UNADOPTED

POLLOCK PINES SCHOOL DISTRICT

MINUTES

Regular Board Meeting
Board of Trustees
November 13, 2012

Call to Order  The meeting was called to order at 6:35 p.m. by President Dennis Cullen in Room B-1 at the Emigrant Trail Educational Center.

Members Present  J. Dennis Cullen
Dave Campbell
Tom Griffin
Susan McVey

Board Member Michael Bird 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 Mr. Campbell, seconded by Mr. Griffin, to add Item I.2, “Acceptance of resignation from Glenda Bratton, Bus Driver, effective December 31, 2012,” to the agenda. Motion unanimously carried.

Adoption of Agenda  It was moved by Mr. Griffin, seconded by Mrs. McVey, to adopt the agenda as amended. Motion unanimously carried.

Public Comment  Kris Schultz, Pollock Pines Teachers Association (PPTA) President, thanked Board Members for their recognition of all of the teachers of the district at “The Stars Come Out!” community awards dinner on November 8. He and the two other PPTA representatives, Vice President Steve Simpson and Kim Little, were pleased and honored to accept the award on their behalf.

Steve Simpson invited Board Members to attend the 23rd Annual Hot Air Balloon Launch at Sierra Ridge tomorrow morning beginning at 8:00 a.m.

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

1) Approval of the minutes of the Regular Board Meeting of October 9, 2012
2) Approval of the Quarterly Report on Investments for the quarter ending September 30, 2012

3) Approval of Tuesday, December 11, 2012, as the date of the Board’s Annual Organizational Meeting (in conjunction with the regular meeting)

4) Approval of Individual Services Agreements for Nonpublic, Nonsectarian School/Agency Services: Shining Star Children’s Therapy

**Approval of Warrants**

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

**Finance and Business**

**Approval - Agreement with NTD Architects**

It was moved by Mr. Campbell, seconded by Mrs. McVey, to approve the Agreement for Architectural Services with NTD Architects for the Facilities Assessment and Implementation Plan. Motion unanimously carried.

**Approval - Master Agreement with ICS**

It was moved by Mr. Campbell, seconded by Mrs. McVey, to approve the Master Agreement for Ongoing Construction Project Management Services with Innovative Construction Services, Inc. (ICS). Motion unanimously carried.

**Adoption - Resolution 2012-2013-09**

It was moved by Mrs. McVey, seconded by Mr. Campbell, to adopt Resolution 2012-2013-09, “Resolution Establishing Prepayment Revolving Cash Fund.” Motion unanimously carried.

**Appointment - Members of Citizens’ Oversight Committee**

Superintendent Monsma reported that two members are still needed for the Citizens’ Oversight Committee: a member who is active in a senior citizen’s organization and a member at large.

It was moved by Mr. Griffin, seconded by Mrs. McVey, to appoint the following applicants as members of the Citizens’ Oversight Committee:

- Dan Beebe – Pollock Pines-Camino Chamber of Commerce
- Thomas “Tom” Mahach – Taxpayer’s Association of El Dorado County
- Jennifer Aragon – Parent, President of Sierra Ridge PTC
- Kevin Brown – Member at Large (community member/local business owner)
• Ted Hargon – Member at Large (parent, volunteer coach at Sierra Ridge)

Motion unanimously carried.

**Board Policies and Administration**

**Approval - Authorization of Operation of Pollock Pines Sports Boosters**

It was moved by Mr. Griffin, seconded by Mr. Campbell, to approve the request for authorization of operation of the school-connected organization Pollock Pines Sports Boosters for the 2012-2013 school year. Motion unanimously carried.

**First Reading/Adoption - Board Policies, Administrative Regulations, and Exhibits**

It was moved by Mr. Griffin, seconded by Mr. Campbell, to adopt the following Board Policies (BP), Administrative Regulations (AR), and Exhibits (E) for Series 0000, 1000, 2000, and 7000:

**Series 0000**

a. BP and AR 0000, “Vision”  
b. BP 0100, “Philosophy”  
c. BP 0200, “Goals for the School District”  
d. BP 0400, “Comprehensive Plans”  
   1. BP 0410, “Nondiscrimination in District Programs and Activities”  
   2. BP and AR 0420, School Plans/Site Councils  
      A. BP and AR 0420.1, “School-Based Program Coordination”  
      B. BP and AR 0420.4, “Charter School Authorization”  
   3. BP and AR 0430, “Comprehensive Local Plan for Special Education”  
   4. BP 0440, “District Technology Plan”  
   5. BP and AR 0450, “Comprehensive Safety Plan”  

e. BP 0500, “Accountability”  
   1. BP 0510, “School Accountability Report Card”  
   2. BP, AR, and E 0520.2, “Title I Program Improvement Schools”  
   3. BP and AR 0520.3, “Title I Program Improvement Districts”

**Series 1000**

a. BP 1000, “Concepts and Roles”  
   1. BP 1020, “Youth Services”  
   b. BP 1100, “Communication with the Public”  
      1. BP 1112, “Media Relations”  
      2. BP and AR 1113, “District and School Web Sites”  
      3. BP 1150, “Commendations and Awards”  
      4. BP 1160, “Political Processes”  
   d. BP and AR 1220, “Citizen Advisory Committees”
e. BP and AR 1230, “School-Connected Organizations”
f. BP and AR 1240, “Volunteer Assistance”
g. BP and AR 1250, “Visitors/Outsiders”
h. BP and AR 1312.1, “Complaints Concerning District Employees”
i. BP, AR, and E 1312.2, “Complaints Concerning Instructional Materials”
j. BP and AR 1312.3, “Uniform Complaint Procedures”
k. AR and E 1312.4, “Williams Uniform Complaint Procedures”
l. BP 1321, “Solicitation of Funds from and by Students”
m. BP 1325, “Advertising and Promotion”
n. BP, AR, and E 1330, “Use of Facilities”
o. BP 1330.1, “Joint Use Agreements”
p. BP and AR 1340, “Access to District Records”
q. BP 1400, “Relations Between Other Governmental Agencies and the Schools”
  1. BP 1431, “Waivers”
r. BP 1700, “Relations Between Private Industry and the Schools”

Series 2000

a. BP 2000, “Concepts and Roles”
b. BP 2110, “Superintendent Responsibilities and Duties”
  1. BP 2111, “Superintendent Governance Standards”
c. BP 2120, “Superintendent Recruitment and Selection”
  1. BP 2121, “Superintendent’s Contract”
d. BP 2140, “Evaluation of the Superintendent”
e. BP 2210, “Administrative Discretion Regarding Board Policy”
f. BP 2230, “Representative and Deliberative Groups”

Series 7000

a. BP 7000, “Concepts and Roles”
b. BP 7110, “Facilities Master Plan”
  1. AR 7111, “Evaluating Existing Buildings”
c. BP 7131, “Relations with Local Agencies”
d. BP and AR 7140, “Architectural and Engineering Services”
e. BP and AR 7150, “Site Selection and Development”
f. BP and AR 7160, “Charter School Facilities”
g. BP 7210, “Facilities Financing”
  1. BP and AR 7211, “Developer Fees”
  2. BP and AR 7214, “General Obligation Bonds”
h. BP 7310, “Naming of Facility”

First Reading - Board Policy and Administrative Regulation 1114, “District-Sponsored Social Media,” 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 a future board meeting.
First Reading - Administrative Regulation 1321, “Solicitation of Funds from and by Students,” was presented for a first reading. There was no action required at this meeting. The Administrative Regulation will be presented for adoption at a future board meeting.

First Reading - Board Policy 3290, “Gifts, Grants, and Bequests” was presented for a first reading. There was no action required at this meeting. The Board Policy will be presented for adoption at a future board meeting.

First Reading - Board Policy 5121, “Grades/Evaluation of Student Achievement,” was presented for a first reading. There was no action required at this meeting. The Board Policy will be presented for adoption at a future board meeting.

First Reading - Board Policy and Administrative Regulation 5136, “Gangs,” 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 a future board meeting.

First Reading - Board Policy 5141.33, “Head Lice,” was presented for a first reading. There was no action required at this meeting. The Board Policy will be presented for adoption at a future board meeting.

First Reading - Board Policy and Administrative Regulation 6154, “Homework/Makeup Work,” 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 a future board meeting.

Curriculum and Instruction

Approval - The Single Plan for Student Achievement for Pinewood Elementary School
Principal Brent Malicote reported that the revised Single Plan for Student Achievement for Pinewood was written with input from the entire Pinewood staff, the Pinewood Leadership Team, and the Pinewood Site Council. This is a working document which will change as the year progresses.

Pinewood Teachers Kris Schultz and Kim Little presented the four school goals of the Single Plan.

Approval - The Single Plan for Student Achievement for Sierra Ridge Middle School
Principal Rich Callaghan reported that the revised Single Plan for Student Achievement for Sierra Ridge was written with input from the Sierra Ridge staff and the Sierra Ridge Leadership Team, and it is intended to be a working document.
Sierra Ridge Teachers Rhiannon Bailey and Chelsea McClellan presented three of the four school goals in the Single Plan; Principal Callaghan presented the fourth goal.

Following discussion of the details of the plans, it was moved by Mr. Campbell, seconded by Mrs. McVey, to approve the revised Single Plans for Student Achievement for Pinewood and Sierra Ridge. Motion unanimously carried.

Approval - SES Providers for Pinewood School

Schools designated Program Improvement Year 2 are required to use 10% of their Title I funding for Supplemental Educational Services (SES) for low-achieving students. For Pinewood, this equates to $803.21 per student for a total of 37 students.

Information was sent to 52 SES providers approved by the State. Eight of those providers responded; however, only two providers submitted all the required documents and attended the mandatory meeting. These two providers, A+ Educational Centers and Professional Tutors of America, Inc., offer one-on-one tutoring in ELA or math at the student’s home, the public library, or Boys & Girls Club. Fourteen students have signed up for SES services; our goal is to fill all 37 openings.

It was moved by Mrs. McVey, seconded by Mr. Campbell, to approve A+ Educational Centers and Professional Tutors of America, Inc. as SES Providers for Pinewood School. Motion unanimously carried.

Personnel

Approval/Acceptance -

It was moved by Mr. Griffin, seconded by Mrs. McVey, to approve/accept the following two items:

1) Temporary increase of 2.25 hours per day for Erica Armstrong, Instructional Aide I, effective November 26, 2012, for the remainder of the 2012-2013 school year

2) Acceptance of resignation of Glenda Bratton, Bus Driver, effective December 31, 2012

Motion unanimously carried.
Staff Reports and Announcements

The Principals, M&O/Food Supervisor, and Transportation Supervisor had submitted written reports of activities and programs at their sites.

Superintendent’s Reports, Announcements, and Communications

The Superintendent reported on the following:

- Enrollment – Current enrollment is 694. This includes two new autistic students at Sierra Ridge who have been welcomed into Mrs. Roger’s program.
- DataDirector Training – DataDirector training for principals and three teachers from each site has been scheduled for December 13. This will be a training of the trainers who will in turn, train other staff members in the use of this web-based data and assessment management system.
- Sneak-Peek Technology Preview – At the Sneak-Peek Technology Preview on December 17, teachers will receive their new laptops and computer bags and be able to preview the new technology which is coming to their rooms.
- Commendations – Commendations to Phil, his crew, and Sean who will be installing the new interactive whiteboards and saving the district $50,000 in installation costs.
- Board Room Relocation – December’s board meeting will be held in the Emigrant Trail Professional Development Centre, the new location of our Board Room.
- Classroom Moves – We are in the process of completing the classroom moves from the portables for which the district will not pursue certification of compliance with the Field Act.
- ADA Compliant Bathrooms – District staff has met with our architects regarding ADA compliant bathrooms.
- Borges Architects – The architect firm for Sierra Ridge and Emigrant Trail has been contacted regarding the documentation needed to close out those sites. The firm’s response is that the statute of limitations for its responsibility has expired; however, we have asked if the firm would stamp the documents if they were prepared by another architect, which would save the district a great deal of money. We are currently waiting for a response.
- Underground Storage Tank – The district has been approved for participation in the cleanup fund for the underground storage tank which was located at the Pollock Pines School site on Pony Express Trail. At this point we are waiting to hear from the County before we proceed.
• Pinewood Parking Lot – Plans for realignment of the Pinewood Parking Lot should be completed in December.
• Sierra Ridge Parking Lot – Warren Consulting is currently working on a site survey in preparation for the repaving and upgrading of the Sierra Ridge Parking Lot.
• District Christmas Gathering – The District Christmas Gathering will be held at Apple Mountain Golf Resort on Thursday, December 20, beginning at 4:30 p.m.
• Heroes Night – The Boys & Girls Club fundraiser, Heroes Night, will be held in January. More information will follow.

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.

Closed Session
At the hour of 8:50 p.m., President Cullen concluded the open portion of the meeting, and there was a short recess before the Board met in closed session for consideration of a Stipulated Expulsion Agreement.

Actions from Closed Session
The Board returned to open session at 9:25 p.m.

It was moved by Mr. Campbell, seconded by Mrs. McVey, to accept the Stipulated Expulsion Agreement for Student I.D. No. 691541. Motion unanimously carried.

Adjournment
There being no further business, it was moved by Mr. Griffin, seconded by Mr. Campbell, to adjourn the meeting at 9:27 p.m. Motion unanimously carried.

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

J. Dennis Cullen, President

DATE: _________________