Minutes

Bolinas-Stinson Union School District
Regular meeting of the Board of Trustees
Date: May 12, 2020
Meeting Time/Location: Closed session from 1:30 to 3:00pm
Open Session at 3:00 p.m.

1. **Call Meeting to order**
   The meeting was called to order at 1:30. Present were Trustees: Siedman, Pfeiffer, Marcotte, Woods and Demmerle. Superintendent Carroll, CBO Hawes and Principal Stephens were also present on the zoom video conference call.
2. **Approval of Closed Session Agenda**
   M/S by Pfeiffer/Demmerle
3. **Public Comments on Closed Session Agenda**
   There were no public comments on the closed session agenda
4. **Recess to Closed session**
   4.1 Labor Negotiations – 54957.6
   Administration Contracts (Superintendent, Principal, Chief Business Official)
   4.2 Public Employee Discipline/Dismissal/Release – 54957
5. **Reconvene into Open Session**
   At 3:21p.m.
6. **Announcement of Reportable Action taken during Closed Session**
   There was no reportable action taken during closed session
7. **Approval of Agenda / Introductions – reading of Mission/Vison Statement-**
   M/S by Pfeiffer/Woods
8. **Public Hearing**
   District and California School Employees Association (CSEA) re-openers
   Superintendent Carroll read the re-openers from California School Employees Association (CSEA) and from the District
9. **Board member reports and Comments**
   Negotiations- Marcotte
   CSEA negotiations are scheduled for 5/13/20; CTA (California Teachers Association) have settled
   Facility Needs Committee- Marcotte/Demmerle
   The group met on 5/8/2020; More information under CBO report
   Green STEAM committee – Woods
   No report
   Marin County School Boards Association (MCSBA) – Siedman
   No report
   Joint Legislative Action Committee – Pfeiffer
   No report but the group will "meet" on 5/13/2020 via zoom
   Staff housing Committee – Demmerle/Pfeiffer
   Trustee Pfeiffer reported that a teacher in the district is interested in living in the "tiny home" recently on display at the school. The rolling structure, reduced in price for the district to $ 50,000 could be purchased with Measure W funds. A location not on district property has been "secured"

Questions surrounding this item included:
Who would own the structure?
What are the next steps?
How are measure W funds released?
Does the purchase need Board Approval?
See item 19- Strategic Plan

Budget Committee – Marcotte
No report
Kindergarten Readiness Committee –Pfeiffer
Other:
M/S by Demmerle/Woods to move agenda item 28 after Public Comment *5 yes*
M/S by Demmerle/Woods to move agenda item 26 after Public Comment (followed by agenda item 28) *5 yes*
M/S by Pfeiffer/Woods to move agenda item 14 as the next item following item 28 *5 yes*

10. Public Comments:

Long-time educator, Cathy Nichelini-Jones announced her retirement at the end of the 2019-20 school year. The Board thanked Cathy for her years of service to the district.

11. Correspondence/Information

11.1 Enrollment for 2019-20 school year and projections for 2020-21
11.2 Donation record
11.3 Incoming Correspondence – 4/15/20 from Marin County Office of Education re: 2nd Interim
11.4 Outgoing correspondence – none
11.5 Other:

12. Chief Business Official Report

12.1 Finance Update
Chief Business Official Hawes reported a good financial outlook for the next two years. The 3rd year, however may see cuts to services
12.2 Facilities Update
Solar monitoring
Equipment to monitor electricity produced by the solar panels is in place with daily reports being monitored. Panel cleaning two to three times per year may also increase production and will be scheduled in the near future.
School bus repair
Body work repairs to one of the two school buses is complete and it is expected to have the bus back by next week (week of 5/18/2020)
Summer projects
Aerial photos of the two campuses will be shared with paving contractors for bids on several summer projects (Bolinas basketball court, Stinson campus parking area and replacement of current rubber pathway. An ongoing list is being maintained by the facility staff
12.3 An update on the District provided Internet access for students
Providing and assessing student internet is ongoing
12.4 Food Service Update
Audit
There were no findings that would affect the funding the district receives. Several corrective actions have been implemented and at this

time the district will remain in the National School Lunch Program (NSLP) for the 2020-2021 school year

National School Lunch Program

12.5 GASB 75 report

This report is compiled every two years to evaluate/predict costs for staff retirements

Board president Siedman left the meeting at 7:26; Trustee Pfeiffer would preside over the rest of the meeting

13. Superintendent's Report

13.1 Budget/Legislative/Attendance update

~~13.2 Collaboration with Community Action Marin / Bolinas Children's Center- next steps~~ See agenda item 28

13.3 Office closure update

13.4 Update on field trip and school event cancellations

13.5 Trustee Election information

Based on information from the Marin County elections office, due to time constraints, the district will continue with "at-large" elections but will investigate "polling area/district" candidates for the future. He will discuss with other districts to evaluate the processes they have employed. Out-reach to the Stinson Beach community was suggested

13.6 Communication- Whenever an agenda is finalized it will be posted on the website with a link on the live feed and a push notification.

Superintendent Carroll and Principal Stephens continue to monitor guidelines for school re-opening. He hoped to have more information following a meeting on 5/13/2020. Three key components are necessary:

- *When will the Health Department recommend re-opening*
- *What kinds of restrictions might be imposed*
- *When will this information be known*

School will not open earlier in August, there will be more cleaning regimes imposed and classroom census will be evaluated. Depending on guidelines, there are several models that the district will implement relating to location of classes/grades.

Trustee Marcotte requested a standing agenda item relating to re-opening plans. Furthermore, he suggested a community meeting to listen to the concerns of the school community and discuss options and procedures for re-opening and how day-to-day operations may look. Depending on info from the 5/13/20 meeting it was expected the meeting would be scheduled in 2 weeks (week of 5/25/20) He suggested forming a committee.

14. Principal's Report

14.1 Remote Learning update including equitable learning

14.2 Possible plans for Graduation

14.3 Summer School

Principal Stephens expressed appreciation to all teachers for their level of dedication to student learning despite the hurdles presented by the stay in place order. Both she and classroom teachers and also classified staff have been in contact with students and parents. Teachers present an organized schedule to their students on Mondays with follow-up sessions on Fridays. Models were developed from staff input and successful plans from other districts practicing distance learning.

Several teachers spoke of difficulties they have encountered including internet access and student technology, teaching independent learning for students and student participation, retention of lessons. It was thought that distance learning will be an ongoing issue and that more planning needs to happen for the next school year.

Several ideas have been discussed for graduation. A survey will be sent to 8th graders and their parents

Summer school will also be via distance learning. Teachers can opt in to provide optional math and reading lessons to below grade level students. The program may also be opened to students not below grades levels as well.

15. Approval of the following Consent agenda items **Action**

M/S by Woods/Marcotte *withdrawn*

M/S by Woods/Demmerle to approve the following consent agenda items: 15.1, 15.2 and 15.3b only *4 yes; 1 absent (Siedman)*

15.1 Warrants: Batches: 49 to 54 (49, 50, 51 52 53 54)
15.2 Minutes from: 4/14/20, 4/28/20, and 5/5/20
15.3 Other:

M/S by Demmerle/Woods *4 yes; 1 absent (Siedman)*

To approve Student Chromebook purchase and teacher MacBook with AppleCare purchase (option 2)

a. Technology purchases
   Student Chromebook
   Teacher MacBook's (option 1; option 2)
b. Declaration of Need (doc 1; doc 2)

16. Staff Housing **Study & Information/Action**

Review information / consider feasibility/exploratory real estate purchase
doc 1 doc 2
IPA 1-PROPOSAL IPA2-work order IPA3-project list IPA4-INVOICE

Trustees agreed to table decision until all trustees could be present. It was agreed that legal advice on land use of the targeted property would be a good first step before a feasibility study.

M by Demmerle to authorize Supt Carroll to contract with H&B to obtain a proposal to make shift in land use authority from the county of Marin- *No Second*

It was agreed, however to task Supt. Carroll to meet with Arianne Dar (Bolinas Community Land Trust) and Scott Hochstrasser (IPA) to discuss legal questions

17. Summer Lunch program **Study & Information/Action**

Tabled to 6/9/2020 pending information

Discussion and approval of summer extension of nutrition services for qualified students

18. Trustee Election **Study & Information/Action**

M/S by Woods/Pfeiffer

By roll call vote:

Demmerle	*yes*
Woods	*yes*
Marcotte	*yes*
Pfeiffer	*yes*
Siedman	*absent*

Resolution 10 2019-2020
Specifications of the Election Order

19. Strategic Plan **Study and Information/Action**

M/S by Woods/Demmerle *4 yes; 1 absent (Siedman)*

To table discussion

Approval of amendments/changes

20. Human Resources- Salary Schedules **Study & Information/Action**

M/S by Woods/Demmerle *4 yes; 1 absent (Siedman)*

Approve the following salary schedules for 2019-2020:

a. Confidential (12 month; 11 month)
b. Chief Business Official
c. California Teachers Association
d. California School Employees Association

21. CSEA (California School Employees Association) re-openers 2019-20, 20-21

M/S by Demmerle/Woods *4 yes; 1 absent (Siedman)*

Review/approve **Study & Information/Action**

22. District re-openers for CSEA **Study & Information/Action**

M/S by Marcotte/Demmerle *4 yes; 1 absent (Siedman)*

Review/approve

23. Certificated retirement **Study & Information/Action**

M/S by Woods/Marcotte *4 yes; 1 absent (Siedman)*

Approve retirement of certificated staff, Cathy Nichelini-Jones with regrets and appreciation for her years of service.

24. Human Resources **Study & Information/Action**

M/S by Woods/Pfeiffer *3 yes; 1 absent (Siedman); 1 abstain (Demmerle)*

Approve recommendation(s) from the interviewing committee for Karen Buckenmeyer and Mary Lynn Bryan as 1.0 fte teachers for the 2020-21 school year

25. Facilities Use **Study & Information/Action**

M/S by Demmerle/Woods *4 yes; 1 absent (Siedman)*

Approve contract and facilities use for Bolinas-Stinson Summer Camp pending facilities meet health and safety guidelines ~~and decision on use by the District for summer learning~~ (Official camp dates: July 7-31 Tuesday thru Friday; Access to campus for training and equipment organization: July 5,6; Clean-up and removal of camp gear: August 1)

26. Request for Leave of Absence- Classified **Study & Information/Action**

M/S by Demmerle/Marcotte *5 yes*

Approve leave of absence from 5/21/2020 to 6/12/2020

Grace Godino, who annually applies for this leave of absence was unsure to her dates of departure or even if she would need to take a leave. The Board agreed to approve the leave in case her travel plans were determined

27. School Climate survey **Study & Information**

M/S Demmerle/Pfeiffer

To table until 6/9/2020 regular meeting with placement early on the agenda

Review climate survey results (grades 3-7, grades 7-8, Families and Staff)

3-6 info
7-8 info
family a b
staff a b

28. Preschool program changes for 2020-2021 **Study & Information**

At the 4/28/2020 Special Board meeting, the District approved a change to the existing pre-School program to allow 3 year olds beginning at the 2020-2021 school year. At this meeting Trustees asked questions regarding what the next steps would be. At this time:

- *The license the district holds covers student 2 years 9 months (2.9)*

- *The addition of a toddler program would require changes in licensing, facilities (classroom and playground) and additional staff*

- *The district would enlist a September 1 cut-off date for entry (3 yrs. old by 9/1/2020) for entry into the program. Children who turn pre-school age during the school year would not be admitted due to the disruption it causes*
- *Waivers for 2.9 students may apply; Parents would need to know the implications of early entry*
- *Interdistrict transfers may be honored after seats for in-district students are filled; there would be a wait-list for students residing out of the district*
- *The district would need to draft rules and procedures for Interdistrict transfers (IDT) to the program including existing IDT students and siblings*
- *Suggestion that since this is a 1st year pilot program, no IDT's will be taken*
- *Keep a few open seats for kids who may re-located to the area*
- *The role of Community Action Marin (CAM) is yet to be determined (contract and MOU); Checklist from CAM*
- *If census in the program exceeds the amount allowed by licensing (20), then staggered days/times may be enacted*
- *The district needs to look at funding for the program (General fund, fees to parents, Community Action Marin funding (what are rules to obtain their funding; qualifying families) and grants from a variety of sources (West Marin Fund, Stet funding, Bolinas-Stinson Community Fund, West Marin specific grants (who will write grants), Bond measure*

- *What changes, if any, will be made to the program with the addition of younger student (student to teacher ratios, long-term vision, community input*
- *CAM continues to look for options for children age 0 to 3*

Community comments on agenda item 28:
The process seems rushed- community input is needed
With the addition of 3 year olds; the scope will need to be evaluated including staffing

Bolinas community public utility (BCPUD) was unaware until recently that CAM/BCC would be vacating

29. Public Comments:

Trustee Pfeiffer asked the remaining members of the Board about the purchase of the "tiny home" (see agenda item 9- Board member reports) It was agreed that the housing committee should submit a full proposal for Board review and potential approval. A Housing committee meeting will be scheduled

30. Meeting adjourned

M/S by Marcotte/Pfeiffer
The meeting was adjourned at 9:35p.m.

31. FUTURE

Transfer of funds
Strategic Plan- Ongoing Staff Housing, Pre-School visions
Core Enrichment committee update

Letter of Support - AB 2112 (Ramos) – Office of Suicide Prevention
National School Lunch Program
Budget review
Budget approval
School Climate survey
Pre-school rules and procedures
Enrollment projections for 2020-21
Hiring procedures
Tiny home purchase
Community forum re: Pre-School – vision including facilities
Pandemic committee
Special community meeting related to re-opening input, concerns, implement, cleaning, info from health dept., process to re-open; close + staff housing legal findings and next steps + tiny home purchase

The next regular Board meeting will be held on June 9, 2020

Approved: Jennifer Pfeiffer 6/9/2020