

1 BOARD MEETING

2 ALPINE COUNTY UNIFIED SCHOOL DISTRICT BOARD OF TRUSTEES

3 5:30 PM, November 14, 2017

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

5
6 **Attendance Taken at 5:42 PM:**

7 Present:

8 Rachael Brothers

9 Clint Celio

10 Erin Dobyms

11 Geoff Ellis

12 Jenny Goldstein

13 Tony Holdridge

14 Mr. Klaus Leitenbauer

15 Amy Mecak

16 Dr. Scott Smith

17 Dr. Patrick Traynor

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

21 Minutes:

22 President Celio called the meeting to order at 5:42 p.m.

23 Other staff in attendance:

24 Katie Johnston

25 Jackie Blaha

26 **A. Agenda Approval**

27 **Motion Passed:** Passed with a motion by Tony Holdridge and a second by
28 Geoff Ellis.

Yes Rachael Brothers

Yes Clint Celio

Yes Geoff Ellis

Yes Tony Holdridge

Yes Amy Mecak

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30 **2. CLOSED SESSION ITEMS**

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

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

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C. Closed Session

Minutes:

The meeting was adjourned into closed session at 5:43 p.m.

**1. Conference with Legal Counsel - One Existing Litigation;
subdivision (d) of Government Code 54956.9**

a. Name of Case: Case No. 16CECG01617

**2. Conference to review Superintendent's Performance Evaluation
per GC 54957 and GC 54954.5(e)**

3. Public Employee Employment per Government Code 54957

a. Title: Instructional Assistant - Temporary

b. Title: Fiscal Services Coordinator

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

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

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

D. Open Session - Call to Order

Minutes:

The meeting was reconvened into open session at 6:10 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

Minutes:

Trustee Brothers reported that the Strategic Planning Committee would be working with Superintendent Traynor on updating the committee's scope of work in preparing

1 the Local Control Accountability Plan (LCAP) and Board governance calendar.

2 **6. CONSENT AGENDA ITEMS**

3 **A. Consent Agenda Approval**

4 **Motion Passed:** Consent agenda was approved as amended with the
5 following items pulled for further discussion:

6 Item K. Approve Document Tracking Services Licensing Agreement for
7 School Accountability Report Card, Single Plan for Student Achievement,
8 Local Control Accountability Plan, and Local Education Plan preparation
web-based application; effective 11/1/17-10/30/18

9 Item M. Approve Right of Entry documents authorizing Liberty utilities to
10 install an additional anchor on existing power pole located on school grounds

11 Passed with a motion by Tony Holdridge and a second by Amy Mecak.

12 Yes Rachael Brothers

13 Yes Clint Celio

14 Yes Geoff Ellis

15 Yes Tony Holdridge

16 Yes Amy Mecak

17 **B. Regular Board meeting minutes of October 10, 2017**

18 **C. County Committee on School District Organization minutes of
19 October 10, 2017**

20 **D. Special Board meeting minutes of October 9, 2017**

21 **E. Monthly warrants**

22 **F. Travel request for Dr. Scott Smith, Principal; AnnaMaria Coletti,
23 Teacher; Kathy Curry, Special Education Teacher; and Kelsey Potorski,
24 School Counselor to attend the 15th International Conference on Positive
25 Behavior Support being held in San Diego, CA from March 28 through
26 March 31, 2018**

27 **G. Approve the public employee employment of Sarah Voss, Instructional
28 Assistant - Temporary, 0.58 FTE, classified salary schedule range 28,
effective October 18, 2017**

H. Approve Classified Confidential Salary Schedule extending to range 46

**I. Approve Fiscal Services Coordinator job description to be placed on
the Classified Confidential Salary Schedule, range 46**

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J. Approve request to advertise and hire Fiscal Services Coordinator

K. Approve Document Tracking Services Licensing Agreement for School Accountability Report Card, Single Plan for Student Achievement, Local Control Accountability Plan, and Local Education Plan preparation web-based application; effective 11/1/17-10/30/18

Motion Passed: 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:

Superintendent Traynor explained the function of the Document Tracking Services application in preparation of various required documents. Trustee Brothers suggested the district consider preparing the school safety plans using the application.

L. Travel request for Superintendent Traynor to attend the CCSESA General Membership Meeting being held in Monterey, CA during January 22-24, 2018

M. Approve Right of Entry documents authorizing Liberty Utilities to install an additional anchor on existing power pole located on school grounds

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:

Klaus Leitenbauer, Business Manager, explained that neighbors adjacent to the school grounds required power entailing an anchor be connected to a power pole located on school grounds with the right of entry allowing Liberty Utilities to install equipment on the school power pole. John Cassidy of Liberty Utilities explained that three wires would run from the school power pole to the next pole and an easement currently exists on the property. He further explained that a portion of the work had been inadvertently completed by Liberty Utilities.

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7. COMMUNICATIONS

A. Accept donation from Mr. Steve Del Masso and the Del Masso family

B. California Department of Education letter dated October 5, 2017 approving the joint 2017-18/2019-20 Local Control Accountability Plan for the Alpine County Office of Education and Alpine County Unified School District

C. 2017 2nd Annual Positive Behavior Intervention and Supports Multi-Tiered System of Supports to Achieve Equity for All Students Conference report by Jackie Blaha, Teacher and Kelsey Potorski, School Counselor

D. Diamond Digest, November 2017

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

F. Alpine County Teacher's Association Sunshine Proposal for the 2018-2019 School Year

G. Alpine County Unified School District Classified Employees Organization Sunshine Proposal for the 2018-2019 School Year

8. ADMINISTRATIVE REPORTS

A. Superintendent's Report

Minutes:

Dr. Patrick Traynor, Superintendent, introduced Erin Dobyms, Funding Coordinator/Special Projects to the Board and mentioned Hannah Marzocco had been hired as the First 5 Alpine Executive Director. He further reported that the Scaling Up Multi-Tiered System of Supports (SUMS) grant for \$50,000 had been submitted and the district was partnering with Community Services Solution representatives. The group takes proactive measures to eliminate the need for medical services and will assist the district in evaluating student lunches and healthy food choice presentation.

Superintendent Traynor advised the Board that the California Dashboard results should be available in early December, offering an Early Childhood Education course in Early Childhood Education has been delayed, and there are currently no participants in the on the job training program and recruitment efforts have been increased.

B. Principal's Report

Minutes:

Dr. Scott Smith, Principal/Director of Student Services, reported to the Board

1 that a co-ed basketball team for grades 5-8 had been formed with Klaus
2 Leitenbauer serving as coach and scheduling intramural games was in process.
3 He further reported on partnering with the Alpine Watershed Group in
4 coordination with the Advanced Learner Program to include monthly
activities, guest speakers, and field trips. Dr. Smith invited the Board and
public to attend the Thanksgiving feast being held on Tuesday.

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

6 Minutes:

7 Klaus Leitenbauer, Business Manager, provided a Power Point presentation to
8 the Board on prior year ending June 30, 2017 and current year ending June 30,
9 2018 updated financial information for the district and County Office of
10 Education. He reported that the first interim financials are due to the state by
11 December 15 and will include current year budget revisions. He presented
12 several factors contributing to the \$275,000 difference between the district
budget and unaudited actuals as well as the \$183,000 difference between the
county budget and unaudited actuals. He also presented some revisions that
would be needed to be made by the first interim report to be approved at the
December meeting.

13 Mr. Leitenbauer addressed the original Bear Valley School budget which is
14 included in the current budget. He reported on current and future repairs to
15 the building, progress on the asbestos abatement process, and the
16 reimbursement application timeline. Mr. Leitenbauer stated that the budget
17 would be revised based on contracting an asbestos abatement company,
18 clarified that the self-insurance fund was a \$100,000 one-time adjustment, and
the 1.00% general fund commitment to the deferred maintenance fund would
recur annually. President Celio inquired about the overall condition of the
Bear Valley school building.

19 Mr. Phil Hendrix, Facilities Consultant, reported to the Board that the exterior
20 of the Bear Valley School building was secure for the winter and there was no
21 further water infiltration into the building. He explained the Division of State
22 Architect's (DSA) requirements to approve a scope of work, including
23 handicap upgrades, and the time frame depended on finances. He advised that
applying for Office of Public School Construction funds required plans
approved by the DSA. Mr. Hendrix stated that the asbestos abatement
company would be ready to begin work on December 1.

24 **9. ACTION ITEMS**

25 **A. Unfinished Business**

26 **B. New Business**

27 **1. Open nominations for CSBA Delegate Assembly**

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Minutes:
President Celio opened the floor to CSBA Delegate Assembly nominations. No nominations were made. President Celio closed the floor to nominations.

2. Approve contract from WCE, Inc. dba West Coast Environmental to perform asbestos hazard abatement for Bear Valley School

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:
Mr. Leitenbauer advised the Board that the sole bid had been received from WCE and the company had previously worked for the district. Mr. Hendrix mentioned that he would monitor work while in process and the bid includes comprehensive removal.

3. Approve Resolution D17-18-06: Resolution to Allow Board Members to be paid for Non-Attendance per EC 35120 for the November Board Meeting

Minutes:
Item 9.B.3 was not needed nor acted on.

10. OTHER REPORTS

Minutes:
Trustee Mecak referenced the Local Control Accountability Plan Actions and Service 1.2 and suggested a presentation be provided on the Multi-Tiered System of Supports including examples and system steps.

11. INFORMATION/DISCUSSION ITEMS

A. SSDA 35th Annual Conference, February 19-21, 2018; Hilton Sacramento - Arden West, Sacramento, CA

B. Semiannual discussion of 2017-2018 Board and District goals

C. Distribution of Superintendent's self evaluation and evaluation documents due December 1, 2017

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12. HEARING OF THE PUBLIC

Minutes:
There were no comments from the public present.

Trustee Brothers inquired about when analysis of student standardized test results would be presented.

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

Minutes:
The meeting was convened into closed session at 7:05 p.m.

1. Conference with Legal Counsel - One Existing Litigation; subdivision (d) of Government Code 54956.9

a. Name of Case: Case No. 16CECG01617

2. Conference to review Superintendent's Performance Evaluation per GC 54957 and 54954.5(e)

3. Public Employee Employment per Government Code 54957

a. Title: Instructional Assistant - Temporary

b. Title: Fiscal Services Coordinator

4. Conference with Labor Negotiator per Government Code 54957.6

a. Employee Organization: Alpine County Teachers Association

b. Unrepresented Employees: ACUSD Classified Employee Organization

D. Open Session - Call to Order

