

Mendocino Unified School District



MINUTES

Regular Board Meeting

THURSDAY, OCTOBER 17, 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/83002108597?pwd=DjZLRKPa7zFaZiFcJ14fCT00EM6XTZ.1>

Passcode: 498423

***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/3075-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 4:31 P.M. 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/89674073785?pwd=Qca1AmbTJ5cFY9s6IjBqcM1zOUQhHj.1>

Meeting ID: 896 7407 3785 Passcode: 876193

Dial by your location: +1 669 900 9128 US (San Jose) Meeting ID: 896 7407 3785 Passcode: 876193

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 5:05 P.M. 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 pulling item 6.0.

5. PUBLIC HEARING – SUNSHINING ITEMS TO BE NEGOTIATED BETWEEN CEMUS AND MUSD

Both the Classified Employees of Mendocino Unified School District (CEMUS) and the District will present their openers for the negotiation of the CEMUS contract for the 2024-25 school year.

The Public Hearing was opened at 5:06 P.M. MUSD is sunshining "Job Descriptions". CEMUS is sunshining Item 3, Item 9, Article S and Compensation.

6. PUBLIC HEARING – SUNSHINING ITEMS TO BE NEGOTIATED BETWEEN MTA AND MUSD

Both the Certificated Employees of Mendocino Unified School District (MTA) and the District will present their openers for the negotiation of the MTA contract for the 2024-25 school year.

This item was pulled from the agenda.

7. 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)

- 7.1. Approval of Warrants
 - 7.1.1. 9/12/24, 9/19/24, 9/26/24, 10/3/24
- 7.2. Approval of Minutes
 - 7.2.1. Board Meeting Minutes: 9/12/24, 10/2/24
- 7.3. Approval of Employment/Personnel Changes
 - 7.3.1. Hire, Classified Employee, 6.0 hrs/day, 10 mos/yr, effective 9/16/24
 - 7.3.2. Hire, Stipend Coach, effective 9/3/24
 - 7.3.3. Increase Hours, Classified Employee currently working 5.5 hrs/day to 6.5 hrs/day, effective 9/3/24
 - 7.3.4. Increase Hours, Classified Employee currently working 5.0 hrs/day to 5.5 hrs/day, effective 9/3/24
- 7.4. Approval of the Current Budget Change Report
- 7.5. Approval of the 2024-25 Attendance Report – Month 1
- 7.6. Approval of Student Body Reports – September 2024
- 7.7. Acknowledgement of correspondence from MCOE regarding the approval of the 2023-24 Budget and LCAP
- 7.8. Acknowledgement of donation to the Greenwood Scholarship Preschool Account in the amount of \$1,000 by the Greenwood Civic Club
- 7.9. Approval of Grant Donation Opportunities for 2024-25
 - 7.9.1. North Coast Builders Exchange - \$2,000
 - 7.9.2. Clay Graig - \$5,000
- 7.10. Approval of Tentative Agreement 2024-25-01 between MUSD and CEMUS regarding Article 18: Health and Welfare Benefits
- 7.11. Approval of the MUSD Emergency Operations Plan for 2024-25
- 7.12. Approval of the Certificated Seniority List
- 7.13. Approval of the Classified Seniority List
- 7.14. Approval of Quarter 1 Investment Reports
- 7.15. Approval of the Williams Settlement Quarterly Uniform Complaint report for School Year 2024-25 – Quarter 1
- 7.16. Final Approval of Board Policies, Bylaws and Administrative Regulations
 - 7.16.1. BP/AR 1330: Use of School Facilities (community relations)

7.16.2. BP/AR 5111: Admissions (students)

7.16.3. BP 6170.1: Transitional Kindergarten (instruction)

MSA Schaeffer/Aum (5/0) to approve the Consent Agenda as presented.

8. REPORTS

8.1. Student Trustee – Knute Kvinsland

Student Trustee Kvinsland gave a report on Homecoming Week. A few slides related to that presentation are attached. Feedback from students regarding district issues focus on the district food, which will be addressed at a future board meeting.

8.2. Administrative

8.2.1. Principal – Tobin Hahn

Principal Tobin Hahn turned his time over to high school teacher Pamela Duncan to discuss the California State Seal of Civic Engagement and what that could mean for students going forward. The presentation information is attached.

8.2.2. Superintendent – Jason Morse

Superintendent Morse reported that maintenance has hung the banners in the gym. School sites have gone through the FIT inspection process. Maintenance continues to respond to requests as soon as possible. Thanks to Trustee Aum for pushing CALTrans into getting the portables removed from the high school. The parent/family phone survey will be discussed in an upcoming meeting.

8.3. Bargaining Units

8.3.1. Mendocino Teachers Association (MTA)

Josh Potter, interim President, gave the attached presentation on teacher/staff spotlights.

8.3.2. Classified Employees of Mendocino Unified Schools (CEMUS)

There was no one present from CEMUS.

8.4. Board Trustee Reports

Trustee Griffen reported that there is Skit Night at the high school on Friday in the gym and that there are several alumni games on Saturday. Come out to support the teams.

9. 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.

There were no parent/community comments.

10. INFORMATION/DISCUSSION/POSSIBLE ACTION ITEMS

10.1. 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.

The Board will review the new punch list of items from Lathrop Construction.

10.2. Mendocino High School Phase III

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

The Board received two quotes for the soccer field renovation. Both were very high.

10.3. Community Center of Mendocino (CCM) Update

Peg Levy, from the Community Center of Mendocino will give the Board an update on programs and facilities at CCM.

Peg Levy, gave a report on the Community Center of Mendocino. It is Peg's 25th year as the head of the center. The Expanded Learning Opportunities Grant has really made a positive impact on the center, enrollment and programs.

10.4. MUSD Deferred Maintenance Plan

Maintenance Supervisor, Jason Morse, will provide an update on the Deferred Maintenance Plan for the District.

MSA Schaeffer/Aum (5/0) to approve the Deferred Maintenance Plan.

10.5. Naming/Renaming of Facilities (BP 7310)

The Board will discuss the possible naming/renaming of the Mendocino High School baseball field.

The Board heard from several community members interested in naming/renaming the Mendocino High School baseball fields. No action was taken.

10.6. Consideration of Reduced Workload Program for 2024-25

As per the negotiated MTA Contract, the District must declare by November 15th of each year whether certificated employees will be offered the reduced workload retirement option of the following year.

MSA Schaeffer/Morton (5/0) to approve the Reduced Workload Program for 2024-25.

10.7. Approval/Authorization of Certificated Teaching Assignments

10.7.1. Approval of 6th Grade Math Teacher to be assigned to teach math under a Limited Assignment Option under Education Code 44256(b) which allows the holder of a Multiple Subject or Standard Elementary Teaching Credential to be assigned to teach classes in grades 5-8 in a middle school if they meet specific unit requirements of the subject taught. Action of the governing board and teacher consent is required.

10.7.2. Approval of 8th Grade Math Teacher to be assigned to teach math under a Limited Assignment Option under Education Code 44256(b) which allows the holder of a Multiple Subject or Standard Elementary Teaching Credential to be assigned to teach classes in grades 5-8 in a middle school if they meet specific unit requirements of the subject taught. Action of the governing board and teacher consent is required.

10.7.3. Approval of 7/8 Grade ELA Teacher to be assigned to teach English Language Arts under a Limited Assignment Option under Education Code 44256(b) which allows the holder of a Multiple Subject or Standard Elementary Teaching Credential to be assigned to teach classes in grades 5-8 in a middle school if they meet specific unit requirements of the subject taught. Action of the governing board and teacher consent is required.

MSA Aum/Morton (5/0) to approve the Certificated Teaching Assignments.

10.8. Board Meeting Calendar

The Board will discuss changing the date of the December meeting to comply with revised law regarding Governing Board Elections and Organizational Meetings.

MSA Griffen/Aum (5/0) to approve moving the December Board meeting to December 17th.

11. FUTURE AGENDA ITEMS

CAASPP, AE Week Trips, MCN 1st Quarter Report, Inter-district Transfer Report

Civics Seal Resolution, CCM Lease

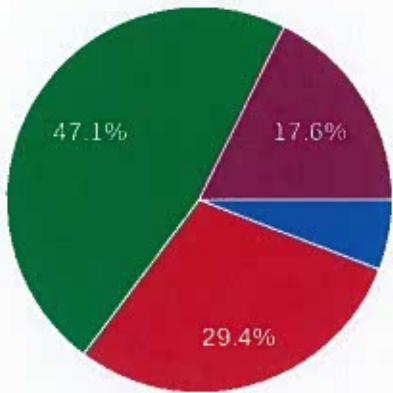
12. ADJOURNMENT

The next regular Board meeting is scheduled for **November 21, 2024 at Comptche School.**

The meeting was adjourned at 6:52 P.M.

What spirit day has been your favorite this week/what spirit day are you most looking forward to?

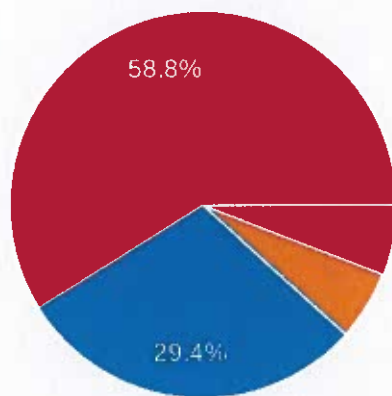
17 responses



- Cardinal Spirit Day
- Anything But a Backpack Day
- Layers
- Gender Bender
- Class Clique

What school event are you most looking forward to in homecoming week/what event did you enjoy the most?

17 responses



- JV/V Volleyball vs. Laytonville
- Boys Soccer vs. Anderson Valley
- Girls Soccer vs. Tamales
- College Day - Coast Center
- JV/V Volleyball vs. Grace Christian
- Homecoming Skit Night
- Fire Truck Parade - sports teams
- Alumni Soccer Games
- Homecoming Dance

California State Seal of Civic Engagement: Mendocino High School

■ 09222022 SSCE Roadmap (Size 11x17).pdf

What is the State Seal of Civic Engagement?

The California State Seal of Civic Engagement, marked by a gold seal on the transcript of diploma, recognizes high school graduates who have demonstrated excellence in civic engagement by working towards and advocating for meaningful solutions to a community or social problem; quality reflection of student activities and growth; and have peer and mentor testimony of relevant student civic activities.

Why is it important?

The SSCE is an opportunity to enable all students, particularly those from marginalized communities, to have relevant, rigorous, and engaging learning opportunities. Such opportunities would enable students to understand that each student matters and belongs in our democratic society and that they have the right and responsibility to use their learning and their skills to make the world, and their community, a better place.

What do students get?

- A special seal from the CA Dept of Education:
 - on high school diploma (as a senior)
- Certificate from the district
- Cord for graduation
- Get recognized at Mendocino Unified School District board meeting
- Can put on college application

How is it achieved?

To qualify for the Seal of Civic Engagement, Mendocino USD juniors and seniors need to meet the following:

- Passing grades
- B or better in at least two history/social science courses including Civics

Completed Civic Engagement Project/activities:

- Identified a meaningful issue that they want to address and/or fix
- Taken action to address the issue(s): e.g., raised awareness of the issue, discussed ideas with others, advocated for effective solutions, engaged with key decision makers, written letters, attended meetings, organized speakers, events, etc...)
- Reflect on how they have grown, what impact you had, and how you could improve in a Student Reflection (written essay, interview/conversation, video, or presentation)

Civics Seal Team

- Social Studies Teachers
- Site Administrator

Timeline

- Board Approval: December 2024
- Student Introduction: December 2024
- Primary Applications Due to Civic Seals Team: December 2024
- Final Application/Presentation to Civics Seal Team: May 2025

California State Seal of Civic Engagement Board Resolution

Adopted by the Board of Education

Resolution No. ____

State Seal of Civic Engagement

WHEREAS: It is the goal of Mendocino Unified School District to prepare *all* of our students for college, career and civic life;

WHEREAS: Schools have much to gain by supporting civic learning. In addition to the development of informed and engaged citizens, high quality civic learning also facilitates the formation of 21st century workplace skills and mindsets, such as critical thinking, collaboration, creativity, communication, and character. School connectedness, engagement, climate, and safety improves, as do academic outcomes, when students participate in our democracy and civic life.

Schools are a critical place for students to develop the civic knowledge, skills and values needed to effectively participate in our democracy, and research demonstrates that six core activities – known as the Six Proven Practices in Civic Learning – directly improve the quality and effectiveness of civic learning in schools;

WHEREAS: The success of our Nation and State depends on educated, informed and engaged citizens and residents;

WHEREAS: The education system has a major role in ensuring students have equitable access to learning to participate in our democracy. The state of California recognizes the necessity of investing in the reduction, and ultimate removal, of inequitable outcomes. Vitalizing civic learning opportunities and instituting a process for the attainment of the State Seal of Civic Engagement in an equitable manner can contribute to LCAP priorities including, but not limited to the Implementation of State Standards, Pupil Achievement, Pupil Engagement and School Climate.

WHEREAS: There has never been a better – or more crucial time – to institute a process for the attainment of the State Seal of Civic Engagement; as our community grows and diversifies. We must meet the needs of the dynamic world we live in.

WHEREAS: In order for students to access civic learning content and skills, the California Department of Education and Orange County Department of Education offers resources to schools and teachers.

THEREFORE BE IT RESOLVED: That the Board of Education of

Mendocino Unified School District requests that the Superintendent and staff work toward creating and implementing a plan for students to be recognized for the State Seal of Civic Engagement upon graduation. Schools will integrate civic literacy into instructional practice and school life; and ensure that adequate time and resources are dedicated to this goal. The Superintendent will regularly update the Board of Education with students' civic learning progress.

To earn the State Seal for Civic Engagement, the student must:

- A. Be engaged in academic work in a productive way;
- B. Demonstrate a competent understanding of United States and California constitutions; functions and governance of local governments; tribal government structures and organizations; the role of the citizen in a constitutional democracy; and democratic principles, concepts, and processes;
- C. Participate in one or more informed civic engagement project(s) that address real-world problems and require students to identify and inquire into civic needs or problems, consider varied responses, take action, and reflect on efforts;
- D. Demonstrate civic knowledge, skills, and dispositions through self-reflection; and
- E. Exhibit character traits that reflect civic-mindedness and a commitment to positively impact the classroom, school, community and/or society.

To facilitate the earning of the State Seal for Civic Engagement districts, schools, and educators must:

- A. Survey educators and leaders on projects and curriculum that students are engaging in currently that meet the criteria for the State Seal for Civic Engagement, as well as, ask about the ways in which existing projects and curriculum need modification or if new projects and curriculum will be implemented. In the survey, educators and leaders from schools who have not applied for the Civic Learning Award will be asked their intention to apply;
- B. Share survey results with stakeholders;
- C. Develop a team of teachers and leaders to collaborate around best practices for Civic Learning to support projects and curriculum at each site; and
- D. Create a plan for the identification of students and distribution of seals.

BE IT FURTHER RESOLVED: That the Board of Education of Mendocino Unified School District will lead by example on what good participatory citizenship looks like by actively reaching out to our stakeholders, including students; carefully considering the needs and wishes of families and students; thoroughly listening to and deliberating issues that come before us, working collaboratively, and appropriately delegating and supporting the Superintendent of Schools in carrying out the vision of the District so that the students' needs and interests are best served.

MUTA Teacher Spotlights

10/17/24

Amanda Martin

**Head Teacher
Albion School**

- 11th year teaching at MUSD
 - 8th year at the Albion School, teaching 5 grade levels: Transitional Kindergarten-3rd grade
- Professional Development Committee for 9 years, 3rd year on Site Council
- alumni of MUSD, K-12!
- Bachelor of Arts in American Multicultural Studies and teaching credential from Sonoma State.
- Favorite part of the day:

"our morning meeting where I ask my students how they are feeling, and every single student says they are happy to be at school and almost everyone says they are looking forward to math"



Sage Anderson

*7th & 8th grade Science,
Journalism*

Mendocino K8



Lora Barnett-Toumala

Physical Education Teacher

Mendocino High School
