

Mendocino Unified School District



Agenda

Regular Board Meeting

AUGUST 21, 2018

**MENDOCINO K-8 SCHOOL
44261 LITTLE LAKE ROAD
MENDOCINO, CA 95460**

4:00 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 4:00 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 <http://www.mendocinoused.org/District/2285-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, Susan Strom, Exec. Assistant to the Superintendent, in writing at P.O. Box 1154, Mendocino, CA 95460 or via email at sdosusan@mcn.org.

MENDOCINO UNIFIED SCHOOL DISTRICT IS PROUD TO BE AN EQUAL OPPORTUNITY EMPLOYER

1. 4:00 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 and unrepresented employees
- 3.2. Employment/Personnel Changes 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. SWEARING IN OF THE NEW STUDENT TRUSTEE, REMY DAMIANI

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. Approval of Warrants
 - 6.1.1. Warrants dated: 6/13/18, 6/20/18, 6/29/18, 7/12/18, 7/19/18, 7/26/18, 8/2/18, 8/9/18
- 6.2. Approval of Minutes
 - 6.2.1. Board Meeting Minutes 6/21/18
- 6.3. Approval of Employment/Personnel Changes
 - 6.3.1. Certificated 6th Grade Teacher, hired at 1.0 FTE, effective 8/20/18
 - 6.3.2. Classified H.S. Integrative Aide hired at 2.5 hours/day, effective 8/24/18*
 - 6.3.3. Classified H.S. Library Aide, hired at 3.75 hours/day, effective 8/23/18*
 - 6.3.4. Classified 6-8 Resource Aide, hired at 5 hours/day, effective 8/24/18
 - 6.3.5. Classified Preschool Assistant Teacher, hired at 4.6 hours/day, effective 8/31/18

- 6.3.6. Classified K-8 Integrative Aide, hired at 6.5 hours/day, effective 8/24/18
- 6.3.7. Certificated Long Term Substitute Teacher, hired at .5 FTE, effective 8/20/18
- 6.3.8. Classified D.O. Accounts Payable, increase from 3.5 hours to 7 hours/day, effective 7/1/18/18 (This position now incorporates the mail person duties.)
- 6.3.9. Classified K-8 Instructional Aide, reduced from 3.75 hours to 3.5 hours per day, effective 8/24/18*
- 6.3.10. Classified K-8 Library Aide hired at 3.75 hours/day, effective 8/23/18*
- 6.3.11. Certificated Teacher, column move from Column 3 to Column 4, effective 8/20/18
- 6.3.12. Certificated Teacher, reduction from 1.0 FTE to .5 FTE (due to leave request), effective 8/20/18
- 6.3.13. Certificated Teacher, reduction from 1.0 FTE to .5 FTE (due to leave request), effective 8/20/18
- 6.3.14. Certificated Teacher, reduction from 1.0 FTE to .47 FTE, (due to leave request), effective January 2018
- 6.3.15. Classified Business Manager, .6 FTE, retired, effective 8/1/18
- 6.3.16. Classified Bus Driver, 6 hours/day, resigned, effective 8/13/18
- 6.3.17. Classified K-8 Library Aide, 3.5 hours/day, resigned effective 6/30/18
**(note: One H.S. and one K-8 Aide are assuming more hours as library aides this year)*

6.4. Approval of Current Budget Change Report

6.5. Approval of Mendocino Community Network (MCN) Financial Statements

- 6.5.1. Unaudited MCN Statement of Fund Net Position (with GASB 68 adjustments separated), for the ten month period ending May 31, 2018 with comparative totals for the year ending June 30, 2017
- 6.5.2. MCN Statement of Revenues, Expenses, and Changes in Fund Net Position based on Audit Report (minus GASB 68 adjustments) for May 31, 2018 with comparative totals as of June 30, 2017

6.6. Approval of Student Body Account Reports for June and July 2018

6.7. Approval of Enrollment and Attendance Reports – Months 8, 9, & 10

6.8. Approval of End of Year Comp Time and Vacation Accrual Report

6.9. Approval of Declaration of Surplus Library Books (actual list of books to be surplusd can be found at the District Office)

6.10. Approval of Williams Settlement Quarterly Uniform Complaint Report for Quarter 4 of the 2017-18 School Year

6.11. Approval of MFPD Fuel Use Agreement for 2018-19 School Year

6.12. Approval of Internship Credential Program Agreement with National University

6.13. Approval of 2018-19 Memorandum of Understanding with Mendocino County State Preschool Consortium

6.14. Approval of 4th Quarter Investment Reports

6.15. Approval of Mandate Block Grant Application to the CA Department of Education

6.16. Final approval of Board Bylaw

6.16.1. BB 9100: Organization

7. Reports

7.1. Student Trustee – Remy Damiani

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 you for your comments and participation at this meeting.

9. INFORMATION/DISCUSSION/ACTION ITEMS

9.1. Superintendent Jason Morse will present a report on the opening of the 2018-19 School Year. (information/discussion)

9.2. Adoption of the Declaration of Need (DON) for Fully Qualified Educators

In order to be able to fill potential certificated openings in areas where the applicants are typically limited in numbers, the attached Declaration of Need is required. This allows the District to fill these areas with teachers on emergency permits if needed. (action)

9.3. Approval of Resolution 2018-17: Calling for the Establishment of School Warrant/Pass-Through Fund 76 to account for MUSD payroll liabilities (action)

9.4. Approval of Board Policy and Administrative Regulations as a first reading

9.4.1. AR 4121: Temporary/Substitute Personnel

9.4.2. BP/AR 5117: Interdistrict Attendance – District of Choice

(action)

- 9.5. Administrative Regulation and Board Policy
 - 9.5.1. AR/BP 5111.1 District Residency
(information only)

10. FUTURE AGENDA ITEMS

Public Hearing and Resolution on Williams/Instructional Materials California Assessment of Student Performance and Progress (CAASPP), Enrollment Report, recognition of scholarships funded, ongoing policies

11. ADJOURNMENT

The next regular Board meeting is scheduled for September **13, 2018** at the K-8 School.

