

ADOPTED

**Arcata School District
BOARD OF TRUSTEES – REGULAR BOARD MEETING MINUTES
Monday, March 12, 2018
1435 BUTTERMILK LANE
ARCATA, CA 95521
(707) 822-0351**

BOARD MEMBERS:

- Jeffrey Schwartz, Board President – *Absent*
- Prairie Moore, Board Clerk – Present
- Carrie Kelly – Present
- Suzanne Langford – Present
- Joe McKinzie – Present

Superintendent: David Lonn

Administration: Victoria Parker, Lynda Yeoman

Others Present: Stacey Schaefer, Jen DaParma, Amy Hubbard, Ann Youmans, Brian Lovell, Bryan Little, Carol Grimes, Cindy Olsen, Sarah Bourque, Yzabella Mazzotti and her family, ...

I. 5:30 PM BOARD OPEN SESSION – Location: Arcata School District Office

I a. Roll Call - Completed

I b. Approval of the Agenda - Completed

Board Clerk Moore opened the meeting at 5:30 pm, completed roll call, and asked for approval of the agenda.

Motion 1: Motion made to approve the agenda

By: Joe McKinzie

Seconded: Suzanne Langford

Approval: 4

Absent: 1 (Schwartz)

II. PUBLIC COMMENT ON CLOSED SESSION ITEMS

There were no public comments on closed session items.

III. 5:31 PM BOARD ENTERED CLOSED SESSION – Location: Arcata School District Office

III a. With respect to every item of business to be discussed in closed session pursuant to Section 54957.6:

CONFERENCE WITH LABOR NEGOTIATORS

Agency Designated Representative: Elizabeth Austin, School & College Legal Services of California

Employee Organizations: CSEA and Unrepresented

III b. With respect to every item of business to be discussed in closed session pursuant to Section 54957:

PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

III c. Personnel Action - Consideration of Leave Request - Cal. Gov. Code 54957

ADOPTED

The Board met in closed session from 5:01 to 6:27 pm.

IV. 6:30 P.M. RETURN TO OPEN SESSION – GENERAL SESSION: CALL TO ORDER – Location: SBMS Multipurpose Room

V. ANNOUNCEMENT OF ANY REPORTABLE ACTION TAKEN IN CLOSED SESSION

Board Clerk Moore reported that the following two actions were taken by the Board in Closed Session:

1. Authorization of the District Superintendent, or designee, to notify a temporary certificated employee, pursuant to Education Code section 44954(a), that the employee will be released from employment effective date set forth in the Resolution.

Approval: 4
Absent: 1 (Schwartz)

2. Denial of agendized leave request.

Approval: 4
Absent: 1 (Schwartz)

VI. STUDENT RECOGNITIONS

Superintendent Lonn and Principal Yeoman recognized outstanding SBMS student Yzabella Mazzotti.

VII. PUBLIC INPUT – GENERAL

There was no public input on this topic.

VIII. LEADERSHIP TEAM REPORTS

- VIII a. Superintendent's Report w/ Enrollment Report
- VIII b. Principals' Reports
- VIII c. Technology Coordinator's Report
- VIII d. Food Service Director's Report
- VIII e. Charter Schools Directors' Reports
- VIII f. Extended Day Program & Pre-School Report
- VIII g. Maintenance, Operations, & Transportation Report
- VIII h. Family Resource Center Director's Report
- VIII i. AETA Leadership Report
- VIII j. CSEA Leadership Report

IX. INSTRUCTION

IX a. Public Input Opportunity - Agenda Section Topic Specific

There was no public input on this topic.

ADOPTED

IX b. First Reading: AR/BP 5117 (Interdistrict Attendance)

There was discussion about how to customize this policy to the District, including limiting the number of out of district students based on the enrollment of in-district students. Both principals contributed ideas for improving the policy, which will be on the next Regular Meeting agenda.

IX c. Approval: Proposed 2018-19 District Calendar

There was no discussion of this topic.

Motion 2: Motion made to approve the Proposed 2018-19 District Calendar

By: Joe McKinzie

Seconded: Carrie Kelly

Approval: 4

Absent: 1 (Schwartz)

IX d. Discussion: Independent Study

Superintendent Lonn led the discussion, based on the Independent Study Master Plan presented to the Board on June 26, 2016. Some highlights included the following:

- Lonn's goal is to have something in place that can be advertised before the end of this school year. He has some thoughts and ideas that he will continue working on, and will bring to the board at a later date.
- We want the program to be self-sustaining. How many ADA can sustain a program? How many ADA can oversee certain aspects of the program?
- Who will run the program? We have some part-time teachers that may be interested.
- Board member Kelly stated that she sees the trend of a growing need for Independent Study.

X. GENERAL FUNCTION-CONSENT ITEMS - Approval w/ Single Motion

X a. Approval: Minutes - February 12, 2018 - Regular Board Meeting
Minutes - February 26, 2018 - Special Board Meeting

X b. Approval: Warrants

X c. Approval: New Hires:

1. Classified Employees - Quinn Rice (Paraprofessional-SBMS)

There was no discussion of this topic.

Motion 3: Motion made to approve the General Function-Consent Items

By: Carrie Kelly

Seconded: Joe McKinzie

Approval: 4

Absent: 1 (Schwartz)

XI. BUSINESS & FINANCE

XI a. Public Input Opportunity - Agenda Section Topic Specific

There was no public input on this topic.

XI b. Approval: Board Certification of Second Interim Report

Business Manager Schaefer reported the following:

ADOPTED

- It is a positive certification.
- The HCOE will submit their response, we'll probably get that next month.

Motion 4: Motion made to approve Board Certification of Second Interim Report
By: Joe McKinzie
Seconded: Suzanne Langford
Approval: 4
Absent: 1 (Schwartz)

XI c. Measure E Parcel Tax Report - January 2018

Business Manager Schaefer stated that the report details how much money was received, how it is being spent, and everything else that goes with a parcel tax.

XI d. Approval: Resolution 1718-09 Re: County Auditor-Controller to Levy Voter-Approved Parcel Tax

Business Manager Schaefer stated that this resolution is to put Measure H on the tax bill.

Motion 5: Motion made to approve Resolution 1718-09 Re: County Auditor-Controller to Levy Voter-Approved Parcel Tax
By: Carrie Kelly
Seconded: Joe McKinzie
Approval: 4
Absent: 1 (Schwartz)

XII. PERSONNEL

XII a. Public Input Opportunity - Agenda Section Topic Specific

There was no public input on this topic.

XII b. Recommendation of District Superintendent Concerning Reduction in Certificated Services for 2018-19

There was no discussion of this item.

XII c. Consideration of and Possible Action on Resolution 1718-06 Re: Certificated Reduction in Force (2.4615 F.T.E.)

Superintendent Lonn reported the following:

- The need for a reduction of staff is based on projected attendance for next year. Thirty students less are projected for 2018/19.
- The process of reducing staff is based on seniority - the lowest teachers will get notices. One is a temporary employee (counselor at SBMS), and the least senior teachers at this time are at AES.
- You don't want to have more staff than you need, that's less money for the kids.
- Reducing staff is not pleasant, but it's the prudent thing to do. We hope to ask teachers back by May.

Principal Yeoman stated the following:

- The SBMS Site Council hopes to be able to bring the counselor position back. We may have to reduce the hours, but would like to see that position stay.

ADOPTED

Motion 6: **Motion made to approve Resolution 1718-06 Re: Certificated Reduction in Force (2.4615 F.T.E.)**
By: Joe McKinzie
Seconded: Suzanne Langford
Approval: 4
Absent: 1 (Schwartz)

XII d. Approval: Public Disclosure Document Re: 2017/18 & 2018/19 - Arcata Elementary Teachers' Association (AETA)
Business Manager Schaefer stated that the disclosure document is to make public a record of the increase in negotiations that was approved through AETA going through the protocols set by HCOE (already approved by HCOE).

Motion 7: **Motion made to approve the Public Disclosure Document Re: 2017/18 & 2018/19 - Arcata Elementary Teachers' Association (AETA)**
By: Joe McKinzie
Seconded: Suzanne Langford
Approval: 4
Absent: 1 (Schwartz)

XII e. Adoption: AETA Salary Schedule & H/W Benefit Package, Effective 7/1/2017 & 7/1/2018
There was some discussion of this item, including these highlights:

- Business Manager Schaefer stated that this package is based on what came out of negotiations.
- Superintendent Lonn stated that he thought it was very, very nice that we could do this on a two-year basis. He appreciates that AETA was able to look at it this way. It's very important for the new superintendent coming in to not have to worry about this.

Motion 8: **Motion made to adopt AETA Salary Schedule & H/W Benefit Package, Effective 7/1/2017 & 7/1/2018**
By: Suzanne Langford
Seconded: Carrie Kelly
Approval: 4
Absent: 1 (Schwartz)

XII f. Superintendent Search Update
Superintendent Lonn discussed the upcoming interviews of superintendent applicants scheduled for Saturday, March 24. The Board would like to interview the candidates who ranked in the top five from the paper screening process. He thanked everyone who participated in the paper screening.

XIII. BOARD COMMUNICATIONS

XIII a. Public Input Opportunity – Agenda Section Topic Specific
There was no public input on this topic.

ADOPTED

XIII b. Approval: Resolution 1718-10 Re: School Safety

There was no discussion of this item.

Motion 9: Motion made to approve Resolution 1718-10 Re: School Safety

By: Carrie Kelly

Seconded: Joe McKinzie

Approval: 4

Absent: 1 (Schwartz)

XIV. BOARD DEVELOPMENT

XIV a. Public Input Opportunity - Agenda Section Topic Specific

There was no public input on this topic.

XIV b. CSBA Policy Development Workshop, March 6-8 - Update

Superintendent Lonn stated the following:

- In a couple of months, CSBA will send back the Board policies that we read through in early March in draft form.
- At that time, we will be able to read or reread these policies to ensure that they represent the goals of the Arcata School District.
- The final policies could be ready for the beginning of the school year.

XIV c. Discussion: Organizational Development

Discussion included the following highlights regarding this item as well as item XIV-d (Strategic Planning Processes):

- Superintendent Lonn discussed the Masters in Governance training that will be hosted by HCOE, which will pay half the cost. The training will probably happen in January 2019 (after school board elections). It is appropriate for the Board to do this training with the new superintendent.
- Superintendent Lonn distributed brochures for the California Rural Principal/Superintendent's Academy to the Board.
- Board member Kelly stated that the Board needs to revisit items XIV- c and d before the end of the year. The Board is eager to continue with this, but it's most important to collaborate with the new superintendent. After the new superintendent is hired, these items can go back on the agenda.

XIV d. Discussion: Strategic Planning Processes

See discussion above that relates to this item as well as XIV-c.

XV. FUTURE AGENDA ITEMS

XV a. Public Input Opportunity - Agenda Section Topic Specific

There was no input on this topic from the public or the Board.

XVI. ADJOURNMENT

Motion 10: Motion made to adjourn the meeting at 8:04 p.m.


By: Carrie Kelly

ADOPTED

Seconded: Suzanne Langford

Approval: 4

Absent: 1 (Schwartz)



Clerk of the Arcata School District Board of Trustees

4/9/18

Date