Regular Board Meeting
Board of Trustees
December 11, 2012

Call to Order
The meeting was called to order at 6:32 p.m. by President Dennis Cullen in the Professional Development Centre at the Emigrant Trail Educational Center.

Administration of Oath of Office
Superintendent Kevin Monsma administered the Oath of Office to re-elected incumbent Board members J. Dennis Cullen and Tom Griffin.

Members Present
J. Dennis Cullen
Michael Bird
Tom Griffin
Susan McVey

Board Member Dave Campbell was absent.

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 Mrs. McVey, seconded by Mr. Bird, to add Item H.5, “Approval of Proposal from Warren Consulting Engineers, Inc. for Civil Engineering Services for the Sierra Ridge Middle School Paving/Portable Project,” to the agenda. Motion unanimously carried.

Annual Organizational Meeting

Election - Board President
It was moved by Mrs. McVey, seconded by Mr. Bird, to elect Dennis Cullen as Board President. Motion unanimously carried.

Election - Board Clerk
It was moved by Mr. Bird, seconded by Mr. Griffin, to elect Susan McVey as Board Clerk. Motion unanimously carried.

Election - EDCSBA Representative
It was moved by Mrs. McVey, seconded by Mr. Cullen, to elect Michael Bird as EDCSBA Representative. Motion unanimously carried.
Determination - Date, Time, and Location of Regular Meetings in 2013

It was moved by Mrs. McVey, seconded by Mr. Bird, to set the date and time of the 2013 regular meetings of the Pollock Pines Elementary School District Board of Trustees as the second Tuesday of the month (with the following exceptions: January 15, May 21, June 18, and no regular meeting scheduled in July), at 6:30 p.m., in the Professional Development Centre located on the Emigrant Trail Educational Center campus. Motion unanimously carried.

Adoption of Agenda

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

Public Comment

Pollock Pines Teachers Association President Kris Schultz thanked Mr. Cullen and Mr. Griffin for their willingness to serve another term as Board members. Their service as Board members requires a lot of time and is appreciated.

Consent Agenda

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

1) Approval of the minutes of the Regular Board Meeting of November 13, 2012

2) Approval of an Individual Services Agreement for Nonpublic, Nonsectarian School/Agency Services: Guiding Hands School, Inc.

3) Declaration of the following item as surplus and authorization for disposal:
   • Monitor, acquired 08/30/2010, Serial 004NDYG1F786

Approval of Warrants

It was moved by Mr. Griffin, seconded by Mrs. McVey, to approve the warrants. Motion unanimously carried.

Finance and Business

Approval - Agreement with NTD Architects

It was moved by Mr. Griffin, seconded by Mr. Bird, to approve the Agreement for Architectural Services with NTD Architects, dated November 12, 2012. Motion unanimously carried.

Presentation - 2011-2012 Audit Report

Chief Fiscal Officer Sean Martin reviewed with the Board a summary of the 2011-2012 Audit Report prepared by the Stephen Roatch Accountancy Corporation which included the following information:
Financial statements and supplementary financial and statistical information, including the schedule of state and federal financial assistance, were presented fairly.

The district complied with applicable state laws and regulations tested in accordance with the audit guide.

There were no instances of noncompliance found.

There were no material weaknesses or reportable conditions in the system of internal controls.

There were no audit findings.

The Board extended commendations to all staff for no audit findings for the fourth consecutive year.

Acceptance - First Interim Report

Chief Fiscal Officer Sean Martin presented the First Interim Budget Report to the Board. He reviewed with the Board revenue assumptions, ADA/enrollment assumptions, a summary of ADA, revenue limit detail, federal and state restricted programs and state flex accounts, expenditure assumptions, changes and summaries of income and expenditures, summaries of other funds and the budget, updated Board reserves, and multi-year projections.

In addition, Mr. Martin reported:

- Although Proposition 30 passed, a funding deficit of over 20% still remains in effect.
- For the first time in several years, it is possible that current year ADA, rather than prior year ADA, may be used for calculating this year’s ADA funding.
- Based on 2010 census data, the district’s Title I allocation increased by $73,000; however, due to the second year of Program Improvement, 30% of the entire fund must be allocated for additional services.
- We are in the final year of the 21st Century Grant; Boys & Girls Club will be applying for a new grant.

In 2012-13, 2013-14, and 2014-15, the multi-year projection shows the district anticipates ongoing deficit spending in the unrestricted fund due to declining enrollment, the anticipated deficited revenue limit, and decreased restricted revenues. 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 Mrs. McVey, seconded by Mr. Griffin, to accept the First Interim Budget Report as presented. Motion unanimously carried.

Appointment - Citizens’ Oversight Committee

It was moved by Mrs. McVey, seconded by Mr. Bird, to appoint Robert Kinzel, a retired community member whose three grown children attended Pollock Pines Elementary School District, as a member at large of the Citizens’ Oversight Committee. Motion unanimously carried.

Approval - Proposal from Warren Consulting Engineers, Inc.

It was moved by Mr. Griffin, seconded by Mrs. McVey, to approve the Proposal from Warren Consulting Engineers, Inc. for Civil Engineering Services for the Sierra Ridge Middle School Paving/Portable Project. Motion unanimously carried.

Board Policies and Administration

Approval - Authorization of Operation of Pinewood and Sierra Ridge Parent Teacher Clubs

It was moved by Mrs. McVey, seconded by Mr. Griffin, to approve the requests for authorization of operation of the school-connected organizations Pinewood Parent Teacher Club and Sierra Ridge Parent Teacher Club for the 2012-2013 school year. Motion unanimously carried.

Adoption - Board Policy 5141.33

It was moved by Mrs. McVey, seconded by Mr. Bird, to adopt Board Policy 5141.33, “Head Lice.” Motion unanimously carried.

Personnel

Approval - Assignment of Chelsea McClellan

It was moved by Mr. Bird, seconded by Mrs. McVey, to approve the assignment of Chelsea McClellan to teach math pursuant to Education Code Section 44258.2. Motion unanimously carried.

Review - Superintendent and School Site Administrators’ Affidavits and Teacher Assignment Reports

Board members reviewed annual reports of teachers’ assignments by principals, a report of other certificated staff assignments by the Superintendent, and the Superintendent’s affidavit declaring that all persons in certificated positions were properly credentialed.

Approval - Temporary Employment of Michelle Murphy

It was moved by Mrs. McVey, seconded by Mr. Griffin, to approve the temporary employment of Michelle Murphy, Instructional Aide I, 3.75 hours per day, effective December 3, 2012, for the remainder of the 2012-2013 school year. Motion unanimously carried.
Staff Reports and Announcements

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

In addition, Mr. Martin reported that four new data drops are being installed in each Sierra Ridge classroom to support the installation of the new technology equipment. Data drops are also being installed in the gym. In addition, the technology upgrades include a district-wide wireless network.

Superintendent’s Reports, Announcements, and Communications

The Superintendent reported on the following:

- **Commendations** – We have a very good staff in the district. Our technology installation is running ahead of schedule, we again had no audit findings, and Mr. Martin’s presentation at the bond meeting was excellent.
- **Weighted Student Formula** – The Governor will introduce a big change in the state’s education funding system through the implementation of a Weighted Student Formula on January 10.
- **Health Care and Pension Reform** – We are still waiting for information about how the district will be affected financially by the federal health care reform and CalSTRS and CalPERS pension reform. Currently, there are more questions than answers.
- **Special Education Self-Review** – The district is in the process of completing a Special Education Self-Review required by the State.
- **Boys & Girls Club Heroes Night** – The District has two tables reserved with room for each of the Board members to attend the Boys & Girls Club Heroes Night at 5:00 p.m. on Saturday, January 12, at the El Dorado County Fairgrounds. Tickets for spouses to attend this fundraiser are $25 each.
- **EDCSBA** – A Brown Act Workshop for New Board Members will be held January 7, 5:30 p.m., at the El Dorado County Office of Education. The Annual EDCSBA Awards Dinner will be held March 4, 5:30 p.m., at the Cold Springs Country Club.
- **CSBA** – One of the presentations attended at the CSBA Conference outlined a program designed by Clark Intermediate School in Clovis Unified School District which assigns students refusing to do work or not doing well in a regular classroom setting to a self-contained classroom for three weeks. With the right teacher, this could be a powerful tool to provide another chance for success for these students. Our management team is reviewing the
program and may plan to visit Clark Intermediate School to look at it firsthand in the spring.

Board Members’ Reports and Communications

Future Board Agenda Topics  A report on how we address bullying at each school site and within the district will be a future board agenda topic.

Board Member Reports on CSBA Conference  Mr. Bird and Mrs. McVey reported they both attended a workshop about a model program of a district-wide effort to eliminate bullying in schools. The program’s components include school culture, education, deterrents, and intervention. It has significantly reduced the number of bullying incidents and has also resulted in higher test scores.

All Board members who attended the Conference agreed the Keynote Speakers were very good: Shawn Achor spoke about the “science of happiness” and Susan Cain spoke about the differences between extroverts and introverts in the classroom and society.

Mr. Cullen reported the seminars he attended related to budget and technology. The highlight was a session which included Kevin Gordon, President of Capitol Advisors Group, LLC, and Ron Bennett, President and CEO of School Services of California, who discussed the latest political analysis of the November election, the future of education funding, and emerging education policy issues.

Other Board Member Reports  There were no other Board member reports.

Adjournment  There being no further business, it was moved by Mrs. McVey, seconded by Mr. Griffin, to adjourn the meeting at 8:35 p.m. Motion unanimously carried.

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

APPROVED:

J. Dennis Cullen, President

DATE: ———————————