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BOARD MEETING

ALPINE COUNTY UNIFIED SCHOOL DISTRICT BOARD OF TRUSTEES

5:30 PM, February 14, 2017

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

**Attendance Taken at 5:35 PM:**

Present:

Rachael Brothers  
Clint Celio  
Tony Holdridge  
Amy Mecak  
Dr. Scott Smith  
Dr. Patrick Traynor  
Cheri Warrell  
Jessica Young

Absent:

Jenny Goldstein  
Geoff Ellis

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

Minutes:

Mr. Celio called the meeting to order at 5:35 p.m.

**A. Agenda Approval**

**Motion Passed:** Passed with a motion by Tony Holdridge and a second by Amy Mecak.

Yes Rachael Brothers  
Yes Clint Celio  
Absent Geoff Ellis  
Yes Tony Holdridge  
Yes Amy Mecak

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**2. CLOSED SESSION ITEMS**

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

1. Conference with Legal Counsel - Two Anticipated Litigations Significant Exposure to Litigation Pursuant to Subdivision (b) of Government Code Section 54956.9
2. Public Employee Performance Evaluation per Government Code 54957
  - a. Title: Superintendent
  - b. Title: Certificated Employees
3. Conference with Labor Negotiator per Government Code 54957.6
  - a. Employee Organization: Alpine County Teachers Association
  - b. Unrepresented Employees: ACUSD Classified Employees Organization
4. Discussion of Student Matters per Education Code

35146

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

Minutes:  
No comments were made by the public.

**C. Closed Session**

Minutes:  
The meeting was convened into closed session at 5:36 p.m.

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

Minutes:  
The meeting was reconvened into open session at 6:56 p.m. Mr. Celio announced that no action had been taken.

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

**3. HEARING OF THE PUBLIC**

Minutes:  
There were no comments from the public present.

**4. PRESENTATIONS - None**

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## 5. STAFF/DEPARTMENT/BOARD REPORTS

### **A. Presentation on the 2016 CSBA Annual Education Conference by Amy Mecak and Rachael Brothers, Board Members**

Minutes:

Amy Mecak noted that she attend sessions on the effective governance, finance overview, and brown act overview. She encouraged members to review the materials she submitted in the board packet. Additional workshops she attended were the Superintendent's Evaluation, Transitioning into a New Accountability System, a Vision Driven LCAP, Superintendent Contracts, Parent Engagement as a Dynamic Strategy, and Brown Act.

Rachael Brothers noted that her report was attached to the AgendaOnline. She noted that the workshop based on the Iowa Light House Study spoke about how community confidence can affect student achievement.

### **B. Presentation of Strategic Planning Committee Plan by Rachael Brothers and Amy Mecak.**

Minutes:

Amy Mecak noted that this was a new committee, and they felt it was important to share with the board, public and staff that they have started this committee. The number one strategy is the LCAP and giving guidance on the survey, how those results will be shared, and incorporated into the LCAP, work with administration to insure that the LCAP goals are clear and measurable, report progress to the board monthly. Additionally, they will be focused on the April workshop with the possibility of revamping so that it is more feasible and supportive.

### **C. Assessments at Diamond Valley Elementary School**

Minutes:

Board President. Celio stated that several months ago, Dr. Traynor reported on the assessment system at Diamond Valley Elementary school and stated he would meet with the Curriculum Council to evaluate for increased efficiency and effectiveness. Mr. Celio stated the school will report on how assessments are going so far this year. Principal Scott Smith introduced teachers Mr. Philip Marks and Ms. Annie Atkinson. Philip Marks reported on how the assessments went from a teacher's point of view. There were nice collaborations before the assessment that set everyone up for success. They were able to have the assessments in their classrooms with the Chromebook which went very smoothly. Extra supports were available for those students who needed assistance. The letters that are going to be sent home with

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the parents will have two priorities that the students could work on at home for language arts and math. He appreciated that the SBACs did have results very quickly instead of waiting months like the previous assessment tests. It was a good dress rehearsal for the next spring test.

Annie Atkinson spoke about the assessment used for the lower grade levels. She noted that it is really important and drives their instruction. It was noted that in the lower grades they use MAP testing for their assessment. It is a computer based standardized test. It tells her how her students are doing in comparison to other students at that grade level. She wanted to say that assessments are really part of the instructional process and these tests are important.

Mr. Celio asked those teachers present if there were any other adjustments they could assist with for the next year's assessment test. None were needed at this time.

**6. CONSENT AGENDA ITEMS**

**A. Consent Agenda Approval**

**Motion Passed:** Passed with a motion by Rachael Brothers and a second by Amy Mecak, pulling consent item 6B for a vote that was recorded incorrectly. A change will be made in the January 10, 2017 meeting noting that Rachael Brothers voted no on action item 9A.

- Yes Rachael Brothers
- Yes Clint Celio
- Absent Geoff Ellis
- Yes Tony Holdridge
- Yes Amy Mecak

**B. Regular Board Meeting Minutes of January 10, 2017**

**C. Organizational Meeting minutes of January 10, 2017**

**D. Travel request for Superintendent Traynor to attend CCSESA General Membership Meeting being held in Palm Desert, CA during April 2-4, 2017.**

**E. Travel request for Amy Mecak, Trustee; Geoffrey Ellis, Trustee; and Superintendent Traynor to attend the SSDA 2017 Design to Align for Success Conference being held in McLellan, CA on March 7, 2017**

**F. Monthly Warrants**

**G. Discarded Book List from Carol Lawlor, School and Library Media Clerk**

**7. COMMUNICATIONS**

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**A. ACUSD School Board initial proposals to the Alpine County Teacher's Association and ACUSD Classified Employees Organization**

**B. Alpine County Teacher's Association Sunshine Proposal for the 2017-2018 School Year**

**C. Alpine County Unified School District Classified Employees Organization Sunshine Proposal for the 2017-2018 School Year**

**D. Impact Aid Letter from Bridget Koos, Chair and Lexis Koos, Vice Chair, Woodfords Indian Education Center Parent Advisory Committee; Irvin Jim, Chairman, Woodfords Indian Community; and Amber Bill, Woodfords Indian Education Center Director**

**E. Alpine County Behavioral Health Services February 2017 Calendar**

**F. Diamond Digest February 2017**

**G. The Special Edge, Volume 30 No. 1 Autumn-Winter 2016-2017**

Minutes:

Dr. Traynor explained the first three proposals noting that sufficient time for the public to comment on them has been completed, and negotiations can now begin.

Clint Celio shared the Impact Aid Letter from the Woodfords Indian Education Community.

Amy Mecak recommended that the TED Talk noted in the Special Edge newsletter is short and very interesting.

**8. ADMINISTRATIVE REPORTS**

**A. Superintendent's Report**

**1. Withdrawal of Resolution Authorizing Superintendent to Authorize Certain Acts**

Minutes:

Dr. Patrick Traynor, Superintendent, reported to the Board the resolution was not needed because the Board had already approved the authorized agents during their last January board meeting. The Business Department needed to show something to the Auditors and this document covers that need.

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**2. CCSESA Conference update**

Minutes:

Dr. Traynor, per Amy Mecak’s request, shared a power point presentation on the highlights of his quarterly County Superintendent of School Quarterly meeting. He noted that every quarter all of the California County Superintendents meet to go over certain items that affect County Offices of Education and how they can be more effective on service to District school in their individual counties. He spoke about the LCAP Evaluation Rubrics-Dashboard, a research committee, Summer Matters/Summer Schools, cybersecurity, CCSESA Legislative Advocate Reports, the release of the Governor’s 2017-2018 budget proposal and legislative priorities.

The SUMS initiative in California merges the PBIS (Positive Behavior and Interventions and Supports) with RTI<sup>2</sup> (Response to Instruction and Intervention); academic supports and behavioral supports. Alpine County Office of Education was given \$10,000 for the SUMS initiative. Diamond Valley School was selected as a “Knowledge Development Site” which has also been given an additional \$5,000. Ms. Warrell is in the process of writing proposals for additional funding to help the District/County with this initiative. Ms. Atkinson has presented and explained the copy of a triangle grid which Diamond Valley is using to support this SUMS initiative. Their goals were to have an academic side that matched the behavior side of interventions. Discussions and clarification followed. Additionally, the documents presented were requested to be added to Agenda-On-Line site and a possible additional presentation item for a future board meeting.

**B. Principal's Report**

Minutes:

Dr. Smith, Principal/Director of Student Services, reported to the Board on the volleyball team. He announced Parent Participation Night is scheduled for March 2, 2017. He shared the recent and upcoming events with the Early Explorer Program.

**C. Business Manager's Report**

Minutes:

Jessica Young, Business Manager, reported to the Board that the Business Office has implemented a new software program. The first payroll was completed in January and it was very successful. All of the bills and checks are now running through this new system.

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**9. ACTION ITEMS**

**A. New Business**

**1. Discussion and approval of update to Board Bylaw 9323.1 Order of Business**

**Motion Passed:** Passed with a motion by Amy Mecak and a second by Tony Holdridge to waive the first reading and approve policy BB 9323.1 with the suggested changes.

- Yes Rachael Brothers
- Yes Clint Celio
- Absent Geoff Ellis
- Yes Tony Holdridge
- Yes Amy Mecak

Minutes:  
Rachael Brothers shared the policy draft proposal to change the order of business for the Board using the changes discussed in their January board meeting. She suggested adding a new topic called “Suggested/Future Agenda Items” toward the end of the meeting.

**2. Discussion and Possible Action/Direction on update of Board Meeting and Governance Information on the ACUSD/ACOE Website**

**Motion Passed:** Passed with a motion by Tony Holdridge and a second by Rachael Brothers to update the meeting and governance information on the website.

- Yes Rachael Brothers
- Yes Clint Celio
- Absent Geoff Ellis
- Yes Tony Holdridge
- Yes Amy Mecak

Minutes:  
Rachael Brothers noted that she wanted to involve the community more in the governance process as she was unaware that there was a governance handbook and calendar. She additionally handed out a “Rules and Procedures” commonly known as “Roberts Rules of Order.” She referenced what the County of Alpine uses as the “Rosenberg’s Rules of Order” noting that it was online. She additionally stated that CSBA also suggested that the Board use these rules. She wanted to provide direction to have these items placed on the website for the public. It was noted to add this to the next board meeting for future adoption.

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**3. Discussion and set date to attend Governance Manual and Board of Supervisors Operating Rules and Procedures Training Session**

**No vote was taken:**

Minutes:  
Clint Celio noted that the County Board of Supervisors was having their governance meeting on February 28, 2017. Future dates were discussed and considered for a governance workshop for the District Board with the possibility using a facilitator. It was noted to place this item into the April workshop agenda.

**4. Select a CSBA Delegate Assembly Regional Representative**

Minutes:  
No Delegate representative was selected.

**5. Discussion and/or direction/action regarding reopening the Bear Valley Elementary School.**

- a. Discussion and summary of Bear Valley Parent Survey**
- b. District and community presentation of data and information pertaining to the reopening of Bear Valley School**
- c. Discussion and summary of Modernization Needs Assessment for Bear Valley School, Aspen Street Architects, Inc., December 2016**

**No vote was taken and will be continued to the next agenda.**

Minutes:  
Clint Celio thanked those in the audience for their patience and the long travel to our board meeting for this discussion. He explained that the Board has the results of a survey to review, the efforts by the facilities committee and their assessment of the Bear Valley building, and members of the community who wish to present that evening.

Dr. Traynor noted that he and the Bear Valley community were working extensively on presenting options for Bear Valley School and the context for the Board to consider. He mentioned including Lauren Schimke who was in attendance and Jill Wegenstein who was present through a conference call were part of this presentation. He shared the history of when the school closed in 2011 and how the students are currently being educated. He reviewed the survey, the questions asked with the survey, and the responses. All of the results were in favor of



1 opening the school with preferences of focusing on the use of  
2 technology, utilizing the local ski resort, and opening the school as a  
3 Transitional Kindergarten through the 5<sup>th</sup> grade. The potential  
4 numbers if opened for 2017-2018 would have five (5) Alpine County  
5 students and three (3) Calaveras County students. Other factors, ideas,  
6 financial and educational quality thresholds were shared. The different  
7 courses of action noted were 1) reopen Bear Valley School as a TK-5,  
8 2) reopen with a TK-5 and Early Learning Center, 3) consider modular  
9 services (buildings) while updating the Bear Valley facilities, and 4)  
10 consider using lease only modular services. The unknown variables  
11 were the state/local bonds measures, Early Learning Center benefits,  
12 Bear Valley Foundation's monetary assistance, and possible other  
13 existing buildings.

14 Lauren Schimke, Bear Valley resident, handed out packets for the  
15 Board Members. She noted that the community support in Bear  
16 Valley was enormous and residents were willing to step up to the plate  
17 to make the reopening happen. An education foundation has been  
18 created to help with the fiscal costs of reopening the school. Projected  
19 numbers include eight (8) children who would attend for the 2017-  
20 2018 school year. Projected numbers for future years were presented.  
21 She read a letter from the Hager Family, the Clarey Family, and from  
22 past teachers Jim & Trish Fedderly which were in the handouts  
23 presented to the Board.

24 Danielle Knapp, a member of the facilities committee, noted that an  
25 estimated cost to reopen the facility with basic repairs would be  
26 roughly \$43,000 and she shared the breakout of the details. Additional  
27 costs would be added for some major needs such as mold, roof repairs,  
28 etc. Another option would be to complete all the major repairs and  
open at a later school year time.

Clint Celio shared the modernization needs assessment for the Bear  
Valley School by Aspen Street Architects, Inc.

Tony Holdridge asked if this information could be reviewed and a  
decision be added to the next board meeting. Jessica Young suggested  
that the Board should look at the upcoming budget before decisions  
were to be made. Amy Mecak wanted more information about the  
modular services, potential leases, and extended preschool. Rachael  
Brothers also wished to have more information regarding preschool  
being housed in the Bear Valley School.

Jill Wegenstein stated that there were a few families contemplating  
moving up to Bear Valley full time for future potential revenue come  
in through property values, etc. She believes there is long term  
financial support if the Board supports opening the Bear Valley  
School.

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Clint Celio suggested that the Board go through all the information submitted and then submit questions to Dr. Traynor about how to get better information out of this decision. Rachael Brothers asked about the pros and cons of the Charter School decision.

Katy Krayk, Bear Valley resident, shared that they liked the idea that the plan affects everyone. The benefits of reopening the school would be safety for the children, having a variety and exceptional educational values, promote individualism with the community, and promote opportunity individualism with teaching. She hopes that the Board considers some kind of school in Bear Valley.

Clint Celio noted by Board Bylaw 9323 stated that a board meeting must end by 9:00 p.m. unless there was a motion by the Board to extend the time. Motion by Tony Holdridge and a second by Amy Mecak to extend the Board Meeting beyond 9:00 p.m. but not later than 9:30 p.m.

- Yes Rachael Brothers
- Yes Clint Celio
- Absent Geoff Ellis
- Yes Tony Holdridge
- Yes Amy Mecak

**6. Approve the Alpine County Unified School District Comprehensive School Safety Plan Updates**

**Motion Passed:** Passed with a motion by Amy Mecak and a second by Tony Holdridge.

- Yes Rachael Brothers
- Yes Clint Celio
- Absent Geoff Ellis
- Yes Tony Holdridge
- Yes Amy Mecak

Minutes:  
Dr. Smith noted that the School Safety Plan was district-wide. There were some minor changes with recommendations from the Fire Department and California Highway Patrol. The keyless fob entry systems was updated in the plan along with a new table of contents.

**7. Approve the Diamond Valley Elementary School Safety Plan**

**Motion Passed:** Passed with a motion by Amy Mecak and a second by Tony Holdridge.

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Yes Rachael Brothers  
Yes Clint Celio  
**Absent Geoff Ellis**  
Yes Tony Holdridge  
Yes Amy Mecak

Minutes:  
The Diamond Valley Elementary School Safety Plan annual goals were updated per Dr. Scott Smith. It was noted that all current staff member's names have been updated per a request from Board Member Amy Mecak. Rachael Brothers suggested that the self-evaluation checklist would be a good document to use for future LCAP goals.

**8. Approve Single Plan for Student Achievement.**

**Motion Passed:** Passed with a motion by Tony Holdridge and a second by Amy Mecak  
Yes Rachael Brothers  
Yes Clint Celio  
Absent Geoff Ellis  
Yes Tony Holdridge  
Yes Amy Mecak

Minutes:  
Dr. Scott Smith shared a revised copy of the Single Plan for Student Achievement for the 2016-2017 school year which had updated revisions. Rachael Brothers asked that the document be updated with her correct non-member status.

**9. Approve a five percent (5.00%) increase for Board of Trustees Stipends effective February 1, 2017.**

Motion by Amy Mecak to approve the 5.00% increase for the Board of Trustees' Stipends, no second.

**Motion Died.**

Minutes:  
Dr. Patrick Traynor shared the history of the increase to the Board's stipends and encouraged the Board to consider this small amount for themselves and future board members.

**10. Review for reading and re-approve AR 1221 Native American Policies and Procedures.**

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**Motion Passed:** Passed with a motion by Rachael Brothers and a second by Tony Holdridge.

- Yes Rachael Brothers
- Yes Clint Celio
- Absent Geoff Ellis
- Yes Tony Holdridge
- Yes Amy Mecak

Minutes:

This document is for our Impact Aid document which has been submitted. This policy has been updated with Amber Bill and it is ready for the Board to approve.

**11. Approve Agreement for Independent Services with Mary Law for Music Consulting Services through June 7, 2017.**

**Motion Passed:** Passed with a motion by Amy Mecak and a second by Tony Holdridge.

- No Rachael Brothers
- Yes Clint Celio
- Absent Geoff Ellis
- Yes Tony Holdridge
- Yes Amy Mecak

Minutes:

Dr. Traynor noted that Mary Law was a retired music instructor with Carson City schools and has expressed strong interest in helping us in that capacity. She has higher qualifications than the previous applicant in instruction to a larger group of students. It was thought that the Board consider hiring her in addition to or in lieu of the previous applicant. Dr. Traynor recommends approving the contract. Rachael Brothers questions the hours for both independent contracts if both were to be hired. Amy Mecak researched the applicant and has concerns about having two people in this position. She felt we need the most qualified for the position.

**12. Revise/Sever Agreement for Independent Services with Frank Benvenuto for Music Consulting Services through June 7, 2017.**

**Motion Died:** Motion by Rachael Brothers with no second, to sever the agreement with Frank Benvenuto.

**Motion Passed:** Motion by Tony Holdridge with a second by Amy Mecak revise the independent services with Frank Benvenuto for three (3) hours per week maximum.

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Motion Passed: Motion by  
No Rachael Brothers  
Yes Clint Celio  
Absent Geoff Ellis  
Yes Tony Holdridge  
Yes Amy Mecak

Minutes:  
Dr. Traynor advised the Board to consider keeping the contract with Mr. Benvenuto, but directing Dr. Traynor to use it in a limited capacity with perhaps two (2) hours per week. It felt it would accelerate the music program.

**13. Discussion and approval of update to E 1312.3 Uniform Complaint Procedures Community Relations Exhibit 1312.3 language has been revised to align the Uniform Complaints Procedure Compliance Officer in the Exhibit and Administrative Regulation.**

**Motion Passed:** Passed with a motion by Tony Holdridge and a second by Rachael Brothers.  
Yes Rachael Brothers  
Yes Clint Celio  
Absent Geoff Ellis  
Yes Tony Holdridge  
Yes Amy Mecak

Minutes:  
Dr. Traynor expressed that this exhibit was a clerical repair to make the exhibit related to the Uniform Complaint Procedures consistent.

**14. Approve Resolution D16-17-10: Resolution establishing procedures utilized in the Seniority Tie Breaking situations.**

**Motion Passed:** Passed with a motion by Amy Mecak and a second by Tony Holdridge.  
Yes Rachael Brothers  
Yes Clint Celio  
Absent Geoff Ellis  
Yes Tony Holdridge  
Yes Amy Mecak

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Dr. Traynor noted that this resolution is to be used in an event if there were layoffs, and if we had any revisions to the previous resolution. There were no revisions. The District by practice annually puts this on the agenda. It only is used if two or more certificated staff has the same seniority date.

**15. Approve Resolution D16-17-11: Resolution authorizing the commitment of revenues for specific purposes.**

**Motion Passed:** Passed with a motion by Tony Holdridge and a second by Amy Mecak.  
Yes Rachael Brothers  
Yes Clint Celio  
Absent Geoff Ellis  
Yes Tony Holdridge  
Yes Amy Mecak

Minutes:  
Clint Celio noted that this has been through the facilities committee, and they have made a recommendation. Jessica shared the history of the deferred maintenance fund and the available options to use this fund. She recommended the passing of this resolution and keeping the fund open.

**16. Approve Resolution D16-17-09: Resolution to Allow Board Members to be paid for Non-Attendance per EC 35120 for the February Board Meeting.**

**Motion Passed:** Passed with a motion by Tony Holdridge and a second by Amy Mecak.  
Yes Rachael Brothers  
Yes Clint Celio  
Absent Geoff Ellis  
Yes Tony Holdridge  
Yes Amy Mecak

**B. Unfinished Business - None**

**10. OTHER REPORTS -- None**

**11. INFORMATION/DISCUSSION ITEMS**

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**A. SSDA/ACSA 34th Annual Spring Conference, March 6-8, 2017;  
McClellan Conference Center; McClellan, CA**

**B. Distribution of Form 700, Statement of Economic Interests; due  
no later than March 31, 2017**

**C. Modernization Needs Assessment for Diamond Valley  
Elementary School, Aspen Street Architects, Inc., December 2016**

**12. HEARING OF THE PUBLIC**

Minutes:  
No comments were made by the public.

**13. CLOSED SESSION ITEMS – None**

**14. SUGGESTED ITEMS FOR FUTURE AGENDA**

Rachael Brothers requested to put onto the April agenda the suggested date change in the governance calendar to setting the District Calendars earlier in the year rather than June.

Rachael Brothers would like to review BP 5144 regarding Site Level Discipline per Ed Code 3521.5, the PBIS Team to give a presentation to the Board, and add Robert’s Rules of Order.

Clint Celio noted that lessons learned this evening were 1) the agenda was very full by design, and 2) timelines adhered to in the board policy needed to be used for efficiency.

**15. ADJOURNMENT**

**Motion Passed:** Passed with a motion by Tony Holdridge and a second by Rachael Brothers.

- Yes Rachael Brothers
- Yes Clint Celio
- Absent Geoff Ellis
- Yes Tony Holdridge
- Yes Amy Mecak

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The meeting was adjourned at 9:29 p.m.

Respectfully submitted:

Approved by:



Patrick Traynor, Ph.D.  
Superintendent



Clint Celio  
President of the Board