

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28

BOARD MEETING

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

5:30 PM, May 09, 2017

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

Teleconferencing/Videoconferencing

Perry Walther Building, 325 Creekside Drive, Bear Valley, CA 95223

**Attendance Taken at 5:31 PM:**

Present:

Rachael Brothers  
Clint Celio  
Geoff Ellis  
Jenny Goldstein  
Tony Holdridge  
Amy Mecak  
Dr. Scott Smith  
Dr. Patrick Traynor  
Cheri Warrell

Other Staff in Attendance:

AnnaMaria Coletti  
Jackie Blaha  
Joe Voss  
Katie Johnston  
Carole Romanowitz

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

Minutes:

President Celio called the meeting to order at 5:31 p.m.

The Agenda was approved with the following revisions:

New Business item 9.B.3. Review and discuss the College and Career Readiness Plan 2016-2019 was stricken from the agenda and would be included on the Alpine County Office of Education agendas for the June meetings.

**A. Agenda Approval**

**Motion Passed:** The Agenda was approved as amended. Passed with a

1 motion by Tony Holdridge and a second by Rachael Brothers.

2 Yes Rachael Brothers

3 Yes Clint Celio

4 Yes Geoff Ellis

5 Yes Tony Holdridge

6 Yes Amy Mecak

7 **2. CLOSED SESSION ITEMS**

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

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

10 **C. Closed Session**

11 Minutes:

12 The meeting was convened into closed session at 5:37 p.m.

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

14 **Based on existing facts and circumstances, the legislative body of  
the local agency has decided to initiate or is deciding whether to  
initiate litigation pursuant to Subdivision (d) of Government Code  
Section 54956.9**

15 **A point has been reached where, in the opinion of the legislative  
body of the local agency on the advice of its legal counsel, based on  
existing facts and circumstances, there is a significant exposure to  
litigation against the local agency**

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

17 **a. Title: Classified Employees**

18 **b. Title: Certificated Employees**

19 **c. Title: Superintendent**

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

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

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28

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

**4. Public Employee Employment or Appointment per Government Code 54957**

**a. Title: Business Manager**

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

Minutes:

The meeting was reconvened into open session at 6:15 p.m. President Celio announced the Board took action to reject a claim for a Federal Express driver that suffered a work related injury.

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

Minutes:

There were no comments from the public present on action taken in closed session.

**3. HEARING OF THE PUBLIC**

Minutes:

Ms. Lauren Schimke, Bear Valley resident, inquired why Bear Valley was not included on the agenda. President Celio explained there was no action to be taken on Bear Valley. He advised Ms. Schimke topics regarding Bear Valley could be discussed during the Business Manager's report.

**4. PRESENTATIONS**

**A. Alpine County Health and Wellness Coalition's Collaborative Work and Priority Areas presented by Erin Dobyns, Alpine County Public Health Educator**

Minutes:

Ms. Erin Dobyns, Alpine County Public Health Educator, provided a PowerPoint presentation on the Alpine County Health and Wellness Coalition's Collaborative Work and Priority Areas.

Ms. Dobyns introduced Ms. Misty Dee, the Alpine County Alcohol and Other Drug Program Specialist and coalition co-facilitator.

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28

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

**A. Parent Involvement Policy and Practices**

Minutes:  
Dr. Smith, Principal/Director of Student Services, presented the Parent Involvement Policy and Practices. He explained evaluation of the policy and Student-Family-Staff compact began in January through outreach to stakeholders. The compact and policy were revised based on stakeholder input.

**6. CONSENT AGENDA ITEMS**

**A. Consent Agenda Approval**

**Motion Passed:** 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 April 11, 2017**

**C. Board Workshop Meeting minutes of April 14, 2017**

**D. Monthly Warrants**

**E. Ratify 2017-2018 Service Agreement with Center for Hearing Health for student hearing screenings**

**F. Travel request for Superintendent Traynor to attend the CCSESA General Membership Meeting being held in Carlsbad, CA during June 25-27, 2017**

**G. Discarded Book List as of May 4, 2017**

**7. COMMUNICATIONS**

**A. Diamond Digest, May 2017**

**B. Notification of school graduation dates and times**

**8. ADMINISTRATIVE REPORTS**

**A. Superintendent's Report**

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28

Minutes:

Dr. Patrick Traynor, Superintendent, stated he was combining the District and County Superintendent's reports and the Business Manager's report under the District Superintendent's report. He reported to the Board that a Facilities Advisory Committee meeting would be held on May 11 to review an energy retrofit proposal and potential rebate from Liberty Utilities and provide an update on Bear Valley School. He reported a draft of the Local Control Accountability Plan (LCAP) had been presented to the Alpine Parents Group and the LCAP Parent Advisory Committee and the draft was posted on the website. Superintendent Traynor further reported that he and Ms. Cheri Warrell, Learning Center Director/Grants Coordinator, reviewed grant proposals for the Scaled Up Multi-Tiered Systems of Supports with plans to apply for the grant during the second cohort. He advised the Board that preparations for the Summer Academy were underway.

Superintendent Traynor reported that during the interim period without a business manager, business office functions have been divided amongst District and County employees, Terri Ryland (Ryland School Business Consulting) staff members, and the offices of education for Mono, Inyo, El Dorado, and San Bernardino counties. He explained this would be a temporary arrangement until a Business Manager is hired. President Celio recognized that the LCAP, budget, and Business Office reorganization and hiring would be occurring simultaneously. Trustee Holdridge expressed the need for the entire Board to be involved in hiring. Trustee Mecak mentioned having a new Business Manager involved in the Business Office reorganization.

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

Minutes:

Dr. Scott Smith, Principal/Director of Student Services, reported the 8th grade students would be touring Douglas High School and the 6th-8th grade field trip to the Marin Headlands and San Francisco. He wished to thank the Alps House Cafe and Raddich Construction for the hawk design on the fence. Dr. Smith further reported that the SBAC (Smarter Balanced Assessment Consortium) assessments had begun and would be completed by the following week. He reported a dunk tank would be set up to reward students for effort and increased correct answers. He added he and teachers will be participating.

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

Minutes:

This item was discussed during the Superintendent's report.

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28

**9. ACTION ITEMS**

**A. Unfinished Business**

**1. 2017-2018 District Budget status summary and review**

Minutes:  
Superintendent Traynor reviewed the 2017-2018 District Budget Summary, revenue sources and amounts, and expenditures. He reviewed the budget impact of various operating scenarios previously presented to the Board Budget representatives and employee groups.

Superintendent requested Board direction on combining classes, charging Busy Bear's early learning program for use of the Bear Valley School and how much or not at all, and should the District offer a driving instructor. Trustee Mecak and Ms. Schimke discussed contacting Busy Bears to determine what they could afford. President Celio requested a determination of opening and operating costs to calculate a tenant's prorated cost be brought to the Board.

Superintendent Traynor advised the Board that Mr. Don Jardine requested the Board consider offering a driving instructor. Trustee Brothers explained that a driving instructor is not locally available for Alpine County teenagers. The Board concurred the District would not offer a driving instructor.

Superintendent Traynor discussed combining classes for low enrollment grades and advised of the possibility of combining one class, excluding the Transitional Kindergarten and Kindergarten combo, next year. President Celio requested Superintendent Traynor and Dr. Smith work with staff and make a recommendation to the Board. Trustee Brothers requested more discussion on other options.

**B. New Business**

**1. Open the Public Hearing for the 2017-2018 Local Control Accountability Plan (LCAP)**

**Motion Passed:** Motion to open the Public Hearing for the 2017-2018 Local Control Accountability Plan (LCAP). 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

**Motion Passed:** Motion to close the Public Hearing for the 2017-2018

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28

Local Control Accountability Plan (LCAP). 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

Minutes:

Superintendent Traynor updated the Board on the LCAP progress including revisions to the state template, meetings with parent groups, pending incorporation of feedback from the California Department of Education into the document, and he thanked the Strategic Planning Committee representatives Mecak and Brothers for their support in gathering more information from the community.

Trustee Mecak discussed the summary of LCAP revisions she and Trustee Brothers created for guidance. Trustee Brothers questioned what approaches would be different for focus student groups citing intervention and professional development. She also questioned the focus and role of the School Counselor in improving school climate. Trustee Mecak referenced professional development sections in the LCAP and Ms. AnnaMaria Coletti, Teacher, questioned if professional development was an individual or group goal. Mr. Voss thanked the Strategic Planning Subcommittee members and administration for their efforts and inquired about the impact of and input on the LCAP. Ms. Jenny Goldstein, Human Resources and Administrative Services Coordinator, provided a brief overview of the LCAP document structure. Trustee Mecak encouraged the public to view the document and provide any questions and concerns. She requested clarity on the role of the Facilities Advisory Committee and Trustee Brothers suggested including reference to the MTSS and SUMS (Scaling Up Multi-tiered System of Supports) initiative; 21st Century Learning Skill; College and Career Readiness; and Growth, Mindset, and Grit to address future grant funding. President Celio suggested creating an executive summary and tying in the budget to make the LCAP more usable. Trustee Brothers mentioned use of infographics. Superintendent Traynor again thanked Trustees Mecak and Brothers for their community outreach and input.

**2. Approve the Douglas County School District /Alpine County Unified School District Interstate Attendance Agreement (Border District Tuition Agreement); Effective date July 1, 2017**

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

- Yes Rachael Brothers
- Yes Clint Celio

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28

- Yes Geoff Ellis
- Yes Tony Holdridge
- Yes Amy Mecak

**3. Review and discuss the College and Career Readiness Plan 2016-2019**

Minutes:  
Item was stricken from the agenda.

**4. Review and approve Miscellaneous Hourly Services Agreement for Philip H. Hendrix dba Owners Representative and Consulting Associates for services related to planning, oversight of the District's Prop 39 Project, Bear Valley Maintenance Projects, and miscellaneous facilities services**

**Motion Passed:** 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:  
Superintendent Traynor explained Business Consultant Terri Ryland recommended contracting with Mr. Phil Hendrix to oversee the Proposition 39 application due August 1st, Bear Valley School Valley projects, and other miscellaneous facilities services. Trustee Mecak expressed concern of managing projects out of the area and Superintendent Traynor advised that Mr. Hendrix would work with subcontractors and he had previously worked for the District. He further explained that work would include items addressed in the architect's report. President Celio surmised Mr. Hendrix would provide project manager services and the District would have to enter into contracts with subcontractors.

**5. Review and approve the Governance Handbook**

**Motion Passed:** 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:  
Trustee Mecak reviewed the revisions made to the Governance



1 Handbook and Trustee Holdridge suggested the Board continue to  
2 revise the handbook. President Celio encouraged the Board to review  
3 the handbook and to put the item on the agenda within the next three  
4 months.

#### 5 **6. Approval of the 2017 Authorized Agents**

6 **Motion Passed:** Passed with a motion by Tony Holdridge and a  
7 second by Geoff Ellis.

8 Yes Rachael Brothers

9 Yes Clint Celio

10 Yes Geoff Ellis

11 Yes Tony Holdridge

12 Yes Amy Mecak

#### 13 **7. Review and revise Business Manager job description**

14 Minutes:

15 Trustee Holdridge suggested continuing with other county offices of  
16 education handling the daily Business Office duties if possible. The  
17 Board reviewed the job description and suggested various revisions.  
18 President Celio expressed it may be premature to revise the job  
19 description before addressing reorganization of the Business Office.

20 No action taken.

#### 21 **8. Approve Resolution D 16-17-12: Resolution to Allow Board 22 Members to be paid for Non-Attendance per EC 35120 for the 23 May Board Meeting**

24 Minutes:

25 Item 8 was not needed nor acted on.

### 26 **10. OTHER REPORTS**

### 27 **11. INFORMATION/DISCUSSION ITEMS**

#### 28 **A. Land donation from Victor and Bonita Warren, Warren Family Trust**

Minutes:

Superintendent Traynor explained that the Warrens would like to donate a Markleeville lot to the District and their support of the District selling the lot if there was no need for the land. He advised the costs would be associated with accepting the lot such as title, escrow, and attorney fees. President Celio expressed his appreciation for the family's willingness to donate the lot, directed Superintendent Traynor to continue researching the donation, and to provide a recommendation to the Board.

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28

**B. Discuss Board President Appointments and points of contact for Committees**

Minutes:

President Celio stated it would be helpful to identify the committee points of contact and clarified that Board representatives sit on District committees. He requested Superintendent Traynor advise the Board of the current and interim committee chairs. Trustee Mecak clarified the tasks and policy requirements of the Strategic Planning Subcommittee and the role of the Superintendent's Evaluation Committee. President Celio requested the committees be posted online.

**C. Discuss Driving School Instructor Licensing and Driving Instruction Program**

Minutes:

This item was discussed during the Superintendent's report.

**12. HEARING OF THE PUBLIC**

Minutes:

Ms. Katie Johnston, Classified Employee Group Representative, advised the Board that they had no proposal from their negotiations and provided the Board a revised letter focusing on the group's requests.

Mr. Joe Voss, Teacher, stated he enjoyed teaching 3rd grade and said that although he was not confident his students performed well on the SBAC exams, he was certain his students had made growth reflected in them as a person and their character. He discussed the budget, lack of staff support and appreciation, and looking at the whole student and their participation in programs. Mr. Voss mentioned an employee leaving the District, uncertainty of staff returning next year, and needed direction from the Board and administration. He stated it was a fantastic year with growth citing the 7th and 8th grade split which should be considered in the future and thanked the Board for their discussion and attention to detail.

**13. SUGGESTED ITEMS FOR FUTURE AGENDA**

**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  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28

Minutes:

The meeting was convened into closed session at 8:33 p.m.

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

Based on existing facts and circumstances, the legislative body of the local agency has decided to initiate or is deciding whether to initiate litigation pursuant to Subdivision (d) of Government Code Section 54956.9

A point has been reached where, in the opinion of the legislative body of the local agency on the advice of its legal counsel, based on existing facts and circumstances, there is a significant exposure to litigation against the local agency

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

**a. Title: Classified Employees**

**b. Title: Certificated Employees**

**c. Title: Superintendent**

**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 Employment per Government Code 54957**

**a. Title: Business Manager**

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

Minutes:

The meeting was reconvened into open session at 9:09 p.m. President Celio announced no action had been taken.

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

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28

**15. ADJOURNMENT**

**Motion Passed:** 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:  
The meeting was adjourned at 9:09 p.m.

Respectfully submitted:

Approved by:



Patrick Traynor, Ph.D.  
Superintendent



Amy Mecak  
Clerk of the Board