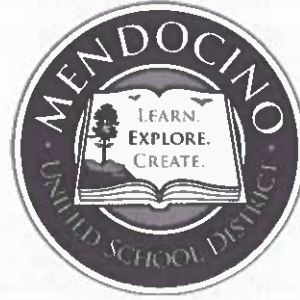


Mendocino Unified School District



MINUTES

Regular Board Meeting

THURSDAY, MAY 16, 2024

**MENDOCINO HIGH SCHOOL
10700 FORD STREET
MENDOCINO, CA 95460**

4:30 P.M. CLOSED SESSION – VIA TELECONFERENCE

(Closed Session Public Hearing – link on page 2)

**5:00 P.M. OPEN SESSION – IN PERSON at MENDOCINO HIGH SCHOOL
& VIA TELECONFERENCE**

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/85772050791?pwd=SmRieDRMTWhmamZyUnBjQTZ3elc5UT09>

Passcode: 955611

Dial by your location +1 669 900 9128 US (San Jose)

Webinar ID: 857 7205 0791 Passcode: 955611

Please "mute" your device during the meeting.

MUSD is not available for technical support for remote meetings.

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 <https://www.mendocinoused.org/District/3051-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. 4:30 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 4:33 PM. Present were Trustees James, Morton, Schaeffer, Aum and Griffen.

- 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).

Join Zoom Meeting

<https://us02web.zoom.us/j/86241207522?pwd=YUhFSGxReTJFVDdcV0U0eEpiVDN6Zz09>

Meeting ID: 862 4120 7522 Passcode: 675110

Dial by your location: +1 669 900 9128 US (San Jose) Meeting ID: 862 4120 7522 Passcode: 675110

3. CLOSED SESSION

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

- 3.1. Conference with labor negotiators (Govt. Code 54957.6) Agency Representative:
Superintendent Jason Morse
Employee organizations: CEMUS and MTA bargaining units and unrepresented employees
- 3.2. Employment/Personnel Changes

4. 5:00 P.M. OPEN SESSION

- 4.1. Call to order and roll call

The meeting was called to order at 5:00 PM. Present were Trustees James, Morton, Schaeffer, Aum and Griffen.

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

Nothing was disclosed out of 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 Aum/Morton (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. 4/11/24, 4/18/24, 4/25/24, 5/2/24
- 5.2. Approval of Minutes
5.2.1. Board Meeting Minutes: 4/18/24, 5/8/24
- 5.3. Approval of Employment/Personnel Changes
5.3.1. Accept Retirement, Certificated Employee, 1.0 FTE, 10 mos/yr, effective 6/14/24

- 5.3.2. Award Column Move, Certificated Employee, 1.0 FTE, 10 mos/yr, from column 1 to column 2, effective 5/1/24
 - 5.3.3. Hire, Temporary Classified Employee, 2.0 hrs/day, 3 days/week, effective 4/2/24 through 6/14/24
 - 5.3.4. Hire, Stipend position, effective 3/01/24 for sports season
 - 5.3.5. Hire, Stipend position, effective 3/01/24 for sports season
 - 5.3.6. Hire, Stipend position, effective 3/01/24 for sports season
 - 5.4. Approval of the Current Budget Change Report
 - 5.5. Approval of 2023-24 Attendance Report – Month 8
 - 5.6. Approval of Student Body Reports – April 2024
 - 5.7. Acknowledgement of donation in the amount of \$700.99 from Harvest Market's register donations that will be used to fund food and necessities for students and families
 - 5.8. Approval of the surplus of damaged/obsolete/student acquired Chromebooks (various asset #'s)
 - 5.9. Approval of California Interscholastic Federation (CIF) Representatives for Mendocino High School
 - 5.10. Approval of Classified Job Descriptions
 - 5.10.1. Administrative Assistant K8 School
 - 5.10.2. Administrative Assistant/Registrar MHS & MCHS
 - 5.10.3. Administrative Support - MHS
 - 5.10.4. Library Assistant
 - 5.10.5. Instructional Assistant – Integrative
 - 5.10.6. Instructional Aide
 - 5.10.7. Cook Manager
 - 5.10.8. Cook
 - 5.10.9. Accounts Payable
 - 5.10.10. Custodian
 - 5.11. Approval of Grant/Donation Opportunities
 - 5.11.1. CalHope 3.0 Mini Grant - \$30,000
 - 5.12. Approval of MOU between MUSD and North Coast School of Education for Teacher Induction Programs
 - 5.13. Approval of MOU between MUSD and North Coast School of Education for Career Technical Education (CTE) Programs
 - 5.14. Approval of MOU between MUSD and North Coast School of Education for "Be A Teacher" Programs
 - 5.15. Final Approval of Board Policies and Administrative Regulations
 - 5.15.1. BP 5030: Student Wellness (students)
- MSA Schaeffer/Morton (5/0) to approve the Consent Agenda as written.*

6. REPORTS

6.1. Student Trustee – Knute Kvinsland

Student Trustee Kvinsland reported that ASB survey states that students would like the Board to know about student capstone projects and the fact that the CTE showcase timing makes it considerable difficult to complete the project. It would be nice if there was more time. Students would like a longer lunchtime and better tennis courts. Prom was a success. Students had a lot of fun at the photo booth and playing poker. The set up for prom was very well done. There was a "bar" this year so there were nonalcoholic drinks being served. Teacher appreciation week was last week. Students gave "shout outs" to those teachers who are making a difference. Sports have wrapped up and the season was very fun. There was a huge interest in tennis this year compared to last year. As far as the Phase II of construction is concerned, students have comments which will be discussed under that agenda item.

6.2. Administrative

6.2.1. Principal – Tobin Hahn

Principal Hahn gave the attached presentation.

6.2.2. Superintendent – Jason Morse

Superintendent Jason Morse reported that he did an in depth investigation on the expired milk issue. Two things are going on. We are not the only district having issues with Clover. Sometimes the milk is spoiled and the expiration date is still far off. There are still issues with serving expired milk, which will be addressed. Attended the Town Hall meeting hosted by Supervisor Ted Williams. It was very depressing. Our community raises more money per capita for the county but does not see the return on that. Essentially our roads are years away from being repaired. The lack of assessments is improving but the county is well behind on that. A recent study in the county noted that it would take about \$778 million to connect all residents to high-speed internet and we were only given \$57 million. So basically we're being ignored a lot in the county in that we generate a lot but we don't see the return. There is a big concern in the actual town of Mendocino regarding the sewer system and that needs to be overhauled. There is no money to do that. If it fails, we are in big trouble. Would be a nice idea to host something similar in the Fall for the district to speak to the community. We did receive our second electric bus. We now have two electric busses. The switch gear for the charging system is coming in July. Met with all of the departments regarding budgets for next year. One email a week for the next few weeks will be going out regarding plans for departments for next year.

6.3. Bargaining Units

6.3.1. Mendocino Teachers Association (MTA)

MTA President Diana Dominguez gave the following summary:

Communication: Identified an area we need to work on (internally and with the district). Appreciate the open communication we've had so far around the adjustments to budget and positions and want to continue that moving forward with plans for next year.

Grants, partnerships, special programs: We can't do everything, don't qualify for everything. What role do/should we have

Next steps for us: Bags are full: What do we remove, do less of, to compensate. How do we adjust?

6.3.2. Classified Employees of Mendocino Unified Schools (CEMUS)

There was no CEMUS report.

6.4. Board Trustee Reports

Trustee James has been busy setting up for the 35th Annual Elk Rummage Sale.

Trustee Schaeffer commented that as a skeptic of the MCN transition he is very please with the process.

7. TIMED ITEM 5:30 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 no parent/community comments.

8. INFORMATION/DISCUSSION/POSSIBLE ACTION ITEMS

8.1. Modernization and Construction Management Update

Construction Manager, Donald Alameida, will provide an update on the Phase I and Phase II Modernization of Mendocino High School. (information)

Construction Manager, Don Alameida, gave the attached presentation.

8.2. Mendocino High School Phase III

The Board will discuss the small construction projects included in Phase III of the High School Modernization Project (action)

There was no action on this item. There was a discussion around the tennis courts based on Student Trustee Kvinsland's report from students interested in updating the courts.

8.3. Mendocino High School Solar Project

The Board will discuss the funding and location options for a possible solar installation at the Mendocino High School (action)

There was no action on this item. It will be discussed again at the June 6th Board Workshop.

8.4. Prop 98 Art & Music Annual Report 2023-24

Business Manager, Meg Kailikole, will provide the Board with the 2023-24 Prop 98 annual report as required by the CDE (action)

MSA Schaeffer/James (5/0) to approve Prop 98 Art & Music Annual Report.

8.5. Consideration of Resolution 2024-10: Specification of Election Order (action)

MSA Schaeffer/Aum (5/0) to approve Resolution 2024-10.

8.6. Consideration of Resolution 2024-11: Establishing Mendocino Unified School District as a School District of Choice Attendance Program (action)

MSA Schaeffer/James (5/0) to approve Resolution 2024-11.

8.7. Consideration of Resolution 2024-12: Intention to levy and collect assessments with the Maintenance Assessment District (MAD for Fiscal Year 2024-25 (action)

MSA Schaeffer/Aum (5/0) to approve Resolution 2024-12.

8.8. Consideration of Resolution 2024-13: State Water Resource Control Board Water System Improvement Grant (action)

MSA Aum/Morton (5/0) to approve Resolution 2024-13.

8.9. Board Policies, Bylaws and Administrative Regulations (first reading) (action)

8.9.1. BP/AR 6155: Petition to Challenge Course (instruction)

MSA Aum/Morton (5/0) to move to final approval.

8.10. Board Policies, Bylaws and Administrative Regulations (information only)

8.10.1. BP/AR 1330: Use of School Facilities (community relations)

Next meeting will include the current facility use form.

9. FUTURE AGENDA ITEMS

LCAP Adoption, Budget Adoption, MCN 3rd Quarter Report, Bargaining Unit Agreements, EPA Funding, End of Year Resolution, MAD Resolution& Public Hearing, Strategic Plan Update, Title IX Report, Superintendent Contract

Solar Project

10. ADJOURNMENT

The next regular Board meeting is scheduled for **June 11, 2024 at Mendocino High School.**

The meeting was adjourned at 6:48 PM.



Mendocino High Schools

Board Report 3/14/2024



Teacher Appreciation Week



Staff Spirit Week



MCHS Senior Project Night



Career Fair College Tour



Prom



ASB Activities



AE Week

23.3%

Chronic Absenteeism

Percent chronic absent (total in category)

- 35.3% Homeless (17)
- 27.3% Sped (22)
- 24.6% White (114)
- 23.3% Socio-econ (129)
- 14.3% Hispanic (28)
- 6.3% Redesignated (16)

By the Numbers

Morning Tardiness -

2023-2024

1st: 584 (rate of 3.8)

2nd: 620 (rate of 4)

Impact of later start time?

2022-2023

1st: 800 (rate of 5)

2nd: 671 (rate of 4.2)

By the Numbers

Awards/Scholarship Nights May 22nd 6:30/7
MCHS and Student Union

Sunrise High School - Wednesday, June 12th 4 PM
MHS Quad

Community School - Thursday, June 13th 4 PM
Front Lawn MCHS

MHS - Friday, June 14th 3:30 PM
MHS Quad

Graduations/Awards

Megan Smithyman
5 years of service
Administrative Assistant



Thank You!

Excellence

Aim for excellence in all that you do.

Perseverance

Use available resources to meet challenges with creativity and resilience.

Investment

Invest in your future by taking advantage of opportunities to learn and thrive.

Citizenship

Be a positive, productive, and informed member of local and global communities.

Be EPIC!



Learner Outcomes / Expectations



Mendocino Unified School District

BOND MEASURE IMPROVEMENT BOND PROGRAM PHASE ONE & TWO PROJECTS

•MUSD BOARD MEETING – May 2024

Alameida
Architecture

Mendocino Unified School District

Budget

M.U.S.D. PHASE TWO PROJECT

Source of Funds:

Source Code:

Series A Bond (less issuance cost)

Available

Series B Bond 12,078,458

Developer Fees -

State Bonds -

12,078,458

Description	Budget	Expended To Date	Remaining Balance	Forecast	Surplus (Shortfall)
Design and Planning	1,127,188	965,989	161,197	1,121,306	5,880
Bidding, Permitting, Misc.	95,000	79,195	15,805	95,000	0
Construction	8,641,825	7,338,699	1,305,126	8,344,102	297,723
Owners Contingency	697,428	42,842	654,586	697,428	0
Construction Support	505,000	252,564	232,748	415,708	89,293
Fixtures & furniture	0	0	0	0	0
Reserve	0	0	0	0	0
Totals	11,066,439	8,677,288	2,388,483	10,673,544	392,895
Available vs. budgeted 1,012,019 assumes 100% contingency expended					

Mendocino Unified School District

Schedule

	Planned	Actual	Schedule Status
Design and Planning	Jun-22	Jun-22	
Permitting and PFI-2 GMP	1-Dec-22	August 23	
Construction	August 2023	August 21, 2024	
Completion	August 21, 2024		(Generator completion Sept. 2024)

Overall Project Status

Painting occurring in interior and exterior of Gym, most of Tech center painted

T-bar ceiling installation started the week of the 13th at the Tech center with Gym to follow.

Electrical controls, mechanical and plumbing rough-in at Gym continues and finish work started.

Caswork continues to be installed at the Tech Center and Gym. Added dry rot repair at stairwell progressing well. Waterjetting north side of gym to access how much plaster repair will be necessary. Site enclosure walls finishes to be installed and last of site concrete planned week of the 13th.

Potential Issues:

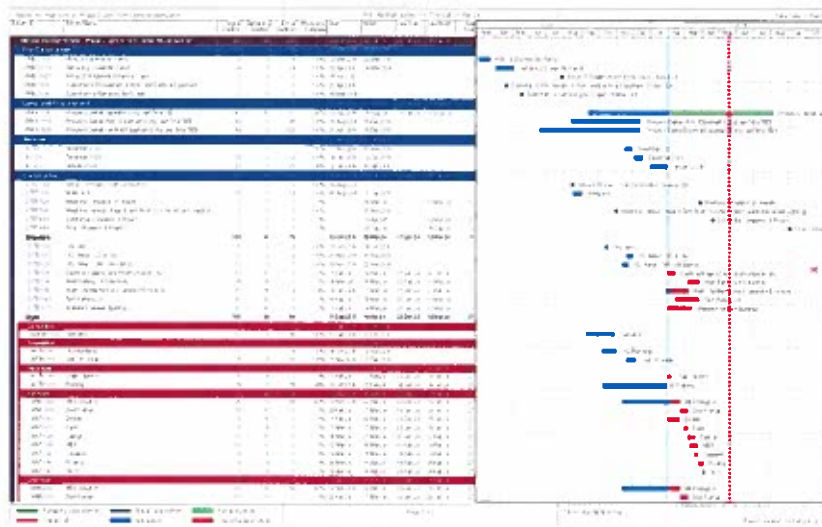
Weather must less of an issue need to push subcontractors to increase man power to push the project to completion.

Next Steps

Complete re-roofing of Gym added to the scope of work adding 3 weeks to the schedule. Lathrop stating Tech Center to be complete 1st week of June and Gym 3rd week in June. Man power and effort need to increase to accomplish

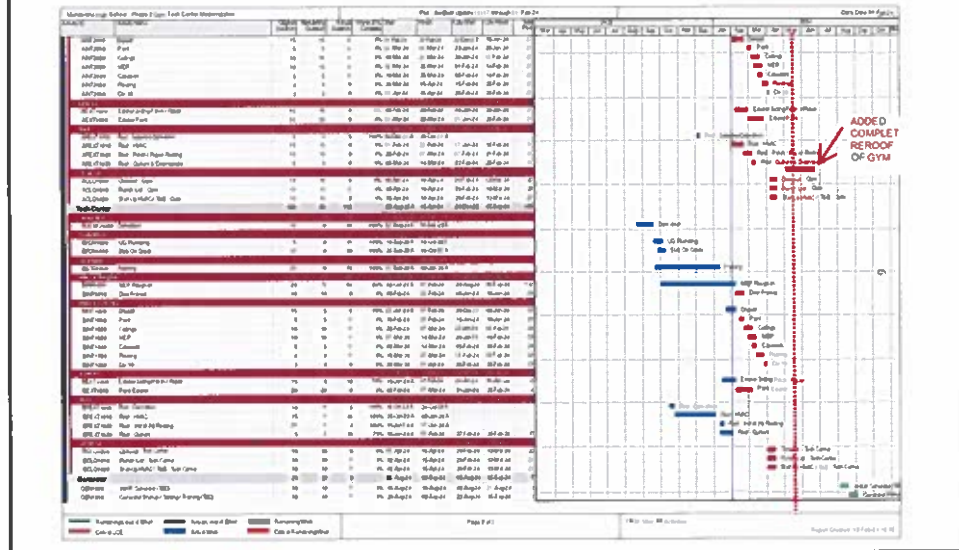
Mendocino Unified School District

2020 Bond Program – Phase 2



Mendocino Unified School District

2020 Bond Program – Phase 2



Mendocino Unified School District

2020 Bond Program – Phase 2

Change Event Number	Status	Title	Latest Cost
Contingency			
64 OPEN		Chip & Remove Existing Concrete Overpour	\$4,472.47
17 APPROVED		Frame Hard Lid Ceilings at Art Class Halls (Tech Center)	\$3,745.06
16 APPROVED		Above Grade Water Line at Wood Shop	\$4,528.88
15 APPROVED		Add Door A205A (Gym)	\$4,873.85
14 APPROVED		Demo Furred Header at Hospitality Lobby	\$532.74
13 APPROVED		Duct Chases in Tech Center	\$5,084.83
12 APPROVED		Furred Plumbing Walls in Kitchen	\$1,028.57
11 APPROVED		Shear Wall Hold Downs & Shear Ply at Tech Center	\$6,187.25
10 APPROVED		Permanent Data & IDF at Wood Shop	\$16,167.03
9 APPROVED		Removal of Flooring in Foyer & Weight Room	\$7,542.86
8 APPROVED		Removal of Conduits at Tech Center	\$780.66
7 APPROVED		Removal of Casework & Lockers from Team Room (Gym)	\$923.08
6 APPROVED		Domestic Water Isolation Valve at Gym	\$2,121.49
5 APPROVED		Reframe Door Openings in Tech Building	\$2,059.17
4 APPROVED		Temporary Data Line to Wood Shop Building	\$823.73
3 APPROVED		Demo Existing Mezzanine in Room B106 (Tech Center)	\$5,146.87
2 APPROVED		Demo Existing Ceiling in Room B105C (Tech Center)	\$1,632.14
1 APPROVED		Material Cost Increases - Acoustical Ceilings & Panels	\$7,061.17
63 OPEN		Discovery and Repair of Unforeseen Utilities	\$9,473.33
62 OPEN		Storm Drain Tie-in to Existing	\$3,762.67
61 OPEN		Added HVAC Unit for IDF Room (Tech)	\$38,886.34
60 APPROVED		Re-Roof the Gym Building (RFP #014)	\$209,341.19
59 APPROVED		Added Acoustical Ceiling Panels in Audio Lab (Tech)	\$8,932.23
57 APPROVED		Added Stainless Steel Wall Cladding at Kitchen & Add Insulation	\$8,435.21
56 APPROVED		Protective Bollards at Backflow	\$3,196.49
55 APPROVED		Furring at Tech Center for Canopy Gutters	\$1,115.48
54 OPEN		Demo of Additional Roofing Layer at Tech Center	\$11,444.96
53 APPROVED		Flashings at Mechanical Curb on Shingle Roofs	\$7,779.16
52 APPROVED		Remove & Replace Trim at Exterior Stairwell (Gym)	\$21,713.87

Mendocino Unified School District

2020 Bond Program – Phase 2

Change Event Number	Status	Title	Latest Cost
51	APPROVED	Flooring Revisions in Culinary Classroom	\$9,672.79
50	APPROVED	Added Concrete Flankwork at Grease Trap	\$11,854.21
49	APPROVED	Added ERP in Kitchen (CUL-010)	\$1,456.87
47	APPROVED	Modify Gravity Relief Floods	\$5,035.47
46	APPROVED	Prep & Paint of Wood Paneling in Main Gym Area	\$7,112.11
45	APPROVED	Added Exterior Accent Columns (Gym)	\$2,234.45
44	APPROVED	Added Interior Accent Walls (Tech Center)	\$1,782.48
43	APPROVED	Upgrade to Smooth ERP in Utility Area (Gym)	\$632.97
42	APPROVED	Re-frame Openings H1051 & H1052 (Tech Center)	\$1,097.14
41	APPROVED	Extend Wall at Opening H1043 (Tech Center)	\$601.92
40	APPROVED	Added Structural Ceiling Support at Culinary Classroom (Gym)	\$3,566.83
39	APPROVED	Utility Solid Surface Countertops in Restrooms	\$1,404.23
38	APPROVED	Underlayment at Wood Subfloor Areas to Receive Rubber Roll in	\$13,920.74
37	APPROVED	Remove Wood Paneling and Re-finish Walls in Foyer (Gym)	\$2,374.68
36	APPROVED	Drywall Patch at Electrical Panel DB (Gym)	\$1,793.43
35	APPROVED	Drywall Drywall in Weight Room & Culinary Classroom (Gym)	\$9,236.05
34	APPROVED	Drywall at Added Hand Laid Ceiling in Audio Lab (Tech Center)	\$3,442.47
33	APPROVED	Drywall at Added Mechanical Duct Chases (Tech Center)	\$4,664.98
32	APPROVED	Drywall at Added Hand Laid Ceiling & Soffits at Art Class Halls	\$3,687.04
31	APPROVED	Drywall at Re-Finish Sheetrock (Tech Center)	\$4,273.58
30	APPROVED	Drywall Patching at Re-Sized Door Openings (Tech Center)	\$2,299.78
29	APPROVED	Flooring Revisions in Tech Center (RFP #006)	\$34,735.47
28	APPROVED	Replace Drywall Subcontractor	\$16,094.24
27	APPROVED	Remove Wall Openings and Re-finish Walls in Rooms 201 & 20	\$19,642.26
26	APPROVED	Delete Lockers & Reuse Cubbies in Culinary (RFP #005)	(\$279,380)
25	APPROVED	Install Team Room Floor & Install Linoleum	\$6,477.36
24	APPROVED	Ceiling Support at Culinary Classroom	\$2,447.47
23	APPROVED	Additional Electrical Requested by District	\$119,367.03
22	APPROVED	Add Furred Wall & Casework at Flex Space Room 114	\$10,750.19
21	APPROVED	Delete Electrical Infrastructure for Motorized Shades	(\$7,323.00)

Mendocino Unified School District

2020 Bond Program – Phase 2

Change Event Number	Status	Title	Latest Cost
20	APPROVED	Kitchen Hand Sink Revision	\$533.96
19	APPROVED	Electrical to EWH 4 & 5 (CREDM)	(\$895,000)
18	APPROVED	Paint & Paint Wood Paneling in Hospitality Lobby	\$2,172.52
			Contingency
			\$694,414.39
			Allowance
48	APPROVED	Source Demo and Patching at Gym to include Mechanical Wells	\$34,972.48
			Allowances
			\$34,972.48