
Mendocino Unified School District



Agenda

Regular Board Meeting

DECEMBER 15, 2016

K-8 SCHOOL

44261 LITTLE LAKE ROAD

MENDOCINO, CA 95460

4:30 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 4:30 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. 4:30 P.M. OPEN MEETING, CALL TO ORDER AND ROLL CALL

- 1.1. Call to order and roll call
- 1.2. The President will verbally identify the agenda items to be discussed during closed session as listed below.

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).

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
- 3.2. Public Employee Employment per item 6.3

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

- 4.1. Call to order and roll call
- 4.2. Closed session disclosure
Any reportable action taken during closed session will be disclosed at this time.
- 4.3. Approval of agenda
Items to be removed from the agenda or changes to the agenda should be done at this time.

5. 5:05 P.M.-PUBLIC HEARING – SUNSHINING ITEMS TO BE NEGOTIATED BETWEEN MTA AND MUSD

Both Mendocino Teachers Association (MTA) and the District will present their openers for the negotiation of the MTA Contract for the 2017-18 school year.

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: 11/9/16, 11/16/16, 11/23/16, 11/30/16
- 6.2. Minutes
6.2.1. Board Meeting Minutes 11/17/16
- 6.3. Personnel
6.3.1. Approval of Employment
6.3.1.1. K-8 Girls Basketball Coach, stipend position, effective 11/7/16
6.3.1.2. K-8 Instructional Aide, increase hours from 3.75 to 6.5 hours/day, effective 11/29/16

- 6.3.2. Approval of resignations
 - 6.3.2.1. Classified Instructional Aide, 6.5 hours/day, effective 11/18/16
 - 6.3.2.2. Head Track and Field Coach, stipend position, effective 11/18/16
- 6.3.3. Approval of retirements
 - 6.3.3.1. Classified MCN Office Manager, 8 hours/day, effective 2/28/17
 - 6.3.3.2. Certificated Teacher, 1.0 FTE, effective 6/30/17
- 6.4. Current Budget Change Report
- 6.5. Mendocino Community Network (MCN) Financial Statements
 - 6.5.1. Unaudited MCN Statement of Fund Net Assets for October 2016
 - 6.5.2. Unaudited MCN Statement of Revenues, Expenses, and Changes in Net Assets for October 2016
- 6.6. Approval of CEMUS MOU 2016-01: Stipend for use of cell phone as District Substitute Coordinator
- 6.7. Donation
 - Acceptance of donation from the James G. Cummings Foundation in the amount of \$5000 for the Mendocino K-8 School's Lead Guitar Program
- 6.8. Acknowledgment of receipt of correspondence from County Treasurer-Tax Collector of Mendocino County: Investment Report – September 30, 2016
- 6.9. Board Policies/Bylaws/Administrative Regulations/Exhibit
 - 6.9.1. BP 2121: Superintendent's Contract
 - 6.9.2. BB 9321: Closed Session Purposes and Agendas
 - 6.9.3. AR 4361.8: Family Care and Medical Leave
 - 6.9.4. BP/AR/E 1312.3: Uniform Complaint Procedures (UCP)

7. Reports

- 7.1. Student Trustee – Emily Symonds
- 7.2. Administrative
 - 7.2.1. Principal – Tobin Hahn
 - 7.2.2. Superintendent – Jason Morse
- 7.3. Bargaining Units
 - 7.3.1. Mendocino Teachers Association (MTA)
 - 7.3.2. Classified Employees of Mendocino Unified Schools (CEMUS)
- 7.4. Board Trustee Reports

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.

9. INFORMATION/DISCUSSION/ACTION ITEMS

- 9.1. MUSD First Interim Report
Cynthia Brown, Business Manager, will present the MUSD 2016-17 First Interim Budget Report to the Board for review and approval. (action)
- 9.2. Organizational Meeting
Board Elections for President, Clerk, and official appointment of the Superintendent as Secretary to the Board. These actions are required by law. (action)
- 9.3. Board Appointments to Committees
The Board is to hold an annual organizational meeting (BP 9100) whereby it appoints Board representatives to various assignments and designated committees. Previous committees which board members have participated on have been: Board Facilities Committee (2 Trustees), Board Finance Committee (two trustees plus an alternate), Superintendent's MCN Advisory Committee (two trustees), MECCA (Board President), and Superintendent's Policy Committee (two trustees) (action)
- 9.4. Approval of MUSD 2017-18 Board Meeting Calendar
At its annual organizational meeting, the Board is required to approve its yearly regular meeting schedule. A worksheet of an 18 month calendar, including periodic meetings at the outlying schools/communities, is presented to the Board for review. This calendar assumes the regular meetings remain on the third Thursday of the month. However, due to holidays, etc., some meetings in this 18 month period may fall on a different week. All meetings take place at 5:00 p.m. and are held at the Mendocino K-8 campus (with the exception of the periodic meetings at other school sites). (action)
- 9.5. Acceptance of the MUSD 2017-18 Board Action Calendar
This calendar is a summary of routine and legally required agenda items and the approximate month they need to take place. It is a valuable tool for administration as well as the Board. (action)
- 9.6. Consideration/approval of College Readiness Block Grant Spending Plan
The plan describes funding to provide high school pupils additional supports to increase the number who enroll at institutions of higher education and complete an undergraduate degree within four years. At the November 17, 2016 Board meeting, there was a public hearing for this plan. (information/discussion/action)

- 9.7. Approval of Resolution 2016-24: Resolution regarding accounting of developer fees for the 2015-16 fiscal year. This resolution is required on an annual basis to report the collection and expenditure of all developer fees from the previous year. (action)
- 9.8. Superintendent Jason Morse will report to the Board on the viability of a preschool in Mendocino. (information/discussion)
- 9.9. Board Administrative Regulation (first reading)
 - 9.9.1. AR 4161.20: Personal Leaves (action)
- 9.10. Board Policy/Administrative Regulation (information only)
 - 9.10.1. BP/AR 3550: Food Service/Child Nutrition Program

10. FUTURE AGENDA ITEMS

Audit report, Cafeteria Financial Report, Strategic Plan update, Williams Settlement, local assessments in schools, addressing the gender academic gap, report on implementation of Common Core, a review of acceleration options, AE Week analysis, ongoing policies

11. ADJOURNMENT

The next **regular Board meeting** is set for **January 19, 2017** at the K-8 School. A **Board Retreat** is scheduled for **January 3, 2017**.