Regular Board Meeting
Board of Trustees
April 13, 2010

Call to Order The meeting was called to order at 5:45 p.m. by President Dennis Cullen in Room B-1 at the Emigrant Trail Educational Center.

Members Present Dennis Cullen
Dave Campbell
Tom Griffin
Dean Smith
Cindy Stetler

Adoption of Agenda It was moved by Mr. Griffin, seconded by Mr. Campbell, to adopt the agenda. Motion unanimously carried.

Closed Session At 5:50 p.m., the Board moved into closed session to conduct an Expulsion Hearing for Student I.D. Number 280924.

Actions from At 6:47 p.m., the Board returned to open session. No actions from Closed Session closed session were reported at this time. It was agreed to defer deliberation regarding the Expulsion Hearing until the second closed session scheduled for the end of tonight’s agenda. Any actions resulting from that deliberation will be reported after that time.

Approval of Minutes It was moved by Mrs. Stetler, seconded by Mr. Campbell, to approve the Minutes of the Regular Board Meeting of March 2, 2010. Motion unanimously carried.

Public Comment Monica Hobbs, a member of the Pinewood Parent Teacher Club, announced that the Pollock Frolic will be Saturday, May 1, 10:00 a.m. – 2:00 p.m. at Pinewood School. Volunteers are needed for all or part of the day for this annual fundraiser event.

Presentations and Hearings

Presentation - SELPA Recognition Awards Emi Johnson, Senior Director for the El Dorado County Special Education Local Area Plan (SELPA), presented an award to Jim Klotz, Pinewood RSP teacher, in recognition of his outstanding service to that organization. Awards were also presented to Patricia Naylor, School Nurse, and Superintendent Susan Spencer
in recognition of their valuable contributions to SELPA and upcoming retirements.

Presentation - Superintendent Search
Don Helms

Don Helms outlined his background and experience in conducting superintendent searches. He currently serves as a consultant to the El Dorado County Office of Education (EDCOE) for any searches conducted through its offices. EDCOE provides the general administrative services for no fee, and Dr. Helms provides recruitment and vetting services for a flat fee of $5,000.

Presentation - Superintendent Search
Don Brann

Don Brann, a partner of The Cosca Group, outlined his background and experience in conducting superintendent searches. In order to maintain confidentiality, Dr. Brann recommends a closed search after an open candidate profile development process, with only board members involved in interviews. The timeline for the search process is 22 weeks; however, it can be compressed to 4 – 6 weeks. The Cosca Group also provides support and mentoring for the first year of employment. Due to the current difficult economic times for school districts, the lowest fee offered by The Cosca Group to conduct a search has been discounted 33% to $14,750.

Presentation - Superintendent Search
Christian von Kleist and Debra Pearson, associates of Executive Services & Placement, outlined the background and experience of their company’s associates in conducting superintendent searches. Their company’s goal is an effective, long-term relationship, providing a year of support following the placement of the superintendent, with an emphasis on grant procurement and leadership training. Strict confidentiality protocols are maintained, and candidates are prescreened based on a candidate matrix developed with the district. The timeline for the search process is eight weeks; however it can be shortened. The fee to conduct a search is $6,500; the fee to search for an interim superintendent would be less, depending on the process. The salary for an interim superintendent is usually a flat rate of $10,000 with no health benefits or STRS. In rural areas, housing is often an issue for interim superintendents.

Presentation - Voter Survey Results
Jon Isom, presented the Voter ID Survey Analysis conducted by Isom Advisors Inc. The survey assessed voter support for a General Obligation Bond measure, voter attitudes regarding the Pollock Pines Elementary School District, projects to be funded by a potential bond, and tax tolerances. From April 1-5, 661 individual voters, out of a total of 5,661 registered voters in the District, were contacted. The survey has an overall margin of error of +/-3.52% at a 95% confidence level and includes the following results:
• Support for the measure is above the Prop 39 threshold of 55%
• Voters believe education is heading in the right direction; however a high number of people do not know about education in our community. This provides the opportunity to conduct a campaign to provide this information for community members.
• Replacement of portable classrooms is supported by 57% of voters.
• Improving energy efficiency is supported by 68% of voters.
• Modernizing school facilities is supported by 62% of voters.
• Requested tax should be between $25-$30 per $100,000 of assessed value per year in property taxes.

Based on the survey results, Mr. Isom concluded there is sufficient voter support for a bond measure and recommended the District continue to assess the community for support and plan on placing a bond measure on the November 2010 ballot.

Following Mr. Isom’s presentation, it was the unanimous consensus of the Board to continue with the steps necessary to place a general obligation bond measure on the November 2010 ballot.

Report - This item was tabled until the regular board meeting of May 11, 2010.
Title I and English Learner Program Report

Report - This item was tabled until the regular board meeting of May 11, 2010.
2008-2009 Title III Accountability Report

Discussion - Superintendent Spencer reported that because our two schools are comprised of different grade levels, the district is allowed to designate at which site Title I federal funds are used. These funds were originally allocated to Pinewood, with the allocation later extended to Sierra Ridge. Pinewood uses these funds to support a full-time Title I teacher and program; Sierra Ridge uses them to support remedial programs.

Sierra Ridge has not met its AYP for the last two years. If AYP is not met for a third year and Sierra Ridge continues to be designated as a Title I school, it will be designated as a PI school. However, if all Title I funding is allocated to Pinewood, and Sierra Ridge is not a Title I School, it will not be designated a PI school if AYP is not met for a third year. EIA funds will continue to be used to support remedial programs at Sierra Ridge.
Following Superintendent Spencer’s report, it was the unanimous consensus of the board to allocate all Title I funds to Pinewood School.

Finance and Business

Acceptance - Bid for Pinewood New Fire Hydrant and Fire Lane Upgrade

CFO Sean Martin reported that four bids were received for this project which is being managed by Innovative Construction Services, Inc. Developer fees will be used to pay for the project, which is scheduled for this summer. Completion of this contract will allow us to close all projects still pending with DSA.

It was moved by Mr. Griffin, seconded by Mr. Smith, to accept the bid from Wunschell & Sons, Inc., in the amount of $40,737, for the Pinewood New Fire Hydrant and Fire Lane Upgrade. Motion unanimously carried.

Approval - Local Educational Agency, Title I, Part A, Waiver Application

CFO Sean Martin explained that this waiver is required to allow the carryover of more than 15 percent of the district’s 2009 and 2010 Title I allocations due to ARRA funding. It was moved by Mrs. Stetler, seconded by Mr. Smith, to approve the Local Educational Agency, Title I, Part A, Waiver Application. Motion unanimously carried.

Approval - Request for Allowance of Attendance because of Emergency Conditions

It was moved by Mr. Griffin, seconded by Mrs. Stetler, to approve the Request for Allowance of Attendance because of Emergency Conditions on January 22, 2010. Motion unanimously carried.

Board Policies and Administration

Adoption - 2010-2011 Calendar

It was moved by Mr. Smith, seconded by Mr. Campbell, to adopt the 2010-2011 calendar. Motion unanimously carried.

Approval - School Accountability Report Cards

It was moved by Mr. Griffin, seconded by Mr. Campbell, to approve the 2009-2010 School Accountability Report Cards for Pinewood and Sierra Ridge. Motion unanimously carried.

Certification - Williams Act Uniform Complaint Procedures Quarterly Report

It was moved by Mrs. Stetler, seconded by Mr. Griffin, to certify the Williams Act Uniform Complaint Procedures Quarterly Report for the period of January 1, 2009 – March 31, 2010. Motion unanimously carried.

Review - Facility Inspection Program Reports

Board members reviewed the Facility Inspection Program Reports for all district sites.
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<tr>
<th>Approval - Position Description for Student Council Advisor – Pinewood School</th>
<th>It was moved by Mrs. Stetler, seconded by Mr. Campbell, to approve the Position Description for Student Council Advisor – Pinewood School. Motion unanimously carried.</th>
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<tr>
<td>First Reading - Board Policy and Administrative Regulation 4061</td>
<td>Board Policy and Administrative Regulation 4061, “Leaves,” were presented for a first reading. There was no action required at this meeting. The Board Policy and Administrative Regulation will be presented for adoption at the regular Board meeting in May.</td>
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<tr>
<td>First Reading - Board Policy 4061.2</td>
<td>Board Policy 4061.2, “Personal Leaves,” was presented for a first reading. There was no action required at this meeting. The Board Policy will be presented for adoption at the regular Board meeting in May.</td>
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**Personnel**

| Acceptance - Retirement of Patricia Naylor | It was moved by Mr. Campbell, seconded by Mr. Griffin, to accept the retirement of Patricia Naylor, School Nurse, effective June 10, 2010. Motion unanimously carried. |

**Staff Reports and Announcements**

The Principals had submitted written reports of activities and programs at their sites.

In addition, Principal Ralph Haslam reported that the student artwork displayed in the Board Room was provided by Sandi Nakabayashi’s students.

Food Service Supervisor Phil Karnitz reported that food sales are down a bit at Pinewood but remain about the same at Sierra Ridge. The loss of the contract with the El Dorado County Office of Education (EDCOE) to provide food for Head Start students at the Pinewood site next year will reduce our food service income by about $1,000 a month. EDCOE will use its own food service department to provide these services.

Transportation Supervisor Stacy Barraque reported that the El Dorado County Air Quality Management District approved grants for four buses in El Dorado County, one of which is for our district.
Superintendent’s Reports, Announcements, and Communications

The Superintendent reported on the following:

- **Bus Driver Appreciation Day** – Board members are invited to join in the celebration of Bus Driver Appreciation Day on April 27, 9:00 a.m., at the Bus Garage. On April 23, Cathy Narr will be recognized for driving a school bus for five years without an accident; Stacy Barraque will be recognized for driving a school bus for 15 years without an accident; Angie Wilbur will be recognized as Driver of the Year.

- **Boy Scouts Use of Facilities** – We are continuing to try to collect restitution for over $1,000 for damages that occurred to one of the tables in the multi-purpose room at Pinewood during a Boy Scout group’s use of the facilities. Phil spoke with the President of the Golden Empire Council today and, for the first time, received positive indications for reimbursement.

- **CSBA Delegate Assembly Representative** – Ellen Driscoll, the candidate supported by the Board for CSBA Delegate Assembly Representative, was elected to represent our region.

- **Enrollment** – Current district enrollment is 693.

Board Members’ Reports and Communications

**Future Board Agenda Topics**

No future agenda topics were suggested.

**Other Board Member Reports**

Mr. Griffin stated he has attended two EDSCBA workshops and reported:

- It is important to have a public information person designated for the district to talk with the media. In our district, that person is the superintendent.

- Self-evaluation of the Board’s governance is recommended to periodically evaluate its own effectiveness. Rescue USD and Black Oak USD have used a tool developed by CSBA based on its Professional Governance Standards to conduct their self-evaluation. Vicki Barber does a read out when all information is collected and goes over the results with the Board. Both Boards feel it is a very productive process. There is also an option to include the superintendent in the self-evaluation process.

Mr. Cullen read aloud a letter from the El Dorado County Office of Education, dated March 30, commending the district’s diligence in balancing a quality education with fiscal solvency.
Consent Agenda

It was moved by Mr. Griffin, seconded by Mr. Smith, to approve Item 1. (Approval of Warrants) of the Consent Agenda. Motion carried with four Ayes, zero Noes, and one Abstention (Mr. Campbell).

It was moved by Mrs. Stetler, seconded by Mr. Campbell to approve Item 2 (Declaration of obsolete computers as surplus and authorization of disposal) of the Consent Agenda, with the inclusion of two additional items that were not included in the original list of fixed assets to be declared surplus. Motion unanimously carried.

Closed Session

At the hour of 10:10 p.m., Mr. Cullen concluded the open portion of the meeting, and the Board reconvened in closed session regarding:

- Conference with Labor Negotiator (G.C. 54957.6)
  - Agency Negotiator: Susan Spencer
- Deliberation regarding Student Expulsions

Actions from Closed Session

At 11:27 p.m., the Board returned to open session.

It was moved by Mr. Griffin, seconded by Mr. Smith, to expel Student ID Number 280924 for the remainder of the 2009-2010 school year, with the stipulation that the expulsion be suspended, provided the student enters into and successfully completes a performance contract with the District which includes attendance, grades, and behavior. Continued attendance at Sierra Ridge Middle School will be dependent upon the student’s continuing to meet these conditions. Motion unanimously carried.

It was moved by Mrs. Stetler, seconded by Mr. Campbell, to approve the stipulated expulsion agreement for the remainder of the 2009-2010 school year for Student I.D. Number 691508. Motion unanimously carried.

It was moved by Mr. Griffin, seconded by Mr. Cullen, to approve a revised contract for CFO Sean Martin which extends his current contract for two years. Motion unanimously carried.
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Adjournment

There being no further business, it was moved by Mr. Griffin, seconded by Mr. Smith, to adjourn the meeting at 11:29 p.m. Motion unanimously carried.

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

APPROVED:

______________________
J. Dennis Cullen, President

DATE: ________________