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# Mendocino Unified School District

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## Minutes

### Regular Board Meeting

**JANUARY 19, 2017**

**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](http://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](mailto: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

*The meeting was called to order at 4:30 p.m.*

*Present: Trustees Schaeffer, Grinberg, Acker, Morton, and Wylie*

- 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 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).

*No one spoke at this hearing.*

**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. Consider request for readmission of expelled student #1 (2013) Education Code 48918

- 3.3. Public Employee Employment per item 5.3

**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, Acker, and Morton. Trustee Wylie was absent.*

*Trustee Acker had to leave for an emergency shortly after the start of the regular session.*

- 4.2. Closed session disclosure

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

*There was 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 Grinberg/Morton (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. Warrants

5.1.1. Warrants dated: 12/5/16, 12/7/16, 12/14/16, 12/21/16, 1/4/17

- 5.2. Minutes

5.2.1. Board Meeting Minutes 12/15/16

- 5.3. Personnel
  - 5.3.1. Approval of Employment
    - 5.3.1.1. Classified Cook, 5 hours/day, effective 1/3/17
    - 5.3.1.2. Girls Head Soccer Coach, stipend position, effective with fall sports season
    - 5.3.1.3. Boys Head Soccer Coach, stipend position, effective with fall sports season
    - 5.3.1.4. Varsity Cross Country Coach, stipend position, effective with fall season
    - 5.3.1.5. JV Girls Basketball Coach, fall sport, payment of partial stipend, effective 12/7/16
  - 5.3.2. Approval of resignations
    - 5.3.2.1. Classified Instructional Aide, 5.0 hours/day, effective 12/14/16
  - 5.3.3. Approval of personnel changes
    - 5.3.3.1. Classified Preschool Teacher, 4.6 hours/day, changed from Assistant Teacher to Teacher, Range 25 to 36
    - 5.3.3.2. Certificated Teacher, .8 FTE, changed to 1.0 FTE (.2 FTE is temporary), effective 1/3/17
- 5.4. Current Budget Change Report
- 5.5. Mendocino Community Network (MCN) Financial Statements
  - 5.5.1. Unaudited MCN Statement of Fund Net Assets for November 2016
  - 5.5.2. Unaudited MCN Statement of Revenues, Expenses, and Changes in Net Assets for November 2016
- 5.6. Approval of Student Body Account Reports for November and December of 2016
- 5.7. Donations
  - 5.7.1. Acceptance of donation from Vanguard Charitable in the amount of \$5000 for the support of the Greenwood Preschool in Elk
  - 5.7.2. Acceptance of donation from Debbie and Michael Sholin of Mendocino Foods, Inc. in the amount of \$500 for the 6<sup>th</sup> and 8<sup>th</sup> grade class trips
- 5.8. Acceptance of final audit reports for 2015-16 School Year for Mendocino Unified School District and Mendocino Community Network
- 5.9. Approval of Enrollment and Attendance Report – Month 4
- 5.10. Approval of Cafeteria Report through November 2016
- 5.11. Acknowledgement of Certificated Seniority List for School Year 2016-17
- 5.12. Acknowledgement of receipt of correspondence from County Treasurer-Tax Collector of Mendocino County: Investment reports – November and December 2016

- 5.13. Acknowledgement of Williams Settlement Quarterly Uniform Complaint Reports for Quarter 2 of the 2016-17 School Year

*MSA Morton/Acker (4/0) to approve the Consent Agenda with Item 5.2 pulled to the Action Agenda. Item 5.2 will become Item 8.5 on the Action Agenda.*

## **6. Reports**

- 6.1. Student Trustee – Emily Symonds

*Student Trustee Emily Symonds gave a brief report to the Board regarding activities at the High School including updates on sports and the Cardinal Café.*

- 6.2. Administrative

- 6.2.1. Principal – Kim Humrichouse

*Principal Humrichouse reported on K-8 school activities. The Spelling Bee was a great success. There is an upcoming Parent Information Night on January 25.*

- 6.2.2. Superintendent – Jason Morse

*Superintendent Morse visited Greenwood Preschool today and noted the program there is growing. He has been coaching fall basketball (grades 6-8). Jason thanked Otto Rice, Maintenance Supervisor, whose team pitched in to help feed the children when all the cafeteria staff were sick. He reported that there is some hope for the District of Choice Program extending until 2022. Otto thanked members of the community and staff who have stepped up to help the school without being asked.*

- 6.3. Bargaining Units

- 6.3.1. Mendocino Teachers Association (MTA)

*There was no one present from MTA.*

- 6.3.2. Classified Employees of Mendocino Unified Schools (CEMUS)

*There was no one present from CEMUS.*

- 6.4. Board Trustee Reports

*Trustee Morton thanked Otto Rice for his many contributions to the school. Trustees Grinberg and Schaeffer discussed fundraising possibilities while still supporting MUSE. Trustee Morton will volunteer to lead the Board Self Evaluation process at the February meeting.*

## **7. 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.

*One community member said that the high school score board needed a lot of work.*

## **8. INFORMATION/DISCUSSION/ACTION ITEMS**

- 8.1. Superintendent Jason Morse will give an update to the MUSD Strategic Plan.  
(information/discussion)

*Superintendent Morse gave an update to the Strategic Plan.*

- 8.2. Superintendent Jason Morse will give a report on the cafeteria, student wellness, and physical fitness testing. (information/discussion)

*Superintendent Morse gave a report on the cafeteria, student wellness, and physical fitness testing.*

- 8.3. Board Policy and Administrative Regulations (first reading)

8.3.1. AR 4161.20: Personal Leaves

8.3.2. BP/AR 3550: Food Service/Child Nutrition Program  
(action)

*MSA Morton/Grinberg (3/0) to approve the above Board Policy and Administrative Regulations.*

- 8.4. Board Policy/Administrative Regulation (information only)

8.4.1. BP/AR 4112.42 Drug and Alcohol Testing for School Bus Drivers

*Changes were made to the 12/15/16 Board agenda to correct committee assignments for 2017 and Item 9.8 adding that a preschool is not an option at this time.*

## **9. FUTURE AGENDA ITEMS**

A review of acceleration options, administrative contracts, MCN 2<sup>nd</sup> Quarter Report, Winter Consolidated Program Application, SARC's, ongoing policies

## **10. ADJOURNMENT**

The next regular Board meeting is set for **February 16, 2017** at the K-8 School.

The next Board Workshop will be **January 31, 2017**.

The Board will meet for the Superintendent's Evaluation on **February 7, 2017**.

*The Board corrected the location of the February 16, 2017 to be at the Comptche School.*

*The meeting adjourned at 6:09 p.m.*