

ADOPTED

Arcata School District
BOARD OF TRUSTEES – REGULAR BOARD MEETING MINUTES
Monday, September 11, 2017
1435 BUTTERMILK LANE
ARCATA, CA 95521
(707) 822-0351

BOARD MEMBERS:

- Jeffrey Schwartz, Board President – Present
- Prairie Moore, Board Clerk – Present
- Carrie Kelly – Present
- Suzanne Langford – Present

Superintendent: Dr. Barbara Short

Administration: Lynda Yeoman, Victoria Parker

Others Present: Stacey Schaefer, Jen DaParma, Rea Erickson, Bryan Little, Sara Morgan, Joelene Card, Krista Mashburn, Julie Hayes, Liz Jacobson, Joe McKinzie, Greg Ennes, Brian Lovell, Laura Estetter, Carol Grimes, Julia Adams, Ann Youmans, Stefan Hall, Julie Hayes, Derek Rudolph,...

I. 5:00 PM BOARD OPEN SESSION – Location: Arcata School District Office

I a. Roll Call - Completed

I b. Approval of the Agenda - Completed

Board President Schwartz opened the meeting at 5:00 p.m., completed roll call, and asked for approval of the agenda.

Motion 1: Motion made to approve the agenda

By: Carrie Kelly

Seconded: Prairie Moore

Carried unanimously

II. 5:05 PM BOARD WORKSHOP – Location: Arcata School District Office

II a. Discussion: AESD Philosophy and Vision

III. PUBLIC COMMENT ON CLOSED SESSION ITEMS

There were no public comments on closed session items.

IV. 5:33 PM BOARD ENTERED CLOSED SESSION – Location: Arcata School District Office

The Board met in closed session from 5:33 to 6:30 pm.

V. 6:34 P.M. RETURN TO OPEN SESSION – GENERAL SESSION: CALL TO ORDER – Location: SBMS Multi-Purpose Room

VI. ANNOUNCEMENT OF ANY REPORTABLE ACTION TAKEN IN CLOSED SESSION

The Board President reported that there was no action taken in Closed Session. He stated that the Board members came up with some pretty good ideas regarding AESD Philosophy and Vision at the Board workshop held earlier this evening.

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VII. STUDENT RECOGNITIONS

Student Recognitions will start at the October Board meeting.

VIII. SPECIAL RECOGNITIONS

VIII a. Community Recognitions: Sara Morgan

VIII b. District Recognitions: Arcata Preschool Staff

Dr. Short recognized AESD Preschool Director Sara Morgan and AESD Preschool Staff Members Joeline Card and Krista Mashburn. Board President Schwartz introduced Joe McKinzie, who will be seated on the AESD Board of Trustees at the December Board meeting. Mr. McKinzie had filed election candidacy paperwork for the November election, but because no one else filed paperwork, he will fill the open Board seat. Joe then introduced himself, stating that he moved to Humboldt to go to HSU, worked at SBMS and helped put together the AESD Preschool, and now works at Northern Humboldt with an individual with special needs. He is an avid bowler. He looks forward to contributing as much as he can to the Board.

IX. PUBLIC INPUT – GENERAL

An AES teacher expressed excitement about the year ahead, and stated her support for reading intervention, the new language arts curriculum, the new teachers at AES, and opportunities for professional development. An SBMS teacher asked that the Board consider returning to the practice of allowing public comment for each agenda item instead of only during one public comment period.

X. GENERAL FUNCTION-CONSENT ITEMS (Approval with Single Motion)

X a. Approval: Minutes - August 14, 2017 - Regular Board Meeting

X b. Approval and Adoption: National Preparedness Month Proclamation

X c. Approval: Warrants

X d. Approval: New Hires:

1. Classified Employees - *SBMS Aides* : Jordan Briggs, Francisca Crutchfield, Madysen Gutierrez, James Hewins, Jamal Jones, Thomas Witzel; *Food Service*: Amy Roberts; *After School Program*: Jenna Batchelder, Daniel Howard, Cecilia Lopez, Nora Lovell, Mack Owen, Alexander Wender

2. Certificated Employees - Liana Troy, Krystal Masinter, Derek Rudolph, Anson Smith, Jennifer Ursini, Violetrose Ray

X e. Approval of Board Policies: E 0420.41; BP 1340; AR 3580; AR 4112.61 4212.61, 4312.61; AR/BP 4127, 4227, 4327; AR 5145.3; AR/BP 6145.2; BP 7214; BB 9012

Principal Yeoman expressed her concern regarding Board Policy 4127, 4227, 4327 regarding temporary athletic team coaches, stating that we have a very hard time getting coaches, who get paid about \$600 (after taxes). She understands the need for requirements like CPR, but is very concerned that if the district doesn't pay for the costs associated with the policy, she and Principal Parker won't have any coaches. Superintendent Short replied that the policy is now the law; if we need to adhere to it for legal and liability reasons. The Superintendent addressed the Board and stated that the district could pay for CPR classes; President Schwartz agreed that we should do that, and Mr. Ennes stated that the high school has been doing this for years. SBMS teacher and Athletic Director Ann Youmans stated that perhaps the Board could consider paying for CPR and first aid training for those teachers who wish to take the classes, as teachers serve as first responders in the classrooms. The Superintendent stated that teachers getting CPR/first aid training is a topic that does not need Board approval, and can be requested for professional development.

**Motion 2: Motion made to approve the General Function-Consent Items
By: Suzanne Langford**

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Seconded: Carrie Kelly
Carried unanimously

XI. INSTRUCTION

XI a. Highlights of Practice: Chromebooks

Superintendent Short discussed the Chromebook rollout at SBMS. Teacher Greg Ennes explained how kids pick up the Chromebooks during morning check-out, then return them at lunch or the end of the day; so far, it's going pretty smoothly. Students have individual passwords; ultimately, he can reset any password if needed. The Superintendent stated that this is an example of 21st century learning.

XI b. State Assessment Report

Superintendent Short stated that this topic will have to be tabled until the October meeting.

XI c. Approval: Arcata Home School Alternative Advertisement

Superintendent Short stated that last month's Board discussion regarding an AESD Home School Alternative revolved around not pursuing the program at this time, but the Board also talked about advertising the program. This item was placed on tonight's agenda to clarify our actions regarding the Home School Alternative. Principal Yeoman stated that we were not going to try to create it as a separate school this year. If we advertise, we'll need a plan if any students are interested. SBMS has one student currently, receiving instruction from Ms. Yeoman, but she does not have time for more. We could advertise for a program for next year and take names of anyone interested, or we could advertise and take on new students if any teachers are interested.

The Board members continued the discussion, and reached the conclusion that the district will hold off on any advertising, and that it is OK to discuss the program by word of mouth now to gauge interest.

XI d. Discussion: Not In Our Town Campaign by the City of Arcata

Superintendent Short told the Board that the City of Arcata has established an equity group, comprised of members representing the NAACP, HCOE, HSU, the City of Arcata police, etc., and is working on a website. Everyone is welcome; people are educated on principles of diversity and related topics. They had several subcommittees focusing their efforts on building community around inclusion. The City is slowly ushering it in, with ads on the radio and events being planned. The campaign has a Not In Our Schools component. Increasing equity in education is one of County Superintendent Chris Hartley's goals. Dr. Short hopes our schools will choose to participate, and wanted to let the Board know this is happening, as it seems important to be part of the effort.

XII. BUSINESS & FINANCE

XII a. Approval: Routine Budget Revisions

Business Manager Stacey Schaefer stated that, due to the fluidity of the budget, the approval of the routine budget revisions keeps the document board approved all year long rather than during specific required reporting periods (Adoption, 1st Interim, and 2nd Interim). Specifically, in August she could update certain resources to reflect the outcome of the 2016-17 actuals. She will complete this in September 2017, after the approval of unaudited actuals.

Motion 3: Motion made to approve the Routine Budget Revisions
By: Carrie Kelly
Seconded: Suzanne Langford
Carried unanimously

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XII b. Certification and Approval: Unaudited Actuals

Business Manager Schaefer explained that the Education Code requires the Board to approve the unaudited actuals report for the previous fiscal year, which is then filed with the County Superintendent of Schools by September 15. The 2016-17 Unaudited Actuals are a very detailed look at the district's financial activities for the fiscal year. Our independent auditors will review the unaudited actuals and prepare the final financial statements, to be approved at a future Board meeting.

The year ended better than we expected, so we were able to move money into reserves, which increased the reserves to a 13.11% of the 2016-17 budget. The district is projecting to deficit spend in 2017-18, 2018-19, and 2019-20; enrollment is being monitored and is currently at a decline; and we hired a teacher which could possibly add to our deficit spending. Our cafeteria fund is healthy for 2017/18, and there was little activity in our bond fund.

Motion 4: Motion made to approve Certification and Approval of 2016-17 Unaudited Actuals
By: Prairie Moore
Seconded: Carrie Kelly
Carried unanimously

XII c. Approval: Local Control Accountability Plan (LCAP) Revisions

Superintendent Short stated that we had to move some things around and make minor edits to the LCAP. A team at the County Office made sure we had all the boxes checked. The biggest thing was the curriculum expenditure being in 17-18 instead of 16-17, for curriculum purchased for use this year (page 11 changed).

An audience member asked about HCOE's approval letter of the district's LCAP that included the phrase "some of the changes made were relatively significant". The Superintendent replied that she thought HCOE was referring to the curriculum purchase (see page 11 of the LCAP).

Motion 5: Motion made to approve the Local Control Accountability Plan (LCAP) Revisions
By: Carrie Kelly
Seconded: Prairie Moore
Carried unanimously

XII d. Approval: Resolution 1718-03 Gann Limit

There was no discussion of this topic.

Motion 6: Motion made to approve Resolution 1718-03 Gann Limit
By: Carrie Kelly
Seconded: Prairie Moore
Carried unanimously

XII e. Scheduling Special Board Meeting for Budget Workshop by HCOE County Business Official

Superintendent Short stated that Lynette Kerr from HCOE is not available to come to a Regular Board meeting, so we'll have a Special Meeting in late September for her to provide training on school finance and budget to the Board and anyone interested. In October, Stacey (AESD Business Manager) give a budget workshop where she will walk us through the district budget.

It was decided that Superintendent Short would contact Ms. Kerr to determine a date for the Special

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Board Meeting at which Ms. Kerr will make her presentation.

XII f. Scheduling Budget Workshop for Board Workshop by AESD Business Manager

The Board that they will hold at a Special Board Meeting for a District Budget Training with Stacey Schaefer on October 10, from 4:30 – 6:00 pm in Mr. Ennes' room at SBMS. Board Member Moore encouraged teachers and anyone interested in the budget to attend.

XIII. PERSONNEL

There were no agenda items under Personnel.

XIV. BOARD DEVELOPMENT

XIV a. Consolidated District Election Candidacy Results and New Trustee Start Date

Superintendent Short stated that the document in the Board packet for this agenda item clarifies each Board members' terms. Joe McKinzie is not able to start until December, though he can participate in everything but voting. His term doesn't really end in 2019 because the Board passed an Even-Year Election Cycle last spring, so his term will end in 2020.

XIV b. Schedule Board Trainings with CSBS Consultant

The Board and the Superintendent discussed various training options. The Board approved a six-hour California School Board Association Board Development Workshop, to take place sometime during this school year.

XIV c. Approval: District Slogan

It was decided that this item will be tabled until a later date.

XV. LEADERSHIP TEAM REPORTS

XV a. Superintendent's Report with Enrollment Report

Superintendent Short reported that she did solidify a meeting with architect Guy Fryer for October 19 to look over draft plans, finalize arrangements for testing and procurement, etc. We sold the rest of our bonds so we have what we have. Given the changing economy here, she does not foresee the district asking voters for additional money for a long time. Most of the work will be at SBMS.

XV b. Principals' Reports

XV c. Technology Coordinator Report

XV d. Food Service Director Report

XV e. Charter Schools Directors Reports

XV f. Extended Day Program & Pre-School Report

XV g. Maintenance, Operations, and Transportation Report

XV h. Family Resource Center Director's Report

XV i. AETA Leadership Report

New fourth grade teacher Derek Rudolph was introduced to the Board.

XV j. CSEA Leadership Report

XVI. FUTURE AGENDA ITEMS

Items mentioned included the farm lease.

XVII. ADJOURNMENT

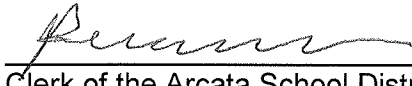
Motion 7: Motion made to adjourn the meeting at 8:40 p.m.

By: Prairie Moore

Seconded: Suzanne Langford

ADOPTED

Carried unanimously



Clerk of the Arcata School District Board of Trustees

10/9/17

Date