

Board of Trustees  
Regular Meeting  
Felta Schoolhouse  
**Thursday, September 13, 2018**  
5:30 p.m.  
MINUTES

**1. OPEN SESSION**

**5:40 p.m.**

**CALL TO ORDER, TRUSTEES PRESENT**

Patricia Bertapelle, President    Scott Nielsen    Ann Davis  
 Kristen Brodrick    Kris Menlove, Superintendent/Principal

**2. PUBLIC AND EMPLOYEE REQUEST TO ADDRESS THE BOARD ON CLOSED SESSION ITEMS**

Members of the public who wish to speak are asked to raise their hand and be recognized by the Board President, and introduce themselves for the record before addressing the Board. There were no public comments

**3. CLOSED SESSION:** With respect of every item of business to be discussed in closed session pursuant to Government Code Section 54957. The Board convened to closed session at 5:45 p.m.

**4. RECONVENE TO PUBLIC MEETING/CALL TO ORDER**

**6:10 p.m.**

4.1 Pledge of Allegiance was led by President Bertapelle

**5. AGENDA APPROVAL**

The Agenda was approved on a motion by Davis, seconded by Brodrick, and carried with four ayes.

**6. PUBLIC COMMENT**

This is a time for members of the audience to address the Board. Please understand that the Board will not respond or take action regarding presentation under Public Comments and Messages. Presentations shall be limited to three minutes. There were no public comments.

**7. ANNUAL PUBLIC HEARING ON THE SUFFICIENCY OF INSTRUCTIONAL MATERIALS**

The Superintendent/Principal presented and discussed Board Resolution 51468, certifying compliance with Cal. Ed. Code Section 60119, and CCR, Title 5, Section 9531 (c.). She reported to the Board by grade level on the adequacy of all instructional materials and textbooks. There were no public comments.

**8. ANNOUNCEMENT OF CLOSED SESSION DECISIONS**

There was no reportable action in closed session.

**9. CONSENT CALENDAR**

After a brief discussion, the Consent Item Agenda was adopted on a motion by Nielsen, seconded by Brodrick, and carried with four ayes.

9.1 Minutes of August 9, 2018, Regular Board Meeting

9.2 Warrants dated August 1-31, 2018

9.3 Consent of Approval of Donations

## 10. REPORTS

### 10.1 Board of Trustees

- Good of the Order  
Bertapelle: reported on the golf tournament; recommended a workshop at SCOE; facilitated binder updates; arranged an interview of Mrs. Menlove by the Healdsburg Tribune; received an LCAP acceptance letter from SCOE.
- Goals: Brodrick suggested adding “as needed” to negotiations; Nielsen suggested changing language regarding employee evaluations to specify Superintendent/Principal and promote and approve staff development and training; Board directed Menlove to sunshine negotiation clause in CTA/CSEA contract; Bertapelle would like to add a goal for English Language Learners.
- Committees: Brodrick will attend the upcoming FEF meeting.
- School Activities: Brodrick, Nielsen, and Davis will attend the Garden Tea Party.

### 10.2 Superintendent/Principal Report

- School Activities  
FEF Coffee; FEF Potluck Dinner; Weekly Friday Assemblies and Spirit Days; Volunteer Trainings were held to include new TB requirement and updating driving permission to align with board policy; Picture Day is this Friday with MugsyClicks; Recology Guest Speaker-all grades; DHH visit to 6th grade Interactive art project in the front office; Initial ELPAC assessment Screenings for students through Benchmark, 45 day screener, and migrant

## 11. DISCUSSION ITEMS

### Curriculum and Instruction by Kris Menlove

11.1 The Board conducted an interview of a prospective Board member

11.2 Menlove reported the 2017-18 CAASPP and distributed a hand-out to the Board.

11.3 Menlove reported the 2017-18 ELPAC Summative Results; 20 students were assessed; **Strength:** Oral Language, which includes listening and speaking;

**Growth Opportunity:** Written Language, which includes reading and writing

### Fiscal by Jamie Hunt

11.4 Hunt presented a Fund Summaries and Cash Flow Report.

As of today (09/05/2018), there is \$440,140.53 which includes \$359,897.07 in the General Fund (Fund 01). August revenue of \$41,560 includes funds from LCFF, Property taxes, Federal, other State, and Local revenue. We anticipate positive cash flow for the remainder of this fiscal year and will continue to monitor cash flow closely.

11.4 Presentation Regarding Extended DayCare

2017-18 Extended Daycare report; as of Sept 5, 2018 \$5,517 has been received. The amount set up as receivables for 2017/18 is \$6,000. A balance of about \$684 is from students no longer at West Side, invoices have been sent out.

2018-19 Extended Daycare summary was given to the Board

11.5 Presentation Regarding REAP (Regarding Rural Education Assistance Program)

The District received \$46,223 on September 4, 2018

\$21,000 was allocated to 2017/18

\$25,223 is allocated to 2018/19

11.6 Presentation Regarding Sonoma County Office of Ed approval of 2018-19 Budget

**Facility by Kris Menlove and Jamie Hunt**

11.7 Presentation Regarding Prop 39

Menlove reported the schedule for the Prop 39 lighting project. The proposal was presented to the Board. Completion is expected by January.

**Human Resources by Kris Menlove**

11.8 Presentation Regarding Position Vacancies:Spanish Enrichment

Menlove reported on the impact of adding Spanish to the enrichment schedule. She will inquire about the sustainability at the next FEF meeting. The Board recommended putting the hiring on hold until scheduling and funding is affirmed.

**Enrollment by Kris Menlove and Leslie Palmieri**

11.9 Presentation regarding projected student enrollment

## 12. ACTION ITEMS

12.1 Resolution 51479 Instructional Materials Funding/Sufficiency of Instructional Materials was adopted on a motion by Davis, seconded by Nielsen, and carried with four ayes.

12.2 Memorandum of Understanding with North Coast Teacher Induction Program (NCTIP) was approved on a motion by Nielsen, seconded by Brodrick, and carried with four ayes.

12.3 Agreement with Renaissance for STAR Reading and STAR Math was approved on a motion by Davis, seconded by Nielsen, and carried with four ayes.

12.4 Resolution 51480 Classroom Capacity Limits for Purposes of Granting or Denying an Interdistrict Transfer Request was approved on a motion by Brodrick Seconded by Nielsen, and carried with four ayes.

12.5 Recommended CSBA policy updates July 2018 were approved on a motion by Nielsen, seconded by Brodrick, and carried with four ayes.

12.6 Hiring of second grade Instructional Assistant was approved on a motion by Brodrick, seconded by Davis, and carried with four ayes.

12.7 Three year agreement with Edlio for Website Design, Hosting, and Training was approved on a motion by Brodrick, seconded by Davis, and carried with four ayes.

12.8 Interagency Agreement with Sonoma County Human Services Department, Family, Youth, and Children's Services Division was approved on a motion by Nielsen, seconded by Brodrick, and carried with four ayes.

12.9 2017-18 Unaudited Actuals were approved on a motion by Nielsen, seconded by Davis, and carried with four ayes.

Review summary comparing 17-8 Estimated Actuals to 17-18 Unaudited Actuals

12.10 Resolution 51478 Gann Limit Appropriations was approved on a motion by Nielsen, seconded by Brodrick, and carried with four ayes.

12.11 The Board declared the 1993 International Bookmobile and 1999 Ford Ranger Tuck as surplus property on a motion by Nielsen, seconded by Brodrick, and carried with four ayes.

12.12 ProCare software for extended daycare was approved for purchase on a motion by Nielsen, seconded by Brodrick, and carried with four ayes.

**13. FUTURE AGENDA ITEMS**

- Williams Settlement Quarterly Uniform Complaint Report (July-Aug-Sept)
- Board of Trustees Approval
- Approval of Board Goals

15. With no further business, the meeting was adjourned at 9:30 p.m. on a motion by Brodrick, seconded by Nielsen, and carried with four ayes.

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Ann Davis, Clerk                      Date

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Kris Menlove, Superintendent/Principal      Date