UNADOPTED

POLLOCK PINES SCHOOL DISTRICT

MINUTES

Regular Board Meeting
Board of Trustees
March 8, 2011

Call to Order

The meeting was called to order at 6:00 p.m. by President Dennis Cullen in Room B-1 at the Emigrant Trail Educational Center.

Members Present

Dennis Cullen
Michael Bird
Dave Campbell
Tom Griffin
Susan McVey

Adoption of Agenda

It was moved by Mrs. McVey, seconded by Mr. Bird, to adopt the agenda. Motion unanimously carried.

Closed Session

At 6:05 p.m. the Board moved into closed session regarding the Superintendent’s evaluation.

Actions from
Closed Session

At 6:48 p.m., the Board reconvened into open session. There were no actions from closed session. The closed session will be continued at the end of tonight’s agenda.

Board member Tom Griffin left the meeting at 6:48 p.m.

Presentations

Certificates of appreciation were presented to Greg Head, Randy Head, Phil Karnitz, Kevin Paxton, Clint Spence (not present), and Kevin Van Veldhuizen for their many hours of snow removal over the Presidents’ Day weekend which allowed students to safely return to school as scheduled.

Public Comment

There were no public comments.

Consent Agenda

It was moved by Mrs. McVey, seconded by Mr. Bird, to approve the Consent Agenda. Motion unanimously carried.

1) Approval of Minutes of the Regular Board Meeting on February 8, 2011

2) Declaration of 1988 Crown Bus as surplus and authorization to sell (estimated value: $2,000)
3) Declaration of 10’x40’ storage trailer located at Emigrant Trail Educational Center as surplus and authorization for disposal

4) Declaration of two upright pianos as surplus and authorization for disposal:
   - Steinhauer 19227; Inventory 306190
   - Story & Clark 99501

5) Declaration of Toshiba DVD Player, Model #SD-392SU2, Serial #AD14Y69559A, as surplus and authorization for disposal

Approval of Warrants

It was moved by Mrs. McVey, seconded by Mr. Bird, to approve the warrants. Motion carried with three Ayes, zero Noes, and one Abstention (Mr. Campbell).

Finance and Business

Acceptance - Second Interim Report

Chief Fiscal Officer Sean Martin presented the Second Interim Financial Report to the Board. Since the First Interim Report, revenues have been revised to reflect actual awards or funds received and expense items have been revised to reflect updated personnel salaries and benefits, books and supplies, contracted NPS services, and other expenses, including a payment of $97,000 to Johnson Controls, Inc. for the deferred maintenance extreme hardship paving project.

The multi-year projection uses the Governor’s January budget proposal which does not include additional cuts for 2011-12 or 2012-13. The projected cut for both years if the tax renewal is not passed is $430,000; the projected cut if the tax renewal is not passed and there is a worst case scenario cut of $1,000 per ADA is $1.3 million. The multi-year projection also assumes:
- All permanent personnel held constant for projection years
- The elimination of all one-time revenues and expenses with all other items based upon projected amounts or held constant

The multi-year projection shows the district will meet the required economic reserve level in 2010-11, 2011-12, and 2012-13; however, due to the volatility of the Governor’s January budget, the district may have to make modifications. Through a combination of the district’s reserve accounts, including the extreme hardship and deferred maintenance flexibility, and adjustments to the current allocation of funding, the district will be able to meet its required reserves for all three years.
It was moved by Mr. Bird, seconded by Mrs. McVey, to accept the Second Interim Report as presented. Motion unanimously carried.

CFO Martin stated that the Medi-Cal Billing Services Agreement pays for itself. He also explained that the Medi-Cal Administrative Claiming Agreement is an outreach program which focuses on a four-week period during the year and provides support for Medi-Cal activities. In the past, $18,000-$20,000 has been recovered through these programs, mostly through school nurse activities, with some intermittent participation by principals and office staff. However, if every teacher were to participate every day of the four-week focus period, it would be possible to bring in a significant amount of unrestricted funds to the district. Teachers and staff at Placerville USD are able to bring in enough funds to pay for their aides and site money through participation in this program. We have invited staff from Placerville USD to provide training for our district’s staff next year. Both the Billing Services Agreement and Administrative Claiming Agreement are through the County Office and provide better support at a lower cost than our previous contracts for these services. This is an excellent opportunity to capture unrestricted funding for the district, and it is also good for our students and parents.

It was moved by Mr. Campbell, seconded by Mr. Bird to approve the Medi-Cal Administrative Claiming Agreement and the LEA Medi-Cal Billing Services Agreement. Motion unanimously carried.

The Informal Bidding Act provides more flexibility for projects of $125,000 or less. It was moved by Mrs. McVey, seconded by Mr. Campbell, to adopt Resolution No. 2010-2011-09, “Resolution of the Pollock Pines Elementary School District Electing to be Subject to the Uniform Public Construction Cost Accounting Act (“Informal Bidding Act”),” and Administrative Regulation 3311, “Bidding Procedures under the Uniform Public Construction Cost Accounting Act (Public Contract Code Section 2200 et seq.).” Motion unanimously carried.

It was moved by Mr. Campbell, seconded by Mrs. McVey, to approve the Agreement with EdTech Team for Google Docs in Education Workshops. Motion unanimously carried.
Adoption - It was moved by Mr. Bird, seconded by Mr. Campbell, to adopt Resolution No. 2010-2011-10, “Resolution to Support Placing a Revenue Extension Measure on the Ballot.” Motion unanimously carried.

Personnel

Approval - It was moved by Mrs. McVey, seconded by Mr. Bird, to approve the temporary employment of Virginia Vanderpool, Instructional Aide II, 2.5 hours per day, effective February 4, 2011 – June 6, 2011 (Pinewood). Motion unanimously carried.

Acceptance - It was moved by Mr. Campbell, seconded by Mrs. McVey, to accept, with regrets, the resignation of Pinewood Principal Ralph Haslam, effective June 30, 2011. Motion unanimously carried.

Staff Reports and Announcements

The Principals and Supervisor of Maintenance & Operations and Food Service had submitted written reports of activities and programs at their sites.

In addition, Mr. Callaghan added some additional perspective to the 7th Grade Girls’ Basketball League Championship game. He reported that 17 staff members were among the many parents and friends who attended the game, and every member of the team played in the game.

The California Distinguished School validation team from the El Dorado County Office of Education visited Sierra Ridge today. Team members toured the school, met with parent and student groups, and visited classrooms. They also visited the recording studio and Professional Development Centre at Emigrant Trail. Team members stated they either saw or heard from parents and students confirmation of everything that was in the plan. The official announcement of 2011 Distinguished Schools will be made in April.

Mr. Haslam reported that some of our 4th Grade students will participate in the Coloma Nature Bowl for the first time this year. Participation in this event is being coordinated by Bethany McGaughhey and Barb Simpson, both of whom are new kindergarten teachers. This is an excellent example of positive team spirit.
Mr. Karnitz reported that installation of the chain link fence at Pinewood will begin on Wednesday and should be finished by Friday or Saturday. He also expressed appreciation for the board’s recognition of M&O personnel for snow removal, which is a labor intensive job that includes many variables.

Transportation Supervisor Stacy Barraque also expressed her appreciation for Clint Spence’s snow removal efforts as well as his other invaluable contributions to the district such as the fabrication of parts and as a “traveling mechanic.” In addition, she expressed appreciation for the bus drivers who did a great job during the last snowstorm and for Mr. Callaghan’s help in working with students who have issues.

Superintendent’s Reports, Announcements, and Communications

The Superintendent reported on the following:

- **Staff Development Day** – Board members are invited to join staff for a baked potato luncheon on Staff Development Day. The district will provide the potatoes and fixings; staff will bring desserts and salads to share. Lunch will begin at 11:30 a.m. in the Emigrant Trail Professional Development Centre.
- **Surveys** – Many parent and staff surveys have been returned.
- **Review of District Safety Plans** – District safety plans will be reviewed and revised where necessary with revisions based on the things that worked and did not work during the incidents at Schnell School and Folsom Lake College – El Dorado Center. We hope to have the updated safety plans ready to bring to the Board in April.
- **ACSA Honors** – The El Dorado County Charter for ACSA Region 2 has awarded Administrator of the Year awards to CFO Sean Martin and Principal Rich Callaghan. Both are also nominated for Regional level awards which will be announced on March 11 in Lincoln.
- **Enrollment** – District enrollment is currently 718 students, which is up four students since the February Board meeting.

Board Members’ Reports and Communications

**Future Board Agenda Topics**

Bus fees were suggested as a future board agenda topic.

**Other Board Member Reports**

There were no other Board member reports.
Closed Session

At the hour of 8:12 p.m., Mr. Cullen concluded the open portion of the meeting, and after a short recess, the Board reconvened in closed session at 8:20 p.m. regarding:

- Public Employee Performance Evaluation
  - Superintendent

Actions from Closed Session

It was moved by Mr. Campbell, seconded by Mrs. McVey, to extend the Superintendent’s contract two years, to June 30, 2015. Motion carried with four Ayes, zero Noes, and one Absent (Mr. Griffin).

Adjournment

There being no further business, it was moved by Mr. Campbell, seconded by Mrs. McVey, to adjourn the meeting at 10:00 p.m. Motion unanimously carried.

Respectfully submitted,
Kevin Monsma
District Superintendent and
Secretary to the Board

APPROVED:

______________________
J. Dennis Cullen, President

DATE: ________________