

Mendocino Unified School District



MINUTES

Regular Board Meeting

THURSDAY, JANUARY 16, 2025

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

4:00 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/87360354257?pwd=hcGXFq1k3lVply2fw9bWT03AfgHe.1>

Passcode: 123952

***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. 4:00 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 4:02 P.M. Present were Trustees Bloyd, Morton, Schaeffer and Aum. Trustee Griffen 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.

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/82622768097?pwd=omKMlurAG2sFyuGy5aFXESShZSgdsL1>

Meeting ID: 826 2276 8097 Passcode: 080496

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
3.2.1. Employee Sabbatical Request: K8 6th Grade Teacher

4. 5:00 P.M. OPEN SESSION

- 4.1. Call to order and roll call

The meeting was called to order at 5:01 P.M. Present were Trustees Bloyd, Morton, Schaeffer and Aum. Trustee Griffen was absent.

- 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 Schaeffer/Bloyd (4/0) to approve the agenda.

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. 12/12/24, 12/19/24, 1/3/24, 1/9/25

- 5.2. Approval of Minutes

5.2.1. Board Meeting Minutes: 12/17/24, 1/8/25

- 5.3. Approval of Employment/Personnel Changes

5.3.1. Hire, Classified Employee, 3.75 hrs/day, 10 mos/yr, effective 12/19/24

5.3.2. Hire, Classified Employee, 8.0 hrs/day, 10 mos/yr, effective 1/6/25

5.3.3. Hire, Classified Employee, 8.0 hrs/day, 10 mos/yr, effective 1/6/25

5.3.4. Hire, Temporary Certificated Tutor, 5 hrs/week, effective 12/16/25 – 2/1/25

- 5.3.5. Hire, Certificated Long-term Substitute, effective 12/21/24 – 6/13/25
- 5.3.6. Hire, Classified Coach, Stipend position, effective 11/1/24
- 5.3.7. Hire, Classified Coach, Stipend position, effective 11/24/24
- 5.3.8. Hire, Classified Coach, Unpaid Stipend Position, effective 11/24/24
- 5.3.9. Accept Retirement, Classified Employee, 6.5 hrs/day, 10 mos/yr, effective 6/13/25
- 5.3.10. Accept Resignation, Classified Employee, 6.0 hrs/day, 10 mos/yr, effective 1/3/24
- 5.4. Approval of the Current Budget Change Report
- 5.5. Approval of the 2024-25 Attendance Report – Month 4
- 5.6. Approval of Student Body Reports – December 2024
- 5.7. Approval of Cafeteria Financial Report through November 2024
- 5.8. Approval of Quarter 3 Investment Reports
- 5.9. Approval of Williams Settlement Quarterly Uniform Complaint Report for Quarter 2 of the 2024-25 School Year
- 5.10. Approval of MOU 2024-25-01 between CEMUS and MUSD
- 5.11. Approval of MOU 2024-25-02 between CEMUS and MUSD
- 5.12. Approval of the 2024-25 Consolidated Application – Winter Release
- 5.13. Approval of the MUSD Substitute Pay Rate Public Disclosure
- 5.14. Approval of the 2023-24 MUSD Audit Report
MSA Schaeffer/Morton (4/0) to approve the Consent Agenda.

6. REPORTS

- 6.1. Student Trustee – Knute Kvinsland
Student Trustee Kvinsland reported that no survey was sent out this month due to lack of school days. Academics have started back up after break. There was a recent assembly that acknowledged students for honor roll and attendance. Presented some possible sports teams as well. Those included baseball and boys volleyball.
- 6.2. Administrative
 - 6.2.1. Principal – Kim Humrichouse
Principal, Kim Humrichouse, gave the attached presentation.
 - 6.2.2. Superintendent – Jason Morse
Superintendent Morse reports that the district chronic absenteeism is at 23.8%. That is approaching pre-covid levels. We have hired two new cafeteria staff. A cook and cook manager have been hired to replace long-time staff members Diane Price and Trish Evans. The new staff will have 6 months of training with Diane and Trish. The maintenance yard has continued to be cleared. All that remains is tree debris. Looking to do a burn pile there. The water project appeal period ends on Monday. We have not received any appeals as of today. Attended solar power company interviews. NV5 meeting will take place next week to get insight and

recommendations. Hope to select a company at the next meeting. MCN and MUSD to meet with the city of Fort Bragg to see about finalizing the agreement.

6.3. Bargaining Units

6.3.1. Mendocino Teachers Association (MTA)

Josh Potter, MTA interim president reports that staff is busy. There have been several incidents on sites that show just how well the school community pulls together. Looking to share resources with each other. Acknowledgement goes out to Tobin for support and Kim as well. Asking Trustee Kvinsland to ask students to do teacher shout outs.

6.3.2. Classified Employees of Mendocino Unified Schools (CEMUS)

There was no one present from CEMUS.

6.4. Board Trustee Reports

Trustee Morton: Thank you to Tobin for the presentation at the board workshop.

Trustee Aum: Thank you to Tobin for the presentation at the board workshop.

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.

Veronica Bazor from MCOE thanked the board members for their service and distributed small gifts of appreciation.

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.

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.

Drinking fountains have been installed, the water tank issue has been identified, soccer fields are looking good. Work on community school continues.

8.3. Consideration of Leave Request

Classified employee currently working 5.75 hours/day requests a temporary unpaid leave of absence effective 1/21/25 through 5/6/25.

MSA Morton/Schaeffer (4/0) to approve the leave request.

9. FUTURE AGENDA ITEMS

Administrative Contracts, MCN 2nd Quarter Report, LCAP Budget Overview, SARC's, Superintendent Evaluation.

NV5 recommendations.

10. ADJOURNMENT

The next regular Board meeting is scheduled for **February 13, 2025 at Mendocino High School.**

The meeting was adjourned at 5:52 P.M.

Mendocino K8 Schools

January 2025



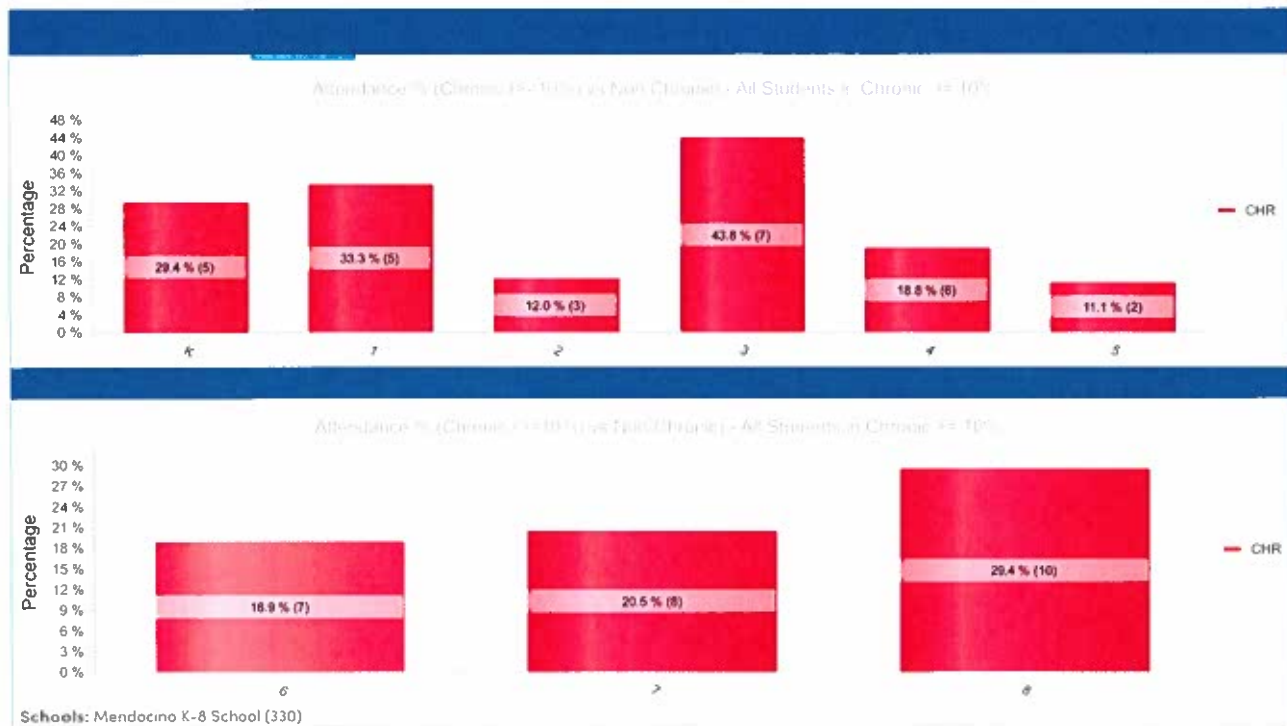
Attendance

Albion School - 58% Chronically absent (7 students)

Comptche School - 43% Chronically absent (3 students)

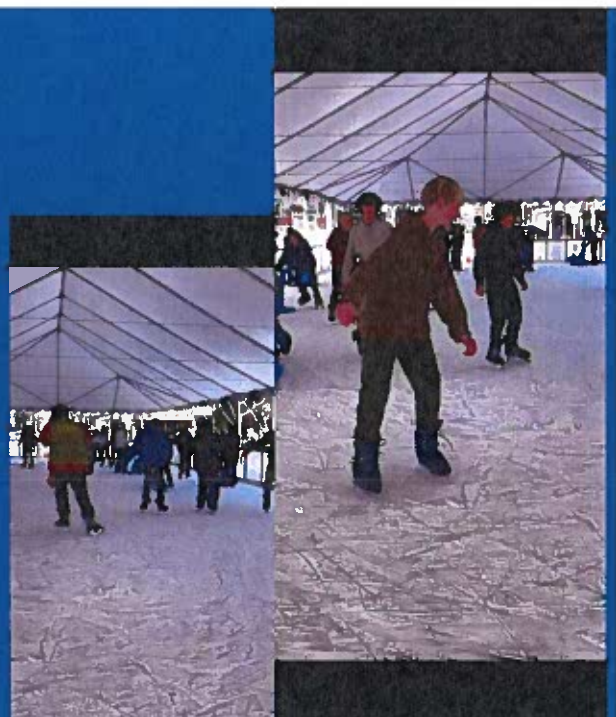
Mendocino TK-5th - 22.8% Chronically absent (28 students)

Mendocino 6th - 8th - 22.7% Chronically absent (25 students)



Events

- Scripps Spelling Bee
 - School-wide 1/24 @ 10:30
- PBIS
 - 7th Class Reward - Ice Skating
 - 6th Grade Reward - roller skating
- End of Semester 1/24
- STEAM Assembly





THANK YOU!

I'd like to thank the K8 staff for being a strong team of responsive educators and supportive community members!



Mendocino Unified School District

BOND MEASURE IMPROVEMENT BOND PROGRAM PHASE ONE & TWO PROJECTS

•MUSD BOARD MEETING –JANUARY 2025

Alameda
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	1,127,186	992,052	135,134	1,121,306	5,880
Bidding, Permitting, Misc.	95,000	118,622	-23,622	95,000	0
Construction	9,675,800	8,976,808	-334,983	8,548,497	1,127,304
Owners Contingency	697,428	42,842	654,586	725,000	-27,572
Construction Support	505,000	388,486	96,514	429,025	75,975
Fixtures & furniture	0	12,146	-12,146	12,146	-12,146
Reserve	0	0	0	0	0
Totals	12,100,414	10,530,966	816,796	10,930,973	1,189,441

Available vs. budgeted
soft cost vs. hard cost
(21,956) assumes 100% contingency expended
25.06%

Funding Status

AVAILABLE FUNDS		PROJECTED FUND BALANCE @ % CONTINGENCY EXPENDED			
		0%	1%	5%	8%
Series A bonds	12,078,458	675,472	578,714	191,682	-21,956

Mendocino Unified School District

Schedule

	Planned	Actual	Schedule Status
Design and Planning	Jun-22	Jun-22	
Permitting and PH-2 GMP	1-Dec-22	August 23	
Construction	August 2023	August 21, 2024	
Completion	August 21, 2024		December 2024 Nearly Completed

Overall Project Status

Tech Center and Gym is occupied.

Modular Classrooms Removed! Last of site work commenced and Generator Installed.

Mechanical and Electrical engineers planning to come on site for long awaited punchlist this week.

Generator Training scheduled but postponed due to faulty generator part needing replacement.

Potential Issues:

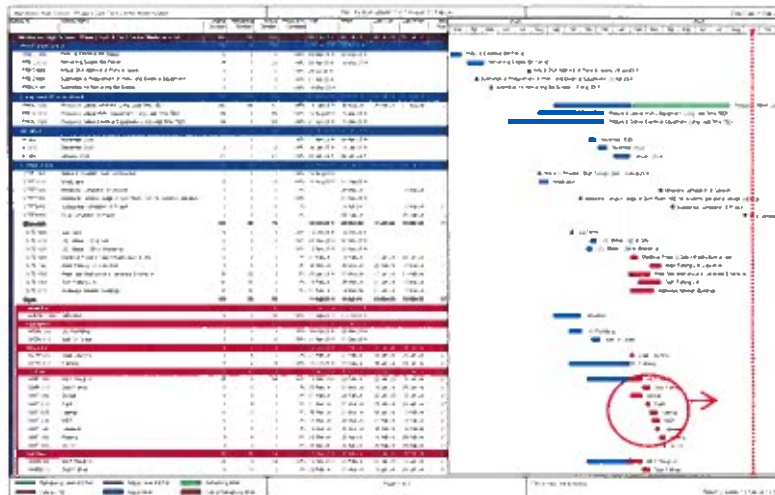
No more issues, just need to get last of phase 2 (and phase 1) punchlist items completed and Closeout the Project with DSA.

Next Steps

Contractor to complete installation ADA parking and completion of Punchlist items.

Mendocino Unified School District

2020 Bond Program – Phase 2



Mendocino Unified School District

2020 Bond Program – Phase 2

Status	Description	Amount
APPROVED	Remove Wood Paneling and Re-Finish Walls in Foyer (Gym)	\$2,374.68
APPROVED	Underlayment at Wood Subfloor Areas to Receive Rubber or Linoleum	\$11,920.74
APPROVED	Utility Solid Surface Countertops in Restrooms	\$1,404.23
APPROVED	Added Structural Ceiling Support at Culinary Classroom (Gym)	\$3,586.81
APPROVED	Extend Wall at Opening B103B (Tech Center)	\$604.32
APPROVED	Re-Frame Openings B103E & B103D (Tech Center)	\$1,097.14
APPROVED	Upgrade to Smooth FRP in Culinary Area (Gym)	\$632.97
APPROVED	Added Interior Accent Walls (Tech Center)	\$1,782.48
APPROVED	Added Exterior Accent Colors (Gym)	\$2,234.45
APPROVED	Prep & Paint of Wood Paneling in Main Gym Area	\$7,112.11
APPROVED	Modify Gravity Relief Hoods	\$5,035.47
APPROVED	Added FRP in Kitchen (ASL #010)	\$1,456.87
APPROVED	Added Concrete Flatsink at Grease Trap	\$11,854.21
APPROVED	Flooring Revisions in Culinary Classroom	\$9,672.79
APPROVED	Remove & Replace Trim at Exterior Stairwell (Gym)	\$21,714.47
APPROVED	Flashing at Mechanical Curb over Shingle Roofs	\$7,779.16
APPROVED	Demo of Additional Roofing Layer at Tech Center	\$11,444.96
APPROVED	Furring at Tech Center for Canopy Stutters	\$1,115.18
APPROVED	Protective Bollards at Backflow	\$3,196.49
APPROVED	Added Stainless Steel Wall Cladding at Kitchen & Add Insulation at H	\$8,435.21
APPROVED	Dark Room Sink Revisions	\$9,434.37
APPROVED	Added Acoustical Ceiling Panels in Audio Lab (Tech)	\$8,932.22
APPROVED	Re-Roof the Gym Building (RFP #014)	\$209,341.19
APPROVED	Storm Drain Tie-in to Existing	\$3,762.62
APPROVED	Chip & Remove Existing Concrete Overpour	\$4,472.47
APPROVED	Attachment of ACPS Panels	\$1,308.13
APPROVED	Skrim Replacement at Tech Center	\$9,707.60
OPEN	Discovery and Repair of Undiscovered Utilities	\$9,472.33
OPEN	Insulation Above Ceiling in Classrooms 201 & 202	\$4,152.26
		\$673,119.24
RE-USE & RES	Added H.V.A.C. Unit for IDF Room (Tech)	\$18,886.34
		\$712,005.58