

Mendocino Unified School District



MINUTES

Regular Board Meeting

AUGUST 26, 2020

**MENDOCINO K-8 SCHOOL
44261 LITTLE LAKE ROAD
MENDOCINO, CA 95460**

3:30 P.M. CLOSED SESSION - VIA TELECONFERENCE

4:00 P.M. OPEN SESSION - VIA TELECONFERENCE

<https://zoom.us/j/94354348812?pwd=T0ZpTFNxdHM4dWVxRW1zR0tMS0ROZz09>

Meeting ID: 943 5434 8812 Passcode: 3fVXWR

Dial by your location

+1 669 900 9128 US (San Jose)

Meeting ID: 943 5434 8812 Passcode: 376508

Please "mute" your device during the meeting.

MUSD is not available for technical support for remote meetings.

If the public wishes to make a comment regarding any closed session item before the Board adjourns to closed session, please email JMorse@mcn.org

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. Board backup materials are also located on the MUSD website at <http://www.mendocinoused.org/District/2285-Untitled.html>

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, Erin Placido Exec. Assistant to the Superintendent, in writing at P.O. Box 1154, Mendocino, CA 95460 or via email at doerin@mcn.org.

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

1. 3:30 P.M., CLOSED SESSION CALL TO ORDER AND ROLL CALL

- 1.1. Call to order and roll call

The meeting was called to order at 3:32 P.M. Virtually present were Trustees Gay, Grinberg, Aum, Schaeffer, Morton and Student Trustee Jung.

- 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.

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).

No one from the public commented.

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 54957.6)

Agency Representative: Superintendent Jason Morse

Employee organizations: CEMUS and MTA bargaining units and unrepresented employees

- 3.2. Employment/Personnel Changes

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

- 4.1. Call to order and roll call

The meeting was called to order at 4:07 P.M. Virtually present were Trustees Gay, Grinberg, Aum, Schaeffer, Morton and Student Trustee Jung.

- 4.2. Closed session disclosure

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

Nothing was disclosed 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/Grinberg (5/0) to approve the agenda as presented.

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. 6/11/20, 6/18/20, 6/25/20, 7/9/20, 7/16/20, 7/23/20, 7/30/20, 8/6/20

- 5.2. Approval of Minutes

5.2.1. Board Meeting Minutes: 6/18/20, 7/7/20, 7/23/20, 7/29/20, 8/13/20

- 5.3. Approval of Employment/Personnel Changes

5.3.1. Change Job Title, Classified Employee, 8.0 hours/day, effective 4/1/20

5.3.2. Change Job Title, Classified Employee, 8.0 hours/day, effective 4/1/20

5.3.3. Hire, MCN Operations Tech, 8.0 hours/day, effective 7/1/20

5.3.4. Accept Resignation, MCN Operations Tech, 8.0 hours/day effective 7/29/20

- 5.3.5. Hire, MCN Operations Tech, 8.0 hours/day, effective 8/3/20
- 5.3.6. Hire, Temporary HS Art Teacher, 1.0 FTE, effective 8/24/20
- 5.3.7. Hire, Preschool Site Supervisor, 5.0 hours/day, effective 8/24/20
- 5.4. Approval of the 2020-21 Distance Learning and Self Contained K-8 positions
- 5.5. Approval of the Current Budget Change Report
- 5.6. Approval of Student Body Account Reports (K-8) – March – May 2020
- 5.7. Approval of Enrollment and Attendance Report Months 10
- 5.8. Approval of Mendocino Community Network (MCN) Financial Statements
 - 5.8.1. Unaudited MCN Statement of Fund Net Position with GASB 68 adjustments separated for May 31, 2020 with comparative totals as of June 30, 2019
 - 5.8.2. Unaudited MCN Statement of Revenues, Expenses, and Changes in Fund Net Position with GASB 68 adjustments separated for the ten-month period ending May 31, 2020 with comparative totals as of June 30, 2019
- 5.9. Approval of the MOU with North Coast School of Education's (NCSOE) program regarding Teacher Induction & Intern Support and Supervision
- 5.10. Approval of MUSD Compensation Time Report
- 5.11. Approval of the Fuel Use Agreement with the Mendocino Fire Protection District
- 5.12. Approval of MUSD Quarterly Investment Reports
- 5.13. Approval of the Spring Consolidated Application 2020-21
- 5.14. Approval of Williams Settlement Report for 2020-21 School Year, Quarter 4

MSA Morton/Schaeffer (5/0) to approve the consent agenda pulling Item 5.4 for discussion.

Board discussed Item 5.4

MSA Schaeffer/Morton (5.4) to approve Item 5.4 as presented.

6. REPORTS

6.1. Student Trustee – Olivia Jung

Student Trustee Jung reported that is has been a busy week at MHS. There have been Advisory meetings, Freshmen Orientation, Thursday/Friday is supply pick up for students. ASB is working to keep school togetherness and spirit alive through online activities and clubs. Student Trustee Jung attended a virtual "Governance in School" workshop and reports that she learned how valuable student voices are. During the workshop attendees heard from the head of Khan Academy and the head of CA schools. The mood of the students is one of nervousness. Students are mostly nervous about cramming 1 year into a semester.

6.2. Administrative

6.2.1. Principal – Tobin Hahn

Principal Hahn presented an update to the Board on the plans for distance learning. That presentation is attached to these minutes.

6.2.2. Superintendent – Jason Morse

Superintendent Morse is working on the Continuity Plan and will have it completed prior to the September 10th Board meeting.

Rotary Club wishes to donate funds to the District and will most likely do so through the Family Resource Center.

Thank you to the D.O. staff for working hard all summer and coming in daily. Thank you to staff for all the time and work you are giving the District and your students. Thank you to Otto and team for all the work installing barriers and cleaning/maintenance. Thank you to Principals Humrhouse and Hahn for all their hard work over the summer.

6.3. Bargaining Units

6.3.1. Mendocino Teachers Association (MTA)

Co-President Mimi Sawyer thanked admins for all the hard work being put into helping make this school year work. The 5 extra days of work that were approved have proved to be extremely valuable to staff.

6.3.2. Classified Employees of Mendocino Unified Schools (CEMUS)

No one from CEMUS was present.

6.4. Board Trustee Reports

Trustee Schaeffer has been attending a lot of webinars regarding distance learning and has passed that info onto Superintendent Morse. Noted he recently attended his sons defense of doctorate where his instructor commented on how Ned wanted to incorporate the gathering together of his lab on a regular basis. This proved to be a great idea that was born out of Ned's experience at MCHS.

Trustee Morton thanked all staff.

7. TIMED ITEM 4:30 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.

There were not parent/community comments.

8. INFORMATION/DISCUSSION/POSSIBLE ACTION ITEMS

8.1. Lease-Leaseback Discussion

The Board will discuss the options for selecting a contractor for the High School Modernization project (action)

The Board discussed the Lease-Leaseback options. Superintendent Morse will research the ramifications of making a selection now versus after the drawings have been approved by the DSA. No action was taken and this item will be placed on the September 10th Board agenda.

8.2. Budget Update

Business Manager Jason Fruth will update the Board on the MUSD Budget (information/discussion)

Business Manager Jason Fruth updated the Board on the MUSD Budget via presentation which is attached to these minutes.

8.3. 2020-21 School Year

Superintendent Jason Morse will update the Board on the status of the 2020-21 school year (information)

Superintendent Morse noted that the District could submit a waiver for In-Person learning by Friday 8/28/20 which would allow for small group and special ed. Willits, MUSD and Ukiah are the only Mendocino County Districts that have submitted one. That waiver is now moot as the state will not allow small cohort groups of 14:1. MUSD will utilize this to some degree.

The District has qualified for the Community Eligibility Program so that all students within the District qualify for free lunches for the year. Business Manager Jason Fruth and Payroll Technician Michele Sheldon worked hard to make this happen. It was noted that Michele's records were exceptional and aided in the quick approval. Lunches will be delivered/served to Greenwood School, Albion School, Comptche School and the K-8. Bus drivers will deliver.

8.4. Adoption of the Declaration of Need (DON) for Fully Qualified Educators (2020-21)

In order to be able to fill potential certificated opening in areas where the applicants are typically limited in numbers, the attached Declaration of Need is required. This allows the District to fill these areas with teachers on emergency permits if needed. (action)

MSA Schaeffer/Morton (5/0) to adopt the Declaration of Need for Fully Qualified Educators.

8.5. Consideration of Leave Requests

8.5.1. Certificated Teacher, 1.0 FTE, requests and Uncompensated Leave of Absence, effective 8/1/20 (action)

MSA Schaeffer/Gay (5/0) to deny the request for Uncompensated Leave of Absence.

8.6. Consideration of Board Policy/Administrative Regulation/Exhibits as a first reading

8.6.1. BP 6157.0: Distance Learning (instruction)

The Board agreed to move forward with BP 6157.0 for final approval at the September 10th regularly scheduled Board meeting.

8.7. Board Policies and Administrative Regulations (for information only)

8.7.1. BP/AR/E 1312.3: Uniform Complaint Procedures (UCP) (community relations)

8.7.2. AR/E 1312.4: Williams Uniform Complaint Procedures (community relations)

8.7.3. BP/E 3555.0: Nutrition Program Compliance (business and noninstructional operations)

The Board agreed to move forward with the above policies as a first reading at the September 10th regularly scheduled Board meeting.

This portion of the Board meeting adjourned to recess at 5:50 P.M.

9. 6:00 P.M. PUBLIC HEARING – TIMED ITEM

- 9.1. Public Hearing regarding the Caspar Creek Learning Community (CCLC) petition for Charter School

The Board returned from recess at 6:05 P.M. Virtually present were Trustees Grinberg, Aum, Morton, Schaeffer and Student Trustee Jung.

The Board heard comments from staff and community members of the Caspar Creek Learning Community regarding the petition for a Charter School.

Trustees Morton and Schaeffer, along with Superintendent Morse will meet with Board members from CCLC in order to discuss questions regarding the petition. The full Board will then meet again and hold a Public Hearing to make a decision regarding the petition on or before September 30, 2020.

The Public Hearing adjourned at 7:03 P.M.

10. FUTURE AGENDA ITEMS

Strategic Plan, Enrollment Report, NCLB Attestation, Recognition of Scholarships, Resolution/Public Hearing re: Williams Instructional Materials

11. ADJOURNMENT

The next Board meeting is scheduled for **September 10, 2020.**

The meeting was adjourned at 7:03 P.M.



Mendocino High Schools

Board Meeting
August 26, 2020



Staff - we've been busy

- Returned 5 days early
- Collaboration and calibration around distance learning
- Tech Training
- Creating Websites
- Meetings with Advisees
- Preparing supplies and information to send home
- Shifting curriculum to distance learning
- Creating new systems and converting systems to new schedules
- Parent Night
- Freshman Orientation
- Working with families to upgrade internet
- Purchasing additional supplies and resources

Supply Distribution



Websites

A True Team

Everyone is playing their part

Selflessness

Understanding a lot is being asked - flexibility and last minute changes

Innovation and collaboration

Problem solving

Preparation and practice


Have a growth mindset

Perseverance

Grit

Determination

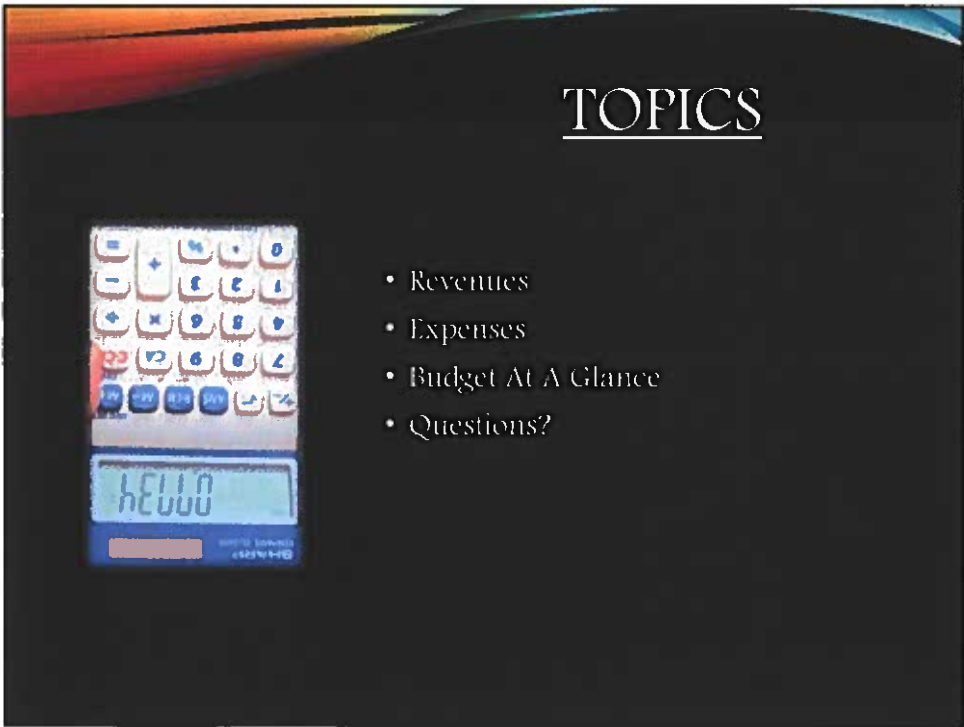
Teamwork - together we will make this work



MENDOCINO UNIFIED SCHOOL DISTRICT

45 – Day Update
Fiscal Year 2020/21

Wednesday, August 26th, 2020
Jason Fruth – MUSD Business Manager



TOPICS

- Revenues
- Expenses
- Budget At A Glance
- Questions?

REVENUES

Stream	20/21 Adopted	20/21 Revised	Assumptions
State Appt	\$1,400,428	\$1,556,031	Fair Share Reduction (10%)
District of Choice	\$135,000	\$150,000	Reinstate DoC Levels (10%)
Learning Loss Mitigation (LLM)	\$0	306,219	1 Time COVID Funding
Total	\$1,535,428	\$1,997,250	+\$461,822

EXPENSES

Category	20/21 Adopted	20/21 Revised	Change
Salaries	\$5,232,116	\$5,081,468	(\$150,647)
Benefits	\$2,539,733	\$2,501,853	(\$37,880)
Materials & Supplies	\$359,227	\$429,227	\$70,000
Total	\$8,131,076	\$1,997,250	(\$118,527)

- Salary Adjustments:
 - Staffing Changes – (\$223,647)
 - Certificated Extra Week - \$72,000
- Benefit Adjustments:
 - Staffing Changes – (\$53,000)
 - Certificated Extra Week - \$15,120
- Material and Supplies - \$30,000
- Broadband Services - \$40,000?
- Unallocated LLM Funds - \$149,099

BUDGET AT A GLANCE

Stream	20/21 Adopted	20/21 Revised
Revenues	\$8,478,578	\$8,710,400
Expenses	\$9,022,325	\$8,632,001 +\$149,099 LLM
Net Change	(\$543,747)	(\$70,700)

QUESTIONS??

Mendocino K8 School

Thank you, teachers!

What We've Been Working On...

- ▶ Schedules
- ▶ Websites
- ▶ Learning Management Systems
- ▶ Welcome calls
- ▶ Curriculum
- ▶ Parent orientation

Schedules

Live Zoom

- ▶ K - 2: up to 1 hour
- ▶ 3rd - 5th : 1 - 1.5 hours
- ▶ 6th - 8th: 1.5 - 2.0 hours

Daily Schedules

- ▶ TK/K: 10:30 - 2:00
- ▶ 1st & 2nd: 9:30 - 2:00
- ▶ 3rd - 6th : 9:00 - 2:00
- ▶ 7th & 8th: 10:00 - 3:00

LMS vs. Website

Google Classroom
Seesaw
Class Dojo

LMS

Dynamic
Assign Work
Collect Work
Grade Work
Posts in a stream



Seesaw



Google Sites
Google Slides

CMS

Static
Share resources
Organize Resources
Provide general information
Easy to edit



Teacher Websites

- ▶ [Albion School](#)
- ▶ <https://sites.google.com/musdstudents.org/mmlearning/home>

