

UNADOPTED MINUTES

POLLOCK PINES SCHOOL DISTRICT

MINUTES

Regular Board Meeting
Board of Trustees
November 10, 2009

- Call to Order The meeting was called to order at 6:49 p.m. by President Dennis Cullen in Room B-1 at the Emigrant Trail Educational Center.
- Special Order
of Business Due to additional information which came to the District for review after the Board Agenda had been published, one addition to the agenda was requested. It was moved by Mr. Campbell, seconded by Mr. Smith, to add to the agenda Item G. 5, "Adoption of revised Board Policy 4050.8, Catastrophic Illness or Injury Leave." Motion unanimously carried.
- Members Present J. Dennis Cullen
 Dave Campbell
 Tom Griffin
 Dean Smith
 Cindy Stetler
- Adoption of Agenda It was moved by Mrs. Stetler, seconded by Mr. Griffin, to adopt the agenda as amended. Motion unanimously carried.
- Approval of Minutes It was moved by Mr. Smith, seconded by Mr. Campbell, to approve the Minutes of the Regular Board Meeting of October 13, 2009. Motion unanimously carried.
- Public Comment Pollock Pines School District employee, Erica Armstong, addressed the Board, stating her concerns regarding the policy of accepting letters of interest for open positions via email.

Presentations, Hearings, and Reports

- Public Hearing -
Tier III State Categorical
Flexibility President Cullen opened the Public Hearing for Tier III State Categorical Flexibility. Superintendent Spencer reviewed with Board members the carryover balances of funds for Categorical Programs that were flexed in 2008-2009 and the amount of estimated funds the district will receive in 2009-2010 for Categorical Programs subject to flexibility provisions. All flexed funds will be tracked internally, and additional board action will be required to utilize them for anything other than their original purpose. If the flexibility option is not exercised in the year the funds are received, it may not be possible to flex them as carryover in another fiscal year. Board action is required to accept Tier III flexibility and make available to the district the option to utilize the

Minutes – Regular Board Meeting

Page 2

November 10, 2009

flexed funds as a means of mitigating revenue cuts and to maximize educational stability across all district programs. There being no further comments or questions, the Public Hearing was closed.

Report -
Budget Committee

Dennis Cullen, Chairman of the Budget Advisory Committee, reported that the third meeting of the Committee will be held Thursday, November 12. Unless otherwise determined, this will be the final meeting of the 2009-2010 Committee. Mr. Cullen was pleased to report that a wide variety of suggestions has been submitted from across the district. These suggestions will be prioritized by the Committee and submitted to the Board of Trustees to assist Board members in making fiscal decisions.

Finance and Business

Approval -
2009-10 Operations
Application K-3 Class Size
Reduction Program

It was moved by Mr. Campbell, seconded by Mr. Smith, to approve the 2009-10 Operations Application K-3 Class Size Reduction Program. Motion unanimously carried.

Approval -
Tier III State Categorical
Flexibility

It was moved by Mr. Griffin, seconded by Mr. Campbell, to approve Tier III State Categorical Flexibility. Motion unanimously carried.

Approval -
Revised Administrative
Regulation 4250.1(d)

The Classified Management Salary Schedule is being revised to reflect a change in the contract with Silver Fork Elementary School District for services provided to that district by the Pollock Pines Elementary School District's M&O Supervisor. All contracts for shared services with other districts, with the exception of the contracts for the Nurse and Psychologist, bring in extra money to our district beyond the contract's direct and indirect costs. It was moved by Mr. Smith, seconded by Mrs. Stetler, to approve the revised Administrative Regulation 4250.1(d), "Classified Management Salary Schedule 2009-10." Motion unanimously carried.

Approval -
Quarterly Report on
Investments

It was moved by Mr. Griffin, seconded by Mr. Campbell, to approve the Quarterly Report on Investments for the quarter ending September 30, 2009, as presented. Motion unanimously carried.

Board Policies and Administration

Approval -
Date of Annual
Organizational Meeting

It was moved by Mr. Griffin, seconded by Mr. Smith, to approve Tuesday, December 8, 2009, as the date of the Board's annual organizational meeting in conjunction with the regular meeting. Motion unanimously carried.

Minutes – Regular Board Meeting

Page 3

November 10, 2009

Approval -
The Single Plan for Student Achievement – Pinewood
Principal Ralph Haslam presented an overview of The Single Plan for Student Achievement for Pinewood School, which included its purpose, methods of development, areas of focus, and goals. After a short discussion, it was moved by Mr. Griffin, seconded by Mr. Smith, to approve the revision of The Single Plan for Student Achievement for Pinewood School. Motion unanimously carried.

Approval -
The Single Plan for Student Achievement – Sierra Ridge
Approval of The Single Plan for Student Achievement for Sierra Ridge Middle School was tabled. This item will be brought back to the Board for action, following its approval by the Sierra Ridge School Site Council.

Review -
LEA Plan Revision Requirements
Principal Ralph Haslam reviewed with Board members the five performance goals that must be considered in the required annual update of the LEA Plan and the ways in which each of those goals are addressed in order to maintain NCLB compliance for the district.

Approval -
Amended Board Policy 4050.8
Superintendent Spencer reported that when Board Policy 4050.8 was amended on March 4, 2008, classified employees were inadvertently deleted from the policy. The only change to this amended policy is the correction of this omission.

It was moved by Mrs. Stetler, seconded by Mr. Griffin, to adopt amended Board Policy 4050.8, “Catastrophic Illness or Injury Leave – Certificated and Classified Employees.” Motion unanimously carried.

Personnel
It was moved by Mrs. Stetler, seconded by Mr. Campbell, to approve the following personnel items:

Approval -
Assignment of Libby Wheeler
Assignment of teacher Libby Wheeler to teach Health, pursuant to Education Code Section 44263

Approval -
Temporary Increase in Hours for Cathy Narr
Temporary increase of .5 hour per day for Cathy Narr, Bus Driver, effective October 14, 2009

Motion unanimously carried.

Staff Reports and Announcements

Principal Ralph Haslam and M&O/Food Service Supervisor Phil Karnitz had submitted written reports of activities and programs at their sites.

In addition, Transportation Supervisor Stacy Barraque reported that bus drivers recently participated in air brake review training and a back-to-basics training. Chain training is coming up. Efforts are underway to collect the last of the outstanding bus fees. The total amount of fees collected is significantly less this year, due to the increased number of families qualifying for free or reduced services.

Sierra Ridge teacher, Leeann Stewart, reported that AVID students participated in the first ever Career Fair held at the El Dorado County Fairgrounds. There will be another held in February, focusing on green careers. Mrs. Stewart also reported that a representative from the AVID Program will be visiting the district later this week to recertify the AVID Program at Sierra Ridge.

Superintendent's Reports, Announcements, and Communications

The Superintendent reported on the following:

- Enrollment – Enrollment is currently 712. This is down six students from October.
- Excel Workshop – For the very first time, Mr. Haslam presented a workshop on how to build an Excel worksheet for Pinewood staff today.
- Budget Committee – The Budget Advisory Committee will meet for the third time on Thursday, November 12.
- PC Pals – Thank you to Tammy Bartolo who coordinated Intel's PC Pals fund raising program for our district, which resulted in donations of \$11,420 for Pinewood and \$9,600 for Sierra Ridge. Silver Fork also participated in this program through a different coordinator and received \$5,300.
- Kung Flu Clinic – Thank you to the staff of the El Dorado County Health Department and the volunteers from the Pinewood and Sierra Ridge Parent Teacher Clubs who assisted them in providing flu shots for 22 students at Sierra Ridge and 123 students at Pinewood. Shots were also available for interested staff members.
- ADA Recovery Day – Thirteen classified staff members and thirteen certificated staff members have volunteered to assist with the ADA Recovery Day on December 12. Registration forms will be sent home with students Thursday, November 12, with a requested return date of Friday, November 20.
- Guitar Club – Randy Head has started an after-school Guitar Club. He is currently teaching 21 students. Phil Karnitz has made it possible for Randy to arrange his work schedule, so he can be available to volunteer this time for the Guitar Club.
- Commendations – Two Sierra Ridge teachers have volunteered to provide math remediation intervention classes for students. One class will be held during the teacher's prep period, the second will be held after school. The teacher whose prep period is involved

has asked to receive the same lower rate of pay that the teacher providing the class after school will receive. The Teachers Association has made the decision to support this request, limited specifically to this occurrence. Commendations are extended to both the teacher and the Association for their decisions.

- Pinewood Fire Hydrant – All permits from EID and the Fire Department for the Fire Hydrant Project at Pinewood have finally been issued. This will allow us to go out to bid for the completion of this project in the spring.
- Radio Antenna – Options for reinstalling Transportation’s radio antenna are still being explored. The cost to install the antenna on the ground was \$20,000+, so we are continuing to look for a viable solution.
- District Christmas Party – The District Christmas Party will be held Wednesday, December 9, 4:30 p.m., at the Apple Mountain Golf Resort.
- Winter Concert – The Winter Concert will be Thursday, November 19, at 7:30 p.m., in the Sierra Ridge gym.

Board Members’ Reports and Communications

Future Board
Agenda Topics

No future Board agenda topics were suggested.

Other Board
Member Reports

Mr. Griffin, Superintendent Spencer, and CFO Martin attended the Retirement Incentive Workshop held at the El Dorado County Office of Education on Friday, November 6. Mr. Griffin reported the following information from that workshop:

- The CalSTRS retirement incentive program (Golden Handshake) has many rules and regulations to follow and not much incentive for participation.
- The CalPERS retirement incentive program also does not offer a lot of incentive for participation.
- The PARS supplementary retirement plan (Public Agency Retirement Services) is very similar to the one we offered last year with a sum of money paid out for a designated period of years or in a lump sum.
- The Keenan & Associates supplemental employee retirement plans provide monthly annuity checks.
- District plans can be unique to the district in which they are created. Some recommendations to consider when creating a program include:
 - ! Analysis to account for net savings and natural attrition
 - ! A third-party review of the savings analysis
 - ! Funding from savings or reserves
 - ! Five-year maximum payout
 - ! Involvement of all parties in the creation of the program

Minutes – Regular Board Meeting

Page 6

November 10, 2009

- ! Bonus for early declaration of retirement which diminishes at intervals for later declarations
- ! If the plan is ongoing, it is no longer an “incentive.”

Consent Agenda

It was moved by Mr. Smith, seconded by Mr. Griffin, to approve the Consent Agenda. Motion carried with four Ayes, zero Noes, and one Abstention (Mr. Campbell).

1. Approval of Warrants

Closed Session

At the hour of 8:37 p.m., Mr. Cullen concluded the open portion of the meeting, and the Board met in closed session regarding the Superintendent’s evaluation.

Actions from Closed Session

There were no actions from Closed Session.

Adjournment

There being no further business, it was moved by Mr. Griffin, seconded by Mr. Smith, to adjourn the meeting at 11:17 p.m. Motion unanimously carried.

Respectfully submitted,
Susan Spencer
District Superintendent and
Secretary to the Board

APPROVED:

J. Dennis Cullen, President

DATE: _____