
Mendocino Unified School District



Minutes

Closed Session Board Meeting

**FEBRUARY 6, 2018
MENDOCINO K-8 SCHOOL LIBRARY
44261 LITTLE LAKE ROAD
MENDOCINO, CA 95460**

4:00 P.M. PUBLIC HEARING FOR CLOSED SESSION

4:05 P.M. CLOSED SESSION – K-8 SCHOOL LIBRARY

<http://www.mendocinoused.org>

****If the public wishes to make a comment regarding any closed session item before the Board adjourns to Closed Session, please come to the Library at 4:00 p.m.***

Board Priorities

- *Develop and expand community partnerships and communication*
- *Increase learning and achievement for all students, families, and staff*
- *Plan wisely for the future while maintaining fiscal integrity*
- *Maintain and improve the physical plant*

Any writings distributed either as part of the Board packet, or within 72 hours of a meeting, can be viewed at the District Office: 44141 Little Lake Road, Mendocino, CA 95460.

In compliance with Government Code section 54954.2(a) Mendocino Unified School District will, on request, make agendas available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability-related modification or accommodation in order to participate in the meeting should contact, Susan Strom, Exec. Asst to the Superintendent at (707) 937-5868.

MENDOCINO UNIFIED SCHOOL DISTRICT IS PROUD TO BE AN EQUAL OPPORTUNITY EMPLOYER

1. 4:00 P.M. OPEN MEETING, CALL TO ORDER AND ROLL CALL

1.1. Call to order and roll call

The meeting was called to order at 4:00 p.m.

Present were Trustees Schaeffer, Morton, Aum, and Gay. Trustee Grinberg was absent.

1.2. The president will verbally identify the agenda items to be discussed during closed session as listed below.

The president verbally identified the agenda items to be discussed during closed session.

1.3. Closed session open hearing

Members of the public may take this opportunity to comment on closed session agenda items per Board Policy 9322. Under the requirements of the Brown Act open meeting laws, members of the community wishing to address an item on the closed session agenda may do so at this time. Items not on the agenda cannot be addressed at this time. A three-minute limit is set for each speaker on all items. The total time for public input on each item is limited to 20 minutes. (Government Code 54954.3).

1.4. Adjourn to closed session

There was no one present for the public hearing.

2. CLOSED SESSION

The Board will adjourn to closed session pursuant to Government Code 54950 - 54962. Closed session attendees will include board members and Superintendent Jason Morse.

2.1. Public Employee Performance Evaluation (Government Code 54957)

Title: Superintendent

The Board discussed the Superintendent's evaluation.

3. RECONVENE TO OPEN SESSION

3.1. Closed session disclosure

Any reportable action taken during closed session will be disclosed at this time.

There were no reportable actions taken during closed session.

4. ADJOURNMENT

The next regular board meeting is set for **February 15, 2018 at the Greenwood Preschool.**

The meeting adjourned at approximately 5:15 p.m.

Mendocino Unified School District



Minutes

Regular Board Meeting (Revised 2/12/18)

FEBRUARY 15, 2018

**GREENWOOD PRESCHOOL
STATE HIGHWAY 1
ELK, CA 95432**

4:00 P.M. CLOSED SESSION – CLASSROOM 2

**5:00 P.M. OPEN SESSION –
CLASSROOM 1**

<http://www.mendocinoused.org>

If the public wishes to make a comment regarding any closed session item before the Board adjourns to closed session, please go to

Classroom 2 at 4:00 p.m.

Board Priorities

- *Develop and expand community partnerships and communication*
- *Increase learning and achievement for all students, families, and staff*
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MENDOCINO UNIFIED SCHOOL DISTRICT IS PROUD TO BE AN EQUAL OPPORTUNITY EMPLOYER

1. 4:00 P.M. OPEN MEETING, CALL TO ORDER AND ROLL CALL

- 1.1. Call to order and roll call

The meeting was called to order at 4:00 p.m.

Present were Trustees Schaeffer, Morton, Grinberg, Aum, and Gay.

- 1.2. The President will verbally identify the agenda items to be discussed during closed session as listed below.

The President verbally identified the agenda items to be discussed during closed session.

2. PUBLIC HEARING FOR CLOSED SESSION

Members of the public may take this opportunity to comment on closed session agenda items per Board Policy 9322. Under the requirements of the Brown Act open meeting law, members of the community wishing to address an item on the closed session agenda may do so at this time. Items not on the agenda cannot be addressed at this time. A three-minute limit is set for each speaker on all items. The total time for public input on each item is limited to 20 minutes. (Government Code 54954.3).

There was no one present for public comments regarding closed session items.

3. CLOSED SESSION

The Board will adjourn to closed session pursuant to Government Code 54950 - 54962.

Closed session attendees include Board members and Superintendent Jason Morse.

- 3.1. Conference with Labor Negotiators (Government Code 54954.957.6)
Agency Representative: Superintendent Jason Morse
Employee organizations: CEMUS and MTA bargaining units and unrepresented employees
- 3.2. Employment/Personnel Changes per Item 5.3

4. 5:00 P.M. RECONVENE TO OPEN SESSION

- 4.1. Call to order and roll call

The meeting was called to order at 5:00 p.m.

Present were Trustees Schaeffer, Morton, Grinberg, Aum, and Gay.

- 4.2. Closed session disclosure
Any reportable action taken during closed session will be disclosed at this time.

There were no action items reported from closed session.

- 4.3. Approval of agenda
Items to be removed from the agenda or changes to the agenda should be done at this time.

MSA Morton/Gay (5/0) to approve the agenda as written.

5. CONSENT AGENDA

Items on the consent agenda are passed in one motion without discussion. Any item may be pulled from the consent agenda by any member of the Board and moved to action when approving the agenda. (action)

- 5.1. Approval of Warrants
5.1.1. Warrants dated: 1/10/18, 1/17/18, 1/24/18, 1/31/18, 2/7/18
- 5.2. Approval of Minutes
5.2.1. Board Meeting Minutes 1/18/18

5.3. Approval of Employment/Personnel Changes

- 5.3.1. Classified Integrative Aide, 6.0 hours/day, to be put on the 39 month rehire list, effective 1/25/18
- 5.3.2. Certificated Teacher, 1.0 FTE, add National Board Certification Stipend, effective 2/1/18

5.4. Approval of Current Budget Change Report

5.5. Approval of Mendocino Community Network (MCN) Financial Statements

- 5.5.1. Unaudited MCN Statement of Fund Net Position (with GASB 68 adjustments separated), for December 31, 2017 with comparative totals as of June 30, 2017
- 5.5.2. MCN Statement of Revenues, Expenses, and Changes in Fund Net Position based on Audit Report (minus GASB adjustments) for four month period ending December 31, 2017 with comparative totals as of June 30, 2017

5.6. Approval of Student Body Account Reports for December 2017

5.7. Approval of MTA TA 2017-18-05 Article 3: Hours of Employment/School Calendar

5.8. Approval of Winter Consolidated Program Application

5.9. Approval of Christy White Associates as auditors for MUSD and MCN for Fiscal Year ending June 30, 2018 at the same rate charged as last year

5.10. Approval of MCN Second Quarter Report 2017-18 Fiscal Year

5.11. Approval of Correspondence regarding the County Office Review of the 2017-18 First Interim Report

5.12. Approval of Investment Report ending on 12/21/17

5.13. Approval of Board Bylaw and Administrative Regulation

- 5.13.1. BP/AR 5141.4: Child Abuse Prevention and Reporting

MSA Morton/Aum (5/0) to approve the consent agenda as written.

6. Reports

6.1. Student Trustee Olivia Grinberg

Student Trustee Olivia Grinberg reported on High School sports, the Student Improv show, and the robotics competition. She indicated that the ASB would like to be part of big decisions affecting the curriculum in the future.

6.2. Administrative

6.2.1. Principal – Kim Humrichouse

Principal Humrichouse reported that teachers and parents like the standards based report card. The K-12 staff attended a professional development training regarding grading. This helped staff see where they are and what they need to work on. The Chinese New Year Parade went really well. They rebuilt the dragon this year. This is a great community event. Darcie Plocher was in charge and Kim thanked her for her work.

6.2.2. Superintendent – Jason Morse

Superintendent Morse spoke about the recent school shooting in Parkland, Florida. At the April Board meeting he will present a report on safety in the District. The Wellness Committee met. They plan a visit to the Fort Bragg food program. The Strategic Planning Committee is drafting a

strategic plan for the next 5 years. It will link the LCAP and Safety Plans. High School Student Nakai Baker was the first student to score 1000 points in basketball.

6.3. Bargaining Units

6.3.1. Mendocino Teachers Association (MTA)

No one was present from MTA.

6.3.2. Classified Employees of Mendocino Unified Schools (CEMUS)

No one was present from CEMUS.

6.4. Board Trustee Reports

Trustee Grinberg attended a meeting at the county offices. The focus was to discuss if districts are getting locked into the LCAP and missing the whole child. She is taking a look at trustee areas and voter/taxpayer rights. There is more to come in a future meeting. Trustee Grinberg is talking with community members and welcomes public participation in the discussions.

Trustee Aum thanked the Elk community members for their attendance at the School Board meeting at Greenwood Preschool. He attended the H.S. Improv Show and said it was wonderful. He reported that student Amy Gorden got a triple double. He has been enjoying working on the Facilities Committee and looks forward to helping improve and upgrade the district campuses. He is also learning about the H.S. Career Technical Education (CTE) program.

Trustee Schaeffer attended a County Board of Education meeting held at Stanford Inn. The meeting was to discuss the request by the local Montessori del Mar Learning Center to be sponsored by the Mendocino County Office of Education as their charter with the Mattole Valley Charter School in Humboldt County is ending. This was the first public hearing. Between 40 and 50 students in our District attend Montessori del Mar and Caspar Creek Learning Center.

7. TIMED ITEM 6:00 P.M. - PARENT/COMMUNITY COMMENT

Items not on the agenda, but within the jurisdiction of this body, may be addressed at this time or be submitted to the Superintendent in writing for Board consideration as an agenda item. A three minute limit is set for each speaker on all items. The total time for public input on each item is limited to 20 minutes (Government Code 54952). The Brown Act does not permit the Board to take action on any item that is not on the agenda. In addition, in order to protect the rights of all involved, complaints about employees should be addressed through the District complaint process. Speaking about a personnel issue at a Board meeting may prevent the Board from being able to act on it. Please see an administrator to initiate the complaint process. The Board may briefly respond to public comments by asking questions to clarify the speaker's comments and refer the speaker to the Superintendent for further clarification. We thank you for your comments and participation at this meeting.

Former Board member, Charlie Acker, said it was great to see the Board meeting in Elk. He thanked Diana Taur and Jullianne Johnston for their support of the Greenwood Preschool. His job is to make sure that their water is safe in Elk. He has concerns about possible herbicides in water. Meetings on this topic will take place on the second, third, and fourth Wednesdays in March. A community member complemented the staff and the school and their processes for teaching and operating the school. Trustee Morton commented that the risks taken to open the preschool had been well worth it.

8. INFORMATION/DISCUSSION/ACTION ITEMS

8.1. Greenwood Site Supervisor, Julianne Johnston, will update the Board on preschool operation and activities.
(information/discussion)

Preschool Site Supervisor, Julianne Johnston, gave a report on the operation and activities at the preschool. Fifteen children are now enrolled. The community of Elk has been a huge asset to the Greenwood Preschool. They have participated in projects with the children as well as making

donations to the school. With money from a fundraiser, the preschool was able to buy a geodome for the children to play in. Julianne also presented a slide show on school activities.

- 8.2. Consideration of two teachers' request to share a job for School Year 2018-19 and request to approve a half time leave of absence for both teachers for the same year (discussion/action)

MSA Aum/Morton (4/0) with Trustee Grinberg abstaining, to approve teachers job sharing next year.

- 8.3. Discussion of conference sponsored by Policy Analysis for California Education (PACE) in Sacramento, attended by MUSD Board members on 2/2/18 (discussion)

The Board discussed the value of attending the PACE conference.

- 8.4. Board Self-Evaluation

The Board will discuss the process to be used for self-evaluation this year.

(information/discussion)

Trustee Mark Morton will chair the Board Self-Evaluation process. The process involves a survey and then plan development indicating what the Board will do about areas which need improvement. Mark invited suggestions to the process. He then passed out the survey. Last year there was no follow-up to the process. There needs to be more time spent for new members to learn about their jobs. He requested that Board members leave their completed surveys at the District Office within the next 3 weeks. He suggested using the next Board Retreat (in May) to discuss the evaluation process and plans.

- 8.5. Appointment of a Board member to negotiate the Superintendent's contract (action)

MSA Morton/Gay (4/0) with Trustee Grinberg abstaining, to approve the selection of Board President Michael Schaeffer to negotiate the Superintendent's contract.

- 8.6. Approval of Board Bylaw and Administrative Regulations as a first reading

8.6.1. AR 5123: Promotion/Acceleration/Retention

8.6.2. AR 3311: Bids

8.6.3. BB 9100: Organization

(action)

MSA Morton/Gay (5/0) to approve items 8.6.1 and 8.6.2 as a first reading. Item 8.6.3 will be brought back as a first reading at the March 8, 2018 Board meeting. The Policy Committee will work on Item 8.6.3 at their next meeting.

- 8.7. Board Policy and Administrative Regulation as information only

8.7.1. BP/AR 5141.21: Administering Medication and Monitoring Health Conditions (information only)

9. FUTURE AGENDA ITEMS

Technology Update, Second Interim Report, Deferred Maintenance Plan Update, Instructional Calendar, Child Abuse Resolution, administrative contracts, ongoing policies

Future agenda items include discussion on Board Trustee areas, School Safety Report (April Board meeting), and local assessments.

10. ADJOURNMENT

The next regular Board meeting is scheduled for **March 8, 2018** at the K-8 School.

The meeting was adjourned at 6:24 p.m.

