
Mendocino Unified School District



Minutes

Regular Board Meeting

**FEBRUARY 16, 2017
COMPTCHE SCHOOL
31301 COMPTCHE UKIAH ROAD
COMPTCHE, CA 95427**

**5:00 P.M. OPEN SESSION
COMPTCHE MULTIPURPOSE ROOM**

6:15 P.M. CLOSED SESSION – CLASSROOM

<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 Classroom at 6:15 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. 5:00 P.M. CONVENE TO OPEN SESSION

- 1.1. Call to order and roll call

The meeting was called to order at 5:00 p.m.

Present were Trustees Schaeffer, Grinberg, and Morton. Trustees Acker and Wylie were a bit late and were not present for the first two votes on action items.

- 1.2. Closed session disclosure

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

- 1.3. Approval of agenda

Items to be removed from the agenda or changes to the agenda should be done at this time.

MSA Morton/Grinberg (3/0) to approve the agenda as written.

2. 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)

- 2.1. Warrants

2.1.1. Warrants dated: 1/12/17, 1/18/17, 1/25/17, 2/1/17

- 2.2. Minutes

2.2.1. Board Meeting Minutes 1/19/17, 1/31/17

- 2.3. Personnel

- 2.3.1. Approval of Employment

2.3.1.1. Classified Resource Aide, 5.0 hours/day, effective 2/6/17

2.3.1.2. Classified Instructional Aide, 3.75 hours/day, effective 1/30/17

2.3.1.3. Boys A/B Basketball Coach, stipend position, effective with fall sports season

- 2.3.2. Approval of retirements

2.3.2.1. Classified Instructional Aide, 6.5 hours/day, effective 1/30/17

2.3.2.2. Classified MCN Domain Manager/Support Technician, 8 hours/day, effective 4/18/17

- 2.3.3. Approval of personnel changes

2.3.3.1. Classified Instructional Aide, 5.75 hours/day, added 4% Educational Increment

- 2.4. Current Budget Change Report

- 2.5. Mendocino Community Network (MCN) Financial Statements

2.5.1. Unaudited MCN Statement of Fund Net Assets for December 2016

2.5.2. Unaudited MCN Statement of Revenues, Expenses, and Changes in Net Assets for December 2016

- 2.6. Approval of MCN Second Quarter Budget Report and 2016-17 Budget Update

- 2.7. Donations

- 2.7.1. Acceptance of donation of commercial kitchen equipment (valued at \$90,000) for the High School from Fedele Bauccio of Bon Appetit Management Company
 - 2.7.2. Acceptance of donation from Bones Newstead of a laptop computer to the Community School valued at \$400
 - 2.8. Acceptance of Request for Allowance of Attendance because of emergency conditions, Form J-13A
 - 2.9. 2016-17 Winter submission to the CDE: Consolidated Application and Reporting System (CARS) data collection process
 - 2.10. Acknowledgement of Contract with Christy White Associates for auditor services (second year of contract)
 - 2.11. Approval of School Accountability Report Cards 2015-16 (Published in 2017)
 - 2.12. Approval of Student Body Account Reports for January 2017
 - 2.13. Board Policy and Administrative Regulations
 - 2.13.1. AR 4161.20: Personal Leaves
 - 2.13.2. BP/AR 3550: Food Service/Child Nutrition Program
- MSA Morton/Grinberg (3/0) to approve the consent agenda as written.*

3. Reports

- 3.1. Student Trustee – Emily Symonds
Student Trustee Emily Symonds was not present.
- 3.2. Administrative
 - 3.2.1. Principal – Tobin Hahn
Principal Tobin Hahn reported on various activities at the high school including a robotics team competition and a recent free taco bar provided by parents.
 - 3.2.2. Superintendent – Jason Morse
Superintendent Morse reported on various activities in the district including his participation at the Improv running the lights, the final basketball game, and the positive impact on teaching after receiving the newly donated equipment to the high school kitchen. He also reported on the progress on the K-8 School renaming and possible mascot change project.
- 3.3. Bargaining Units
 - 3.3.1. Mendocino Teachers Association (MTA)
MTA President Mimi Sawyer reported on activities in the school district.
 - 3.3.2. Classified Employees of Mendocino Unified Schools (CEMUS)
CEMUS President, Christine Kenton, was not present. Christine had asked Trustee Wylie to read a letter from CEMUS to the Board regarding an employee.
- 3.4. Board Trustee Reports
Trustee Wylie requested that the Board change the retirement date of the employee mentioned in Item 3.3.2 above be granted an extension date to June 30, 2017.
Trustee Morton reported changes in the state pension system which will have a dramatic impact on school finances. He encouraged employees to become familiar with these changes and the impact on their own retirements now and in the future.
Trustee Acker reported on the vaccine conference that he facilitated recently.

Trustee Grinberg and Schaeffer reported they will meet with MUSE to discuss a new fundraising process for the district.

4. 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.

A community member/parent suggested that the district implement a resolution that would make MUSD a "safe haven" district. Superintendent Morse will work with a group of parents to make this happen.

5. INFORMATION/DISCUSSION/ACTION ITEMS

- 5.1. Approval of Resolution 2017-01: Resolution authorizing the District Superintendent to sign and file, for and on behalf of the MUSD, a Financial Assistance Application for financing agreement from the State Water Resources Control Board to pursue Safe Drinking Water State Revolving Funds for water system improvements. (action)

MSA Grinberg/Morton (5/0) to approve Resolution 2017-01.

- 5.2. The Board will discuss fundraising models in the District. (information/discussion)
Trustee Schaeffer read a page from the board packet regarding their proposed goals on a new way to do fundraising in the District.

MSA Wylie/Morton (5/0) to create an Ad Hoc Committee of Trustees Schaeffer and Grinberg to meet with interested parties following the guidelines in the backup materials for this item and report back to the Board at a future date on their progress.

- 5.3. The Board will discuss conducting a self-evaluation. (information/discussion)
Trustee Morton presented his research on ways to go forward with a self-evaluation. The Board will do its self-evaluation entirely in open session.

MSA Morton/Grinberg (5/0) to agree to go forward with a self-evaluation using the process presented.

- 5.4. Board Policies and Administrative Regulations (first reading)

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

(action)

MSA Grinberg/Acker (5/0) to approve BP/AR 4112.42 as a first reading.

- 5.5. Administrative Regulation (information only)

- 5.5.1. AR 3311: Bids

After review, this policy may have already been updated. Staff will make any change necessary.

6. FUTURE AGENDA ITEMS

Approval of instructional calendar, 2nd Interim Budget Report, Deferred Maintenance Plan, Layoffs, Child Abuse Prevention Month Resolution

A review of acceleration options will be put on a future agenda. The Board will complete the self-evaluations within the next couple of months.

7. ADJOURNMENT

The next regular Board meeting is set for **March 9, 2017** at the K-8 School.
The meeting was adjourned at 5:15 p.m. and the Board went into closed session.

8. 6:15 P.M. CLOSED SESSION CALL TO ORDER AND ROLL CALL

8.1. Call to order and roll call

The closed session was called to order at approximately 6:15 p.m.

8.2. 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.

9. 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 laws, 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).

There was no one present for the public hearing for closed session.

10. 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.

10.1. Conference with Labor Negotiators (Government Code 54957.6)

Agency Representative: Superintendent Jason Morse

Employee organizations: CEMUS and MTA bargaining units

10.2. Public Employee Discipline/Dismissal/Release

10.3. Public Employee Employment per item 2.3

11. RECONVENE TO OPEN SESSION

Closed session disclosure

No action was taken during closed session and the Board had nothing to report out.

12. ADJOURNMENT

The meeting was adjourned at 7:15 p.m.