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BOARD MEETING

**ALPINE COUNTY UNIFIED SCHOOL DISTRICT BOARD OF TRUSTEES**

5:30 PM, September 12, 2017

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

**Attendance Taken at 5:40 PM:**

Present:

Rachael Brothers

Clint Celio

Jenny Goldstein

Tony Holdridge

Mr. Klaus Leitenbauer

Amy Mecak

Dr. Scott Smith

Dr. Patrick Traynor

Absent:

Geoff Ellis

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

Minutes:

President Celio called the meeting to order at 5:40 p.m.

**A. Agenda Approval**

**Motion Passed:** The agenda was approved as amended:

New Business Action Item 14. Discuss and possible action regarding Board training budget and expenditures in accordance with BB 9240 Board Development moved to end of New Business Action Items

Passed with a motion by Amy Mecak and a second by Rachael Brothers.

Yes Rachael Brothers

Yes Clint Celio

Absent Geoff Ellis

Yes Tony Holdridge

Yes Amy Mecak

Minutes:

President Celio discussed the timing and process of agenda preparation.

**2. CLOSED SESSION ITEMS**

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

**1. Conference with Legal Counsel - One Anticipated Litigation; significant exposure to litigation pursuant to subdivision (b) of Government Code 54956.9**

**2. Public Employee Employment per Government Code 54957**

**a. Title: Walk On Coach - Temporary**

**b. Title: Instructional Aide**

**c. Title: Academic Career Personal/Social Development Counselor**

**d. Title: BTSA Provider**

**e. Title: Certificated employee**

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

**a. Title: Superintendent**

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

**C. Closed Session**

Minutes:

The meeting was adjourned into closed session at 5:42 p.m. Trustee Holdridge arrived during closed session.

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

Minutes:

The meeting was reconvened into open session at 6:00 p.m. President Celio announced no action had been taken.

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**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:** The consent agenda was approved as amended:

Item E. Approve public employee employment of Eleanor Moore to serve as BTSA Provider stricken

Item C. Monthly Warrants pulled

Item G. Approve the request to advertise and hire for the following positions for the 2017-2018 school year: After School Program Teacher/Coordinator, Student Council Advisor - Temporary, Advanced Learner Program Coordinator - Temporary pulled

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. Regular Board Meeting minutes of August 8, 2017**

**C. Monthly Warrants**

**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:  
Trustee Brothers requested the 2017 Summer Academy field trip expenses

1 charged to the District be transferred to the County Office of Education and  
2 credit card expense details.

3 **D. Approve Alpine Parents Group fundraiser requests at Diamond Valley**  
4 **Elementary School for 2017-2018**

5 **E. Approve public employee employment and personnel changes -**  
6 **recommendations to hire, accept resignations, temporary work hour**  
7 **revisions**

8 **F. Approve job description for Student Council Advisor - Temporary,**  
9 **Advanced Learner Program Coordinator - Temporary**

10 **G. Approve the request to advertise and hire for the following positions**  
11 **for the 2017-2018 school year:**

12 **After School Program Teacher/Coordinator,**

13 **Student Council Advisor - Temporary,**

14 **Advanced Learner Program Coordinator - Temporary**

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

17 Yes Rachael Brothers

18 Yes Clint Celio

19 Absent Geoff Ellis

20 Yes Tony Holdridge

21 Yes Amy Mecak

22 **H. Approve travel request for Dr. Patrick Traynor, Superintendent, to**  
23 **attend the 2018 CISC Leadership Symposium from February 21 through**  
24 **February 23, 2018 being held in Monterey, CA**

25 **I. Approve travel request for Dr. Patrick Traynor, Superintendent, to**  
26 **attend the 96th Annual CERA Conference from November 29 through**  
27 **December 1, 2017 being held in Anaheim, CA**

28 **J. Annual review of BP/AR 6145 Extracurricular and Cocurricular**  
Activities

## 7. COMMUNICATIONS

A. 2017-2018 Local Control Accountability Plan revisions

B. Diamond Digest, September 2017

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## 8. ADMINISTRATIVE REPORTS

### A. Superintendent's Report

Minutes:

Dr. Patrick Traynor, Superintendent stated in the District Superintendent's report, he combined the District and County reports and presented them during the District Board meeting.

#### 1. California Assessment of Student Performance and Progress (CAASPP) results

Minutes:

Superintendent Traynor presented to the Board an internal analysis of the California Assessment of Student Performance and Progress (CAASPP) Smarter Balanced Assessment Consortium (SBAC) results as part of the Local Education Agency (LEA) plan evaluation. He said that the District and County Office of Education's plan is to complete the LCAP addendum and have it serve as the LEA Plan in the future.

#### 2. Summer Academy Evaluation

Minutes:

The Summer Academy Evaluation was presented immediately after reconvening from the first closed session. Several students that attended the Summer Academy presented to the Board highlights and results of the 2017 Summer Academy in relation to four (4) state priorities addressed during the Academy for the Local Control Accountability Plan (LCAP), an overview of daily activities, and performance measures. The students presented on state priorities, curriculum including computer assisted instruction, recreation, Friday Fun day activities, pretest and post-test results of Academy attendees and non-attendees, attendance, and student survey data.

The students thanked the Board for their support of the Summer Academy.

### B. Principal's Report

Minutes:

Dr. Scott Smith, Principal/Director of Student Services, reported to the Board Back to School Night would be held on Thursday and several students were participating in cross country. He further reported that a sufficient number of students were interested to form a basketball team and they would be contacting the TahNeva league.

#### 1. 2016-2017 Discipline Report per BP 5144 Discipline

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Minutes:

Dr. Smith reported to the Board that the Positive Behavior Interventions and Supports (PBIS) framework was utilized during the 2016-2017 school year. Disciplinary action includes warnings, reflection, rest time and areas, restitution, counselling, parental contact, supervision, and contact with law enforcement. He cited increasing communication with parents/guardians and staff regarding disciplinary action per the LCAP, which has been implemented this school year.

## **2. Parent Climate Survey Results**

Minutes:

Dr. Smith reported to the Board on the 2016-2017 Parent Climate Survey results. He referenced the LCAP Goal 3 Parental Involvement metric measured by the results of the Parent Climate Survey. The 2016-2017 results showed 61% of parents agreeing or strongly agreeing regarding the school's process for parental involvement. The goal for 2017-2018 is an aggregate result of 75%. Dr. Smith advised the Board that the survey results were available on the District website.

Dr. Smith explained that a committee was formed last year to discuss the survey resulting in revising the parent compact with plans to reform the committee this year. He advised the Board that the discipline matrix had been modified, a PBIS handbook had been developed and distributed to parents, and PBIS training was provided to all staff during this year's Back to School employee orientation.

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

Minutes:

Klaus Leitenbauer, Business Manager stated in the District Business Manager's report he combined the District and County reports and presented them during the District Board meeting. He provided a PowerPoint presentation comparing the 2016-2017 budgets and unaudited actuals, 2017-2018 budget revisions, business office structure, and Bear Valley School stabilization.

Mr. Leitenbauer reviewed the District and County 2016-2017 budgets and unaudited actuals noting the projected District ending general fund deficit of \$186,627 and actual ending fund balance of \$87,887 surplus and projected County ending general fund balance of \$60,987 surplus and actual ending fund balance of \$235,000 surplus. He discussed deferred maintenance expenditures for capital projects completed in 2016-2017 including boiler repairs and the ventilation system retrofit. Mr. Leitenbauer explained that District and County revenues were under budgeted and expenditures were less than estimated, which has occurred historically. Budget revisions will include reducing the music teacher and half of the Business Manager and Superintendent salaries moving to the County, which will reduce the District

1 deficit and increase the County deficit. He advised he will require time to  
2 complete analysis of other classified salaries and budget review.

3 Mr. Leitenbauer reviewed the current business office staffing and future  
4 considerations for training and modifying existing job descriptions. He  
5 discussed departments supervised by the business office and consulting  
6 services.

6 Mr. Leitenbauer updated the Board on the pending insurance claim appeal for  
7 damage to the Bear Valley School and up to \$13,000 in needed roof repairs.  
8 Mr. Andy Flies of Aspen Street Architects, Inc. advised the Board on the  
9 testing, repairs, and time frame to repair the Bear Valley School building.  
10 Repairs will be addressed as discovered and he anticipated a one year process  
11 during which an application will be submitted to Department of the State  
12 Architect. Mr. Flies recommended replacing the siding and installing a new  
13 metal roof. He also advised the first increment will be addressing the structure  
14 and the second to provide ADA (American Disabilities Act) upgrades.

## 12 9. ACTION ITEMS

### 13 A. Unfinished Business

#### 14 1. Discussion and possible action on response to 2016-2017 Alpine 15 County Grand Jury Report

16 Minutes:

17 Trustee Brothers recommended Superintendent Traynor also sign the  
18 response letter and requested clarification on the option selection for  
19 following the Grand Jury recommendations. She expressed her  
20 discomfort with signing the letter.

#### 21 2. Review and approve the Governance Handbook

22 Minutes:

23 The Board discussed handbook sections regarding developing the  
24 agenda, meeting times, and aligning the handbook and Board bylaws.  
25 President Celio expressed his desire to address the items and develop a  
26 process before the next meeting.

#### 27 3. Discussion, second reading, and approval of BP/AR 28 4157.1/4257.1/4357.1 Work Related Injuries (BP for deletion) and AR 6143 Courses of Study

Minutes:

It was the consensus of the Board to hold over the second reading and  
approval of the policies to the next meeting.

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**B. New Business**

**1. Approve the Alpine County Unified School District Unaudited Actuals, Unrestricted and Restricted Financial Reports for the 2016-2017 fiscal year**

**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

**2. Public Hearing to take input on Public Disclosure Document of Collective Bargaining Agreement with the Alpine County Teachers Association for July 1, 2017 to June 30, 2019**

**Motion Passed:** Motion to open the public hearing. 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

**Motion Passed:** Motion to close the public hearing. 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:

President Celio opened the public hearing. There were no comments from the public present. President Celio closed the public hearing.

**3. Approve Public Disclosure of Collective Bargaining Agreement with the Alpine County Teachers Association, ACUSD Classified Employee Organization, Confidential, and Management staff for July 1, 2017 to June 30, 2019**

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

- Yes Rachael Brothers
- Yes Clint Celio
- Absent Geoff Ellis



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Yes Tony Holdridge  
Yes Amy Mecak

**4. Approve Agreement with the Alpine County Unified School District Classified Employee Organization for July 1, 2017 to June 30, 2018**

**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

**5. Approve the request for Classified Confidential, Classified Senior Management, Classified Management, and Certificated Administrative staff for July 1, 2017 to June 30, 2018 stipulating a 2.35% salary schedule increase and reestablishing the temporary health benefits cap to \$40.00 per month**

**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

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

**Motion Passed:** Passed with a motion by Amy Mecak and a second by Rachael Brothers.

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

**7. Call for nominations for CSBA Directors-at-Large**

Minutes:  
President Celio opened the floor to nominations for the CSBA Directors-at-Large. No nominations were made by the Board. President Celio closed the floor to nominations.

**8. Discussion and first reading of AR 4151 Salary Guides**

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**Motion Passed:** Motion to approve AR 4151 Salary Guides. 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

**9. Public Hearing to take input on 2017-2018 Pupil Textbook and Instructional Materials Sufficiency**

**Motion Passed:** Motion to open the public hearing. 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

**Motion Passed:** Motion to close the public hearing. 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:  
President Celio opened the public hearing. There were no comments from the public present. President Celio closed the public hearing.

**10. Approve Resolution No. D17-18-04: Resolution Regarding Sufficiency of Textbooks or Instructional Materials**

**Motion Passed:** Polled vote: 4 ayes, 1 absent (Ellis). 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

**11. Approve Resolution No. D17-18-03: Resolution for adopting the GANN Limit pursuant to Government Code 7902.1**

**Motion Passed:** Polled vote: 4 ayes, 1 absent (Ellis). Passed with a motion by Tony Holdridge and a second by Rachael Brothers.  
Yes Rachael Brothers

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

**12. Approve Resolution No. D17-18-05: Resolution for Designation of Impact Aid Representative**

**Motion Passed:** Polled vote: 4 ayes, 1 absent (Ellis). 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

**13. Discussion and possible action regarding District goals and staff retention**

Minutes:

Trustee Brothers spoke on public feedback and the cost of staff turnover, academic achievement, and hiring qualified staff. She recommended including language in District goal 1 regarding retaining and valuing staff and the Strategic Planning Committee developing core beliefs while working on the Board mission and vision.

**14. Discussion and possible action regarding Board training budget and expenditures in accordance with BB 9240 Board Development**

Minutes:

Trustee Mecak mentioned the Board training budget and proposed attending the SSSA (Small School District Association) February conference for two days. She expressed her desire for development of what Board governance training should be.

**15. Approve Agreement for Independent Services with Frank Benvenuto for Music Consulting services for up to eight (8) hour per week for the 2017-2018 school year**

**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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Minutes:  
Trustee Mecak requested information on how the Music Consultant services would be utilized.

**16. Discuss and approve salary step change for certificated employee**

Minutes:  
It was the consensus of the Board not to approve a salary step change nor take action on item 9.B.16. President Celio discussed the employee matters process going to the Superintendent prior to being presented to the Board. He advised he and Dr. Traynor would respond to the employee.

**17. Approve Resolution No. D17-18-02: Resolution to Allow Board Members to be paid for Non-Attendance per EC 35120 for the September Board Meeting**

**Motion Passed:** Polled vote: 4 ayes, 1 absent (Ellis). 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

**10. OTHER REPORTS**

**11. INFORMATION/DISCUSSION ITEMS**

**12. HEARING OF THE PUBLIC**

Minutes:  
Ms. Amber Bill, Woodfords Indian Education Center Director, advised the Board of Native American students attending the Early Learning Center were falling behind in Kindergarten citing their alphabet and counting skills. She was concerned with the homework load and did not feel more homework would serve to close the achievement gap. Ms. Bill expressed her hope for the counselor to assist with first and second grade. She conveyed parent suggestions to reduce VAPA (Visual and Performing Arts) time and increasing intervention.

REVISED  
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BOARD  
APPROVAL  
10/10/2017  
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**13. SUGGESTED ITEMS FOR FUTURE AGENDA**

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

**Motion Passed:** Motion to continue the meeting to 10:00 p.m. Passed with a motion

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by Rachael Brothers and a second by Amy Mecak.  
Yes Rachael Brothers  
Yes Clint Celio  
Absent Geoff Ellis  
Yes Tony Holdridge  
Yes Amy Mecak

Minutes:  
President Celio recommended a motion to continue the meeting to 10:00 p.m.

**Motion Passed:** Passed with a motion by Rachael Brothers and a second by Amy Mecak.

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

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

**1. Conference with Legal Counsel - One Anticipated Litigation; significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9**

**2. Public Employee Employment per Government Code 54957**

**a. Title: Walk On Coach - Temporary**

**b. Title: Instructional Aide**

**c. Title: Academic Career Personal/Social Development Counselor**

**d. Title: BTSA Provider**

**e. Title: Certificated employee**

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

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

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

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

**a. Title: Superintendent**

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

**C. Closed Session**

Minutes:

The meeting was convened into closed session at 8:40 p.m.

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

Minutes:

The meeting was reconvened into open session at 9:20 p.m. President Celio announced no action had been taken.

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

**15. ADJOURNMENT**

**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:

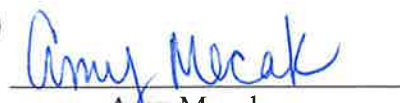
The meeting was adjourned at 9:20 p.m.

Respectfully submitted:

Approved by:



Patrick Traynor, Ph.D.  
Superintendent



Amy Mecak  
Clerk of the Board