutes:

Comment by trustee Brothers regarding F and the response to immigrants, the omitted sentence should be left in.

Approved with modification to F with a motion by Amy Mecak and a second by Rachael Brothers.

Brothers	AYE
Celio	AYE
Ellis	ABSENT
Holdridge	AYE
Mecak	AYE

**a. BP 0410 Nondiscrimination in District Programs and Activities**

**b. BP/AR 5111 Admission**

**c. BP/AR 5111.1 District Residency**

**d. BP/AR 5125 Student Records**

**e. BP/E 5125.1 Release of Directory Information**

**f. BP 5131.2 Bullying**

**g. BP/AR 5145.13 Response to Immigration Enforcement**

**7. Approve Resolution D 18-19-03: Resolution to Adopt the Update to the Multi-Jurisdictional Hazard Mitigation Plan**

Minutes:

Approved unanimously with a motion by Tony Holdridge and a second by Rachael Brothers.

Brothers	AYE
Celio	AYE
Ellis	ABSENT
Holdridge	AYE
Mecak	AYE

**8. Approve Resolution D 18-19-02: Resolution to Allow Board Members to be paid for Non-Attendance per EC 35120 for the CURRENT Board Meeting**

Minutes:

Resolution was passed unanimously by a motion from Rachel Brothers and a second by Tony Holdridge.

Roll Call Vote:

Brothers	YES
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Celio	YES
Ellis	ABSENT
Holdridge	YES
Mecak	YES

**C. Request to advertise and hire up to full time instructional support staff. Instructional Aide or Instructional Assistant**

Minutes:

Discussion on the hiring of a full time Instructional Aide or Assistant. Board likes the idea but asked that this item be brought back with financial impact and a clear big picture on staffing plan and LCAP.

**10. OTHER REPORTS**

**11. INFORMATION/DISCUSSION ITEMS**

**A. Discuss potential metrics for student achievement**

Minutes:

This item was held over to the next meeting.

**B. Interstate Agreement Discussion**

Minutes:

It is important to maintain a positive relationship with Douglas County in regards to inter-state variances. A meeting with Douglas County will be scheduled to discuss expectations and any concerns.

**12. HEARING OF THE PUBLIC**

**13. SUGGESTED ITEMS FOR FUTURE AGENDA**

Minutes:

Next meeting to be held at Bear Valley School.

**14. CLOSED SESSION ITEMS (Items not completed in previous Closed Session)**

**A. Announcement of Items to be Discussed in Closed Session**

**B. Public Comment on Items to be Discussed in Closed Session**

**C. Closed Session**

**1. Conference with Labor Negotiator per Government Code 54957.6**

**a. Unrepresented Employees: ACUSD Classified Employee Organization**

**2. Public Employee Performance Evaluation per Government Code 54957**

**a. Title: Superintendent**

3. Public Employee Employment per Government Code 54957

a. Title: Human Resources and Administrative Services  
Coordinator

b. Title: Instructional Aide

4. Accept Rescinded Resignation

D. Open Session - Call to Order

E. Public Comment on Action Taken in Closed Session

15. ADJOURNMENT

Minutes:

Motion to close meeting by Tony Holdridge with a second by Amy Mecak.

President Celio adjourned meeting at 7:33 pm.

Respectfully submitted:

Approved by:

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Patrick Traynor, Ph.D.  
Superintendent

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Amy Mecak  
Clerk of the Board