
Mendocino Unified School District



Minutes

Regular Board Meeting

AUGUST 18, 2016

K-8 SCHOOL

44261 LITTLE LAKE ROAD

MENDOCINO, CA 95460

4:00 P.M. CLOSED SESSION – K-8 LIBRARY

5:00 P.M. OPEN SESSION – K-8 MULTIPURPOSE ROOM

<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 the K-8 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. Board backup materials are also located on the MUSD website at www.mendocinoused.org under School Board and then 2016-17 Board Agenda Backup Materials.

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, in writing, at P.O. Box 1154, Mendocino, CA 95460 or via email at dosusan@mcn.org.

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: Trustees Schaeffer, Grinberg, and Morton. Absent were Trustees Wylie and Acker.

- 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 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).

No one spoke at the public hearing for closed session.

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. Board consideration to suspend the expulsion of Student Case #1 (2016).

- 3.2. Conference with Labor Negotiators (Government Code 54957.6)

Agency Representative: Superintendent Jason Morse

Employee organizations: CEMUS and MTA bargaining units

- 3.3. Public Employee Employment per item 6.3

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

- 4.1. Call to order and roll call

The meeting was called to order at 5:05 p.m.

Present: Trustees Schaeffer, Grinberg, and Morton. Absent were Trustees Wylie and Acker.

- 4.2. Closed session disclosure

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

The Board had nothing to report out.

- 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/Schaeffer (3/0) to approve the agenda as written.

5. 5:00 P.M. EXECUTIVE DIRECTOR, JOANNA OLSON, FROM MENDOCINO COUNTY YOUTH PROJECT, WILL PROVIDE THE BOARD INFORMATION REGARDING THE JOINT POWERS AUTHORITY (JPA) FOR THE MENDOCINO COUNTY YOUTH PROJECT.

Executive Director Joanna Olson gave information to the Board regarding the Joint Powers Authority for the Mendocino County Youth Project. The Board agreed that MUSD will be part of the JPA and will take action on a resolution at the September board meeting.

6. 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)

6.1. Warrants

- 6.1.1. Warrants dated: 6/8/16, 6/14/16, 6/15/16, 6/22/16, 6/30/16, 7/7/16, 7/21/16, 7/27/16, 8/3/16

6.2. Minutes

- 6.2.1. Board Meeting Minutes 6/2/16, 6/13/16, 6/16/16

6.3. Personnel

6.3.1. Approval of Employment

- 6.3.1.1. Certificated Teacher, .2 FTE, effective 8/22/16
- 6.3.1.2. Certificated Teacher, 1.0 FTE, effective 8/22/16
- 6.3.1.3. Certificated Teacher, 1.0 FTE, effective 8/22/16
- 6.3.1.4. Certificated Teacher, 1.0 FTE, effective 8/22/16
- 6.3.1.5. Classified MCN Field Technician, 8 hours/day, effective 7/5/16
- 6.3.1.6. Classified MCN Billing and Sales Technician, 4 hours/day, effective 7/1/16
- 6.3.1.7. Certificated Teacher, 1.0 FTE, increase in days from 185 to 190, effective 8/15/16
- 6.3.1.8. Certificated Teacher, increase from .6 FTE to .8 FTE, effective 8/22/16
- 6.3.1.9. Classified Accounts Payable, increase from 2.5 hours/day to 3.5 hours/day
- 6.3.1.10. Classified Registrar, increase from 7 hours/day to 7.5 hours/day
- 6.3.1.11. Classified Instructional Aide, increase in hours from 3.75 hours/day to 5.0 hours/day
- 6.3.1.12. Classified Instructional Aide, reduced from 5.75 hours/day to 3.75 hours/day

6.3.2. Approval of stipends

- 6.3.2.1. CSF Advisor, Tier I, 2015-16
- 6.3.2.2. Edgenuity Advisor, Tier I, 2015-16

6.3.3. Approval of certificated column moves

- 6.3.3.1. Certificated Teacher, 1.0 FTE, move from Column 2 to Column 3, effective 8/22/16
- 6.3.3.2. Certificated Teacher, 1.0 FTE, move from Column 3 to Column 4, effective 8/22/16

6.3.4. Resignations

- 6.3.4.1. Classified Preschool Site Supervisor, 5 hours/day, effective 6/28/16

6.4. Current Budget Change Report

6.5. Mendocino Community Network (MCN) financial statements

- 6.5.1. Unaudited MCN Statement of Fund Net Position with GASB 68 Adjustments Separated, for May 2016
- 6.5.2. Unaudited MCN Statement of Revenues, Expenses, and Changes in Fund Net Position for May 2016

6.6. Enrollment and Attendance Reports– Months 10 and 11 (2016)

6.7. MUSD Title IX Report, 2015-16

6.8. Approval of Tentative Agreement (TA)

- 6.8.1. MTA TA 2015-2016-01: Appendix A – Athletic Stipends and Special Assignment Salary Schedules

- 6.9. Acknowledgment of receipt of correspondence from Mendocino County Treasurer-Tax Collector: Investment Reports – 5/31/16 and 6/30/16
 - 6.10. Declaration of Surplus Items
Various K-8 School library books which have been replaced by more recent editions or new materials and have no foreseeable value in other instructional areas
 - 6.11. Acknowledgment of receipt of correspondence from Mendocino County Office of Education regarding the approval of the Disclosure of Collective Bargaining Agreement for Mendocino Teacher's Association (MTA)
 - 6.12. Approval of Fuel Use Agreement between Mendocino Fire Protection District and MUSD effective 7/1/16
 - 6.13. Approval of replacing Gail Dickenson as signatory for all Mendocino Unified School District accounts at Savings Bank of Mendocino with new Principal, Tobin Hahn
 - 6.14. Acknowledgement of Williams Settlement Quarterly Uniform Complaint Report for Quarter 4 of the 2015-16 School Year
 - 6.15. Approval of the End of Year 2015-16 Comp Time and Vacation Accrual Report
 - 6.16. Approval of Board Policies and Administrative Regulations as a final reading
 - 6.16.1. BP 6142.92: Mathematics Instruction
 - 6.16.2. BP/AR 5145.3: Nondiscrimination/Harassment
- MSA Morton/Grinberg (3/0) to approve the consent agenda as written.*

7. REPORTS

- 7.1. Student Trustee – Emily Symonds
Student Trustee Emily Symonds was not present.
- 7.2. Administrative
 - 7.2.1. Principal – Tobin Hahn
Principal Hahn gave his first administrative report as a principal. He reported on the beginning of the year at the high schools and reported on the new staff at the high schools.
 - 7.2.2. Superintendent – Jason Morse
Superintendent Morse talked about new staff coming in and others moving to new positions. Jason also met with the Facility Committee and CCM to discuss how each organization can benefit each other.
- 7.3. Bargaining Units
 - 7.3.1. Mendocino Teachers Association (MTA)
MTA President Mark Oatney said he had nothing to report.
 - 7.3.2. Classified Employees of Mendocino Unified Schools (CEMUS)
There was no one present from CEMUS.
- 7.4. Board Trustee Reports
There were no reports from the Board.

8. 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 each of you for your comments and participation at this meeting.

There was no parent community comment.

9. INFORMATION/DISCUSSION/ACTION ITEMS

9.1. Budget Update Report/Warrant Explanation

Cynthia Brown, Business Manager, will present an update to the MUSD budget for 2016-17 and inform the Board on viewing warrant format and details.
(information/discussion)

Business Manager Cynthia Brown updated the Board on the budget for 2016-17. Trustee Wylie was not present, so an explanation on warrants will be delayed to a future board meeting.

9.2. Discussion of the possibility of moving to the even year election cycle (discussion)

The Board discussed the possibility of moving to an even number year election cycle, and made a decision to begin the process by bringing a resolution to the Board at the September meeting.

9.3. Approval of Request for Allowance of Attendance at Albion School because of an electrical power outage (form J-13A) on 5/20/16. It is necessary for the district to apply for this waiver from the state to ensure the District is not penalized for loss of instructional minutes and average daily attendance. (action)

MSA Grinberg/Morton (3/0) to approve the Request for Allowance of Attendance for Albion School.

9.4. Consideration of changes to the 2016-17 Board Calendar

Changes proposed are:

9.4.1. Cancel October 6, 2016 Board Retreat

The October 6 board meeting will be cancelled and instead board members will go to an education conference in Oakland.

9.4.2. Change June 15 meeting date to June 22, 2017

The June 15 meeting will move to June 22.

(action)

MSA Grinberg/Morton (3/0) to approve the changes to the 2016-17 Board Calendar.

9.5. Declaration of Need (DON) for Fully Qualified Educators

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

MSA Morton/Grinberg (3/0) to approve the Declaration of Need for Fully Qualified Educators.

9.6. Board Policies and Administrative Regulations (information only)

9.6.1. AR/BP/E 3320: Claims and Actions Against the District

9.6.2. AR 6183: Home and Hospital Instruction

10. FUTURE AGENDA ITEMS

Williams Resolution, Scholarships Funded, NCLB Attestation, Enrollment Report, CAASPP, AE Week analysis, viability of a preschool in Mendocino; ongoing policies

The Board added the following items to be included on future agendas: How climate change is taught in MUSD Schools, a report on test scores for the district and what they mean, MCOE Services –what is working or not working; invite a guest speaker from MCOE to report on programs they offer MUSD, bring a resolution to advocate for cannabis tax receipts to be set aside for schools.

11. ADJOURNMENT

The next **regular Board meeting** is set for **September 15, 2016**, at the Mendocino K-8 School.

The Board adjourned the meeting at 6:13 p.m.