Call to Order

The meeting was called to order at 6:30 p.m. by President Dennis Cullen in the Professional Development Centre 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.

Public Comment

There was no public comment.

Consent Agenda

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

1) Approval of Minutes of the Regular Board Meeting of August 13, 2013

2) Review of the Report on Investments, per Government Code Section 53646 and Board Policy 3430

3) Approval of 2013-2014 Master Contract for Guiding Hands School, Inc.

4) Approval of 2013-2014 Master Contract for Shining Star Children’s Therapy, Inc.

5) Approval of 2013-2014 Master Contract for Summitview Child & Family Services

6) Review of approval of 2013-14 adopted budget by El Dorado County Office of Education

7) Approval of participation in 2013-2014 Mandate Block Grant Funding
8) Approval of 2013-2014 Education Protection Account Expenditure Plan

9) Approval of revised position description, “District/Superintendent’s Secretary”

10) Approval of increase of .5 hour per day for Angie Wilbur, Yard Duty Aide, effective August 27, 2013 (Sierra Ridge)

11) Approval of increase of 1.5 hours per day for Scott Bunce, Custodian, effective August 1, 2013

12) Approval of increase of .1 FTE for Ross Arnold, Media Technician, effective July 1, 2013 (Camino USD)

13) Approval of employment of Terri Van Veldhuizen, Yard Duty Aide, 1.0 hour per day, effective September 3, 2013 (Sierra Ridge)

14) Approval of employment of Helena Moehring, Bus Driver, 0.53125 FTE (4.25 hrs/day) effective August 26, 2013

15) Acceptance of resignation/retirement of Ethel Harnden, District/Superintendent’s Secretary, effective December 31, 2013

Approval of Warrants

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

Presentations and Hearings

Public Hearing - Recalculated 2011-2012 and Estimated 2012-2013 Appropriations Limit

Mr. Cullen opened the public hearing for the revised recalculated 2012-2013 and estimated 2013-2014 Appropriations Limit, known as the Gann Limit. It was noted that the district’s appropriations in 2012-2013 and those projected for this school year are within the Gann Limit. There being no public input, the hearing was closed.

Public Hearing - Availability of Textbooks and Instructional Materials

The public hearing regarding the availability of textbooks and instructional materials in the district was opened by Mr. Cullen. Board members reviewed information regarding the district’s adopted standards-aligned textbooks and instructional materials in each subject and an inventory of the numbers of adopted standards-aligned textbooks and instructional materials available for each grade level along with current grade level enrollment numbers. The district is up-to-date on recent textbook adoptions with
adequate textbooks for all students. There being no public input, the public hearing was closed.

Presentation - Principal Brent Malicote and Leadership Team Member Lorrie Hargon presented information regarding the five major goals of the updated Single Plan for Pinewood School. The data used to form the goals, findings from analysis of the data, related actions to reach the goals, and evaluation methods were reviewed. Principal Rich Callaghan presented similar information regarding the five major goals of the updated Single Plan for Sierra Ridge Middle School.

Finance and Business

Adoption - It was moved by Mrs. McVey, seconded by Mr. Bird, to adopt Resolution No. 2013-2014-02, “Adoption of the ‘Gann’ Limit.” Motion unanimously carried with five Ayes and zero Noes.

Approval - CFO Martin reported that $9,996 was collected in Developer Fees in 2012-13, and there was a carryover of $16,812. After the expenditure of $16,179 for Sierra Ridge perimeter fencing, the account had an ending balance of $10,345.50 on June 30, 2013. Following Mr. Martin’s report, it was moved by Mr. Griffin, seconded by Mrs. McVey, to approve the annual accounting for Developer Fees Report and Findings. Motion unanimously carried.

Report - Chief Fiscal Officer Sean Martin reviewed with Board members the 2012-2013 Report of Unaudited Actual Financial Data which summarizes all the financial transactions of FY12. Some important items of note:

- Due to decreases in the expenses for salaries and benefits and contract services and minor increases in some federal, state, and local revenues, the ongoing budget deficit in unrestricted funds was $92,597 which is approximately $80,000 less than the projected amount reported at the June update.
- General Fund contributions were required for:
  - Transportation Fund - $75,135
  - Special Education Fund - $236,861
- Enrollment for 2013-2014 is at 709, up eight students from our projection. Projections look like the district will be using current year ADA for 2013-2014; this last occurred in 1991.
- Local Control Funding Formula will have a major impact on the budget, and many revisions will be in the 1st Interim.
It was moved by Mr. Campbell, seconded by Mr. Griffin, to certify and approve the 2012-2013 Report of Unaudited Actuals. Motion unanimously carried.

Approval - It was moved by Mrs. McVey, seconded by Mr. Bird, to approve the revised Administrative Regulation 4250.1 (d), “Classified Management Salary Schedule 2013-14,” and the revised 2013-14 Joint Transportation Supervisor Agreement with Gold Oak USD and Pioneer USD. Motion unanimously carried.

Board Policies and Administration

Adoption - It was moved by Mr. Griffin, seconded by Mr. Campbell, to adopt Resolution No. 2013-2014-03, regarding availability of textbooks and instructional materials. Motion unanimously carried.

First Reading/Adoption - It was moved by Mr. Griffin, seconded by Mrs. McVey, to adopt the Board Policies (BP), Administrative Regulations (AR), and Exhibits (E) for Series 4000 per the attached index marked Appendix A. Motion unanimously carried.

Staff Reports and Announcements

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

In addition, Mr. Martin reported that the Food Service Department has replaced all Styrofoam serving containers with recyclable serving containers.

Mr. Monsma reported that the appropriate tools and equipment have been provided for each M&O employee. The uniform shirts have arrived and have been well-received. The online maintenance program has been initiated, and its use is increasing.

Kevin Van Veldhuizen is finishing the installation of the new drinking fountain at Sierra Ridge which also has the capacity to fill water bottles.

Randy Head was very helpful in getting the hand-held radios set up correctly for use by both maintenance and transportation on different channels.
Superintendent’s Reports, Announcements, and Communications

The Superintendent reported on the following:

- **Great Instruction** – Many kudos go to our staff for classrooms functioning at an intensity level it is nice to see at this time of year.
- **Intervention and Acceleration Program** – Carryover funds of about $32,000 were divided between the sites for an intervention and acceleration program. Ongoing money will be needed to continue this program in the future.
- **Common Core** – The district has some money which can be used for Common Core trainings and materials.
- **Sierra Ridge GATE Class** – Sierra Ridge GATE students will return to the Fine Arts School in the Pines for 15 classes. For each district-sponsored class a student attends, a second free class not associated with the district will be offered to them.
- **Boys & Girls Club** – Enrollment at the Boys & Girls Club in our district is at 110, with 40 students attending on full scholarships.
- **Board Workshop** – A Board Workshop has been scheduled for Saturday, November 2. This will be an informational workshop regarding what happens next with construction and bond funding, and the Board will re-examine priorities and set goals.
- **Transportation** – The changes in bus routes to redistribute passenger loads have gone very smoothly.
- **Lunch at Sites** – Board members will be contacted soon to schedule lunch at the sites for the first trimester.
- **Invitation** – Board members are invited to visit classrooms with the superintendent and principals on any of their scheduled walk-throughs.
- **Assembly Bill 484** – The Senate has approved Assembly Bill 484 and sent it back to the House for its approval. Governor Brown has indicated he will sign the bill when it is sent to his desk.
- **District/Superintendent’s Secretary** – Blue Ribbon has tested 24 candidates for the position of District/Superintendent’s Secretary. Interviews will be scheduled for September 25. The interview panel will include members of the Management Team, Tom Griffin, Kris Schultz, and Diane Kratzer.
- **Sierra Ridge Choir** – The 80-member Sierra Ridge Choir will be meeting in the Professional Development Centre when it is available. This will give Mrs. Gonter access to a Mimeo board for instruction.

Board Members’ Reports and Communications

Future Board Agenda Topics

No future board agenda topics were suggested.
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. Campbell, to adjourn the meeting at 8:24 p.m. Motion unanimously carried.

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

APPROVED:

J. Dennis Cullen, President

DATE: _________________
POLLOCK PINES ELEMENTARY SCHOOL DISTRICT

Series 4000 – Personnel

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   Drug and Alcohol-Free Workplace BP 4000
   Nondiscrimination in Employment BP 4020
   Complaints Concerning Discrimination in Employment AR 4031
   Reasonable Accommodation AR 4032
   Employee Use of Technology BP AR E 4040

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   Recruitment and Selection BP 4100
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   Appointment and Conditions of Employment AR 4112
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   Teacher Qualifications Under the No Child Left Behind Act BP AR E 4112.24
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   Drug and Alcohol Testing for School Bus Drivers BP 4112.42
   Criminal Record Check AR 4112.5
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   Employment of Relatives BP 4112.8
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