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BOARD MEETING

ALPINE COUNTY UNIFIED SCHOOL DISTRICT BOARD OF TRUSTEES

5:30 PM, August 08, 2017
Teleconference

Administrative Services Annex, 43 Hawkside Drive, Markleeville, CA 96120
Seacrest Oceanfront Hotel, 2241 Price Street, Pismo Beach, CA 93449

Attendance Taken at 5:36 PM:

Present:

- Rachael Brothers
- Clint Celio
- Geoff Ellis
- Jenny Goldstein
- Tony Holdridge
- Mr. Klaus Leitenbauer
- Amy Mecak
- Dr. Patrick Traynor

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

Minutes:

President Celio called the meeting to order at 5:36 p.m.

Staff present:

- Carole Romanowitz
- Sarah Harvey
- Aubrey Trevett
- Jackie Blaha
- Kathy Curry
- Katie Johnston

A. Agenda Approval

Motion Passed: Motion to approve the Agenda as amended:

Strike 9.B.3. First reading, review, and possible change to language in BP 3312 Contracts

Move 9.B.12. Review and approve the Governance Handbook to a future meeting agenda

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Polled vote: 5 ayes, unanimous. Passed with a motion by Tony Holdridge and a second by Geoff Ellis.

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

Minutes:

Trustee Brothers requested Action Items 9.B. New Business 3. First reading, review, and possible change to language in BP 3312 Contracts be stricken from the agenda.

Trustee Mecak requested Action Items 9.B. New Business 12. Review and approve the Governance Handbook be moved to a future agenda.

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:

The meeting was adjourned into closed session at 5:40 p.m.

1. Conference with Legal Counsel - One Anticipated Litigations Significant Exposure to Litigation Pursuant to Subdivision (b) of Government Code Section 54956.9

2. Conference with Labor Negotiator per Government Code 54957.6

a. Employee Organization: Alpine County Teachers Association

b. Unrepresented Employees: ACUSD Classified Employees Organization

3. Public Employee Performance Evaluation per Government Code 54957 and 54957.6

a. Title: Classified employees

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4. Public Employee Employment per Government Code 54957

a. Title: Certificated Employees

b. Title: Classified Employees

5. Discussion of Student Matters per Education Code 35146

D. Open Session - Call to Order

Minutes:
The meeting was reconvened into open session at 6:42 p.m. President Celio announced 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

5. STAFF/DEPARTMENT/BOARD REPORTS

6. CONSENT AGENDA ITEMS

A. Consent Agenda Approval

Motion Passed: Motion to approve the Consent Agenda as amended:

Pull item F. Approve Alpine County Parent Club fundraiser requests at Diamond Valley Elementary School for 2017-2018 for inclusion on the September Board meeting agenda.

Polled vote: 5 ayes, unanimous. Passed with a motion by Tony Holdridge and a second by Geoff Ellis.

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

B. Regular Board Meeting minutes of July 11, 2017

C. Monthly Warrants

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D. Approve travel request for Klaus Leitenbauer, Business Manager, to attend the CASBO Payroll Boot Camp during October 10 through 13, 2017 being held at the Sonoma County Office of Education

E. School Bus Schedule and Stops

F. Approve Alpine County Parent Club fundraiser requests at Diamond Valley Elementary School for 2017-2018

G. Interdistrict attendance agreements for Bear Valley students to attend Vallecito Union School District

7. COMMUNICATIONS

A. The Edge Spring 2017

B. Beginning of the Year Staff Welcome Luncheons

C. Alpine County Behavioral Health Services - Wellness Programs August 2017

8. ADMINISTRATIVE REPORTS

A. Superintendent's Report

Minutes:

Dr. Patrick Traynor, Superintendent, invited the Board to attend the Staff Back to School Orientation luncheons. He reported the state will post the SBAC (Smarter Balanced Assessment Consortium) results in late fall and the District would be completing an internal analysis.

B. Principal's Report

C. Business Manager's Report

Minutes:

1. Update on Alpine County Unified School District 2017-2018 Budget

Minutes:

Mr. Klaus Leitenbauer, Business Manager provided highlights of the California Finance and Management Conference addressing the fragility and volatility of California's revenues, the Governor's budget being conservative and building reserves, an anticipated economic downturn causing reduction in state revenues, and resisting using future projected dollars or one-time dollars to justify paying for ongoing expenditures in the current year. Mr. Leitenbauer added that

1 the current District budget model shows flat or falling revenue with
2 increased expenditures for salaries and benefits including salary step
3 and column increases and retirement plans. He showed this would lead
4 to a 3-year \$300,000 budget deficit and explained historical actual
5 results have been better than the budget. Mr. Leitenbauer suggested
6 strategies to reduce the deficit by increasing class sizes through
7 attrition and present budget corrections to decrease or eliminate deficits
8 in years 2 and 3 of the multi-year budget. He further recommended
9 analyzing other service and operating expenditures for cost savings and
10 efficiencies and using the LCAP (Local Control Accountability Plan)
11 as a tool to ensure spending levels meet the District goals.

12 **2. Update on Bear Valley School**

13 Minutes:

14 Mr. Leitenbauer provided an update on Bear Valley School to the
15 Board. He referenced the previous presentation on operating costs
16 with the building fully functional and Busy Bears (program) partial
17 occupancy. Water damage to the building became apparent in July and
18 an insurance claim had been filed in February. The structure tested
19 positive for asbestos requiring asbestos and lead testing to be
20 completed in order to start repairs. Mr. Leitenbauer advised that the
21 Busy Bears program had been informed they could not occupy the
22 building.

23 Mr. Leitenbauer reported that during the recent Facilities Advisory
24 Committee meeting, a master (facilities) plan had been drafted to
25 address all facilities. An application for \$250,000 mitigation cost
26 reimbursement had been submitted to the California Office of
27 Emergency Services, with Mr. Leitenbauer hoping for a response
28 within the next few weeks. He advised that the insurance claim had
been denied due to a policy clause and the long term nature of the
damage. Mr. Leitenbauer countered that the damage was caused by an
event and the insurance will accept an appeal on this basis. He added
that a hardship application may be filed with the Office of Public
Instruction.

Mr. Leitenbauer summarized that the asbestos and lead must be
cleared, the building stabilized before winter, and roof and final repairs
need to be made to the building. He explained that \$100,000 had been
budgeted for the Bear Valley facility. Mr. Phil Hendrix, Facilities
Consultant, added that repair planning was continually developing and
would need to be presented to the Division of State Architect.

9. ACTION ITEMS

A. Unfinished Business

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1. Discussion and first reading of CSBA recommended policies and minor revisions

Motion Passed: Motion to waive second reading and approve CSBA recommended policies and minor revisions to include Board directed revisions and hold over BP 4157.1/4257.1/4357.1 Work-Related Injuries and AR 6143 Courses of Study to a future meeting.

Polled vote: 5 ayes, unanimous. Passed with a motion by Tony Holdridge and a second by Amy Mecak.

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

Minutes:
The Board discussed revisions to various policies and pulled BP 4157.1/4251.7/4357.1 Work Related Injuries and AR 6143 Courses of Study to be held over to the next meeting.

- a. BP/AR 3311 Bids
- b. BP/AR 3311.1 Uniform Public Construction Cost Accounting Procedures
- c. AR 3311.2 Lease-Leaseback Contracts
- d. AR 3311.3 Design-Build Contracts
- e. AR 3311.4 Procurement of Technological Equipment
- f. AR 3543 Transportation Safety and Emergencies
- g. BP/AR 4030 Nondiscrimination in Employment
- h. BP/AR 4119.11/4219.11/4319.11 Sexual Harassment
- i. BP 5030 Student Wellness
- j. AR 5111.1 District Residency
- k. BP 5116.2 Involuntary Student Transfers
- l. BP/AR 5141.21 Administering Medication and Monitoring Health Conditions
- m. BP 6146.1 High School Graduation Requirements
- n. BP/AR 6154 Homework/Makeup Work
- o. BP/AR 6164.6 Identification and Education Under Section 504
- p. AR 6173.3 Education for Juvenile Court School Students
- q. BB 9240 Board Training
- r. BB 9323 Meeting Conduct
- s. BP 3470 Debt Issuance and Management
- t. BP 0410 Nondiscrimination in District Programs and Activities
- u. BP 0420.41 Charter School Oversight
- v. BP 4151/4251/4351 Employee Compensation
- x. AR 5125.3 Challenging Student Records

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- y. AR 5148 Child Care Development
- z. AR 5148.3 Preschool/Early Childhood Education
- aa. BP 6142.4 Service Learning/Community Service Classes
- bb. BP 6142.94 History-Social Science Instruction
- dd. BP/AR/E(1)/E(2) 6173 Education for Homeless Children
- ee. BP/AR 6185 Community Day School
- ff. E(1) 9323.2 Actions by the Board

B. New Business

1. Approve long term leave of absence request from Joe Voss for the 2017-2018 school year

Motion Passed: Polled vote: 5 ayes, unanimous. Passed with a motion by Tony Holdridge and a second by Rachael Brothers.

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

2. First reading and approval of CSBA recommended AR 4112.4/4212.4/4312.4 Health Examinations

Motion Passed: Motion to waive second reading and approve AR 4112.4/4212.4/4312.4 Health Examinations.

Polled vote: 5 ayes, unanimous. Passed with a motion by Amy Mecak and a second by Geoff Ellis.

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

3. First reading, review, and possible change to language in BP 3312 Contracts

Minutes:
Item stricken from agenda.

4. Discussion and approve Board Group Benefit Plan Choices with an effective date of October 1, 2017

Motion Passed: Motion to approve Board Group Benefit Plan Choices with the following revisions, effective October 1, 2017:

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Plan 8, Rx-C to replace plan 8, Rx-B
Delta Dental 3-tier rate to replace composite rate
Vision Services Plan 2-tier rate to replace composite rate

Polled vote: 4 ayes (Brothers abstain). Passed with a motion by Amy Mecak and a second by Tony Holdridge.

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

5. Approve hiring asbestos consultant to create bid document request for asbestos removal from Bear Valley School

Motion Passed: Polled vote: 5 ayes, unanimous. Passed with a motion by Tony Holdridge and a second by Amy Mecak.

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

6. Approve hiring consultant to create bid document request for stabilizing Bear Valley School for future improvements

Motion Passed: Polled vote: 5 ayes, unanimous. Passed with a motion by Tony Holdridge and a second by Geoff Ellis.

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

7. Approve \$20,000 increase to Miscellaneous Hourly Services Agreement between District and Consultant Phil H. Hendrix, dba Owners Representative and Consulting Associates; amended contract amount \$30,000

Motion Passed: Polled vote: 5 ayes, unanimous. Passed with a motion by Amy Mecak and a second by Geoff Ellis.

Yes Rachael Brothers
Yes Clint Celio
Yes Geoff Ellis
Yes Tony Holdridge

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Yes Amy Mecak

8. Approve the request to advertise, hire, and updated job description for Academic, Career and Personal/Social Development Counselor

Motion Passed: Motion to approve and include, "Follow standards for the California School Counselor Profession," in the job description.

Polled vote: 5 ayes, unanimous. Passed with a motion by Tony Holdridge and a second by Geoff Ellis.

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

Minutes:

It was the consensus of the Board to add the following language to the Academic, Career, and Personal/Social Development Coordinator:

Follow standards for the California School Counselor Profession

Trustee Brothers advised on being aware of the standards for the counselor position and recommended aligning the job description to the standards.

9. Approve the request to advertise and hire for the following positions for the 2017-2018 school year:

- Up to four (4) Walk On Coaches (temporary)**
- Two (2) Instructional Aides**
- Expanded Learning Program Tutor (temporary)**
- Cafeteria Manager/Cook**

Motion Passed: Polled vote: 5 ayes, unanimous Passed with a motion by Tony Holdridge and a second by Amy Mecak.

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

10. Approve the public employee employment of:

- Julie Rysdam, Cafeteria Manager/Cook, 0.76 FTE**
- Cortney Harrington, Teacher, 1.00 FTE**

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Aubrey Trevett, Teacher, 1.00 FTE

Motion Passed: Polled vote: 5 ayes, unanimous. Passed with a motion by Rachael Brothers and a second by Tony Holdridge.

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

Minutes:
Ms. Carole Romanowitz, Teacher, spoke in support of Aubrey Trevett. Superintendent Traynor advised the Board the After School Program Teacher/Coordinator would also be advertised.

11. Discussion and possible action on response to 2016-2017 Alpine County Grand Jury Report

Minutes:
It was the consensus of the Board to hold over the discussion and possible action on response to the 2016-2017 Alpine County Grand Jury Report to the September meeting.

12. Review and approve the Governance Handbook

Minutes:
It was the consensus of the Board to hold over review and approve the Governance Handbook to the September meeting.

13. Approve Resolution D17-18-02: Resolution to Allow Board Members to be paid for Non-Attendance per EC 35120 for the August Board Meeting

Minutes:
Item 9.B.13. was not needed nor acted on.

10. OTHER REPORTS

11. INFORMATION/DISCUSSION ITEMS

A. Diamond Valley Elementary School Parent Guide Positive Behavioral Interventions and Supports (PBIS)

12. HEARING OF THE PUBLIC

Minutes:
Ms. Romanowitz requested an analysis of staff turnover. President Celio declined and suggested reviewing what could have been done better. He also welcomed

1 suggestions on agenda items regarding board policy and budget impact.

2 **13. SUGGESTED ITEMS FOR FUTURE AGENDA**

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

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

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

7 **C. Closed Session**

8 Minutes:

9 The meeting was convened into closed session at 8:35 p.m.

10 **1. Conference with Legal Counsel - One Anticipated Litigations**
11 **Significant Exposure to Litigation Pursuant to Subdivision (b) of**
12 **Government Code Section 54956.9**

13 **2. Conference with Labor Negotiator per Government Code**
14 **54957.6**

15 **a. Employee Organization: Alpine County Teachers**
16 **Association**

17 **b. Unrepresented Employees: ACUSD Classified Employees**
18 **Organization**

19 **3. Public Employee Performance Evaluation per Government**
20 **Code 54957 and 54957.6**

21 **a. Title: Classified employees**

22 **4. Public Employee Employment per Government Code 54957**

23 **a. Title: Certificated Employees**

24 **b. Title: Classified Employees**

25 **5. Discussion of Student Matters per Education Code 35146**

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

27 Minutes:

28 The meeting was reconvened into open session at 8:50 p.m. President Celio announced no action had been taken.

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E. Public Comment on Action Taken in Closed Session

15. ADJOURNMENT

Motion Passed: Polled vote: 5 ayes, unanimous. Passed with a motion by Tony Holdridge and a second by Amy Mecak.

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

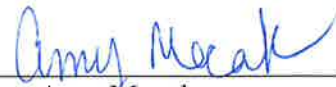
Minutes:
The meeting was adjourned at 8:51 p.m.

Respectfully submitted:

Approved by:



Patrick Traynor, Ph.D.
Superintendent



Amy Mecak
Clerk of the Board