

**Bishop Unified School District  
Minutes of the Board of Trustees Meeting  
Regular Meeting • June 16, 2020 • 6:30 pm**

**NOTICE TO PUBLIC:** Please be advised that the Board Conference Room will be closed to the public. The Board will be conducting its meeting online. Board Members will participate via videoconference, accessible to the public:

**Public Board Meeting Participation Information:**

- **Public Comment Input Form:**  
Submit @ BishopSchools.org > School Board > Board Agenda  
<https://www.bishopschools.org/o/district/page/board-agenda>  
\*Comments must be submitted by 5:00 PM on 06.16.20 to be read aloud during the meeting.
- **Join by Phone [listen; audio only]:**  
Dial the following phone number and enter the meeting ID when prompted:

**Phone number: 669-900-9128**  
**Meeting ID: 91849451578**  
**Participant ID: Press # (No Participant ID required for public)**

- **Join by Computer, Smartphone or Tablet [listen/view only; audio and video]:**  
Join the meeting using provided link to the virtual meeting:

<https://inyocoe.zoom.us/j/91849451578>

*Individuals who require special accommodations, including, but not limited to an American Sign Language interpreter, accessible seating or documentation in accessible formats, should contact the Superintendent or designee at least two days before the meeting.*

*Members of the public are encouraged to attend Board meetings and address the Board concerning any item on the agenda within the Board's jurisdiction. A person wishing to be heard by the Board shall first be recognized by the President and shall then proceed to comment as briefly as the subject permits. (BB 9323)*

*Any materials required by law to be made available to the public prior to a meeting of the Board of Trustees of the District can be inspected at the following address during normal business hours:  
Bishop Unified School District Office – 656 W. Pine Street, Bishop, CA 93514*

**1.0 CALL TO ORDER** – 6:37 PM / All Board Members Present

**2.0 FLAG SALUTE** – Led by Kathy Zack

**3.0 RECOGNITION**

*The Board likes to take this time each month to recognize and say thank you to those among our student body, community and staff who have “gone the extra mile” for our students and/or the schools in our district.*

**3.1** Thank you to our Cafeteria Staff for making our meal program such a success during these past several months.

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- 3.2 Thank you to the Foundation for Excellence for their generous donation of \$1560 towards senior signs, and \$3000 for senior gifts.
- 3.3 Thank you to COSO Operating Company for their \$2000 donation to the Senior Class, used towards \$50 gift cards inside tumblers.
- 3.4 Thank you to Mike McDermott Photography for donating photo shoot and pictures to Senior Class for the BUHS Graduation Ceremony.
- 3.5 Thank you to Jason Brown and Jim Tyler for their significant discount of videotaping and airing the BUHS Graduation Ceremony.
- 3.6 Thank you to Megan Schain (BUHS Alumni Class of 1982) for generously discounting the Senior yard signs.

Trina would like to thank Kathleen, Corinne, Lara, and the whole staff for pitching in and making the graduation really nice. Kathy thanked all the teachers that attended BUHS Graduation, the students really enjoyed seeing them. Trina also thanked the local businesses for decorating their windows and putting signs up.

### 4.0 PUBLIC COMMENT - Items of Interest not Addressed on the Formal Agenda:

*This time is set aside at each meeting for members of the audience to speak to the Board regarding questions or issues not on the agenda. No action may be taken, but items may be placed on a future agenda.* – We announced to the audience that we now have a Q & A feature, and were asked to use it.

K. McLaren asked if BES was going to have a science adoption for 20/21. Katie replied that only HSMS was approved for science adoption for the 20/21 school year.

### 5.0 PUBLIC HEARING

The Board has requested a Public Hearing to meet posting requirements and receive input on the following agenda items.

#### 5.1 Proposed 2020-2021 Budget, July 1, 2020, posted June 5, 2020 (enclosure)

Kathy asked Midge to review the revenue assumptions we are currently in. Midge shared the budget includes the information from the May Revise; there was a positive cola, minus 10% reduction, short 8%, and a 10% cut added on to LCFF. On the flip side, Special Education funding increased, leaving the net difference of 1.5 million less than last years. The layoffs that were anticipated are reflected in the proposed budget. It's changing daily and we won't know what the final State Budget will be until late July. If we need to make changes after the July adoption of the State Budget, we will have 45 days to do so.

Kathy asked Midge if we are deficit spending? Midge shared she pulled every dollar to put in 20/21 to offset deficit spending. If they reinstate funding, she worries about deferrals and cash flow, like back in 08, 09, 10 deferrals were huge. There are loans for cash flow, but the loans are 4%-6% interest rates. She will contact Impact Aid to ask for early disbursement (hoping for 1 million from Impact Aid).

Katie mentioned the State Budget will be coming through July 15, 2020.

Trina asked if any movement from Federal monies? Midge hasn't heard if the Feds are offering any money up yet.

Taylor asked if we can ask for Impact Aid monies now to secure the funds coming in? Midge usually can't request the money until October, but will check to see if that has changed.

All the Board Members thanked Midge very much.

## **6.0 REPORTS AND PRESENTATIONS**

### **6.1 Administration Reports (enclosures)**

#### **6.1.1 Gretchen Skrotzki/Garrett Carr, Bishop Elementary School – Dr. Skrotzki**

shared that things at BES are currently going great. The data at the end of year was what she liked to see. Teachers were able to make connections with students and parents. The teachers have learned a lot from this situation, and what not to do. She feels after this her staff can rise to anything. The end of the year went out like a bang with the car parade. Dr. Claudia Moya-Tanner asked if Chromebooks worked great for students, do we have something else for the teachers? Dr. GS said teachers have old laptops they could use. Midge and Katie shared that they have been talking with I.T. about getting Administration, Teachers, Counselors, and the School Nurse new laptops. It's going to run about \$80 thousand dollars. Trina asked if we were getting a grant or prior relief funds? Midge shared Justin has been putting in for grants, but the funds are going to schools with higher free and reduced figures. Virginia asked if BES collected all the chromebooks and hotspots? Dr. GS said she wasn't sure about the chromebooks (Garrett is handling that), but there are only 6 of the 25 hot spots still out. Virginia asked how long BES will wait after sending out Summer School Invitations to hear back? Dr. GS said they'd wait two weeks before they started contacting them. Trina asked how the staff and morale are doing. Dr. GS mentioned they are anxious and don't know what to expect, but once we dial down they will be more at ease.

#### **6.1.2 Patrick Twomey/Danielle Grate, Home Street Middle School – Pat shared the**

virtual promotion ceremony went great. Pat drove around delivering awards from the Mesa all the way to Big Pine. He's been holding digital staff meetings the past few weeks, and he feels that if this comes around again, the HSMS staff will be prepared. Pat shared it has been great at HSMS, he is looking forward to the new challenge (transferring to the Alternative Education-Palisade Glacier High School/Bishop Independent Study, and Keith Bright School Principal). Kathy asked what of the five things we need to work on. Pat felt if we can't start seeing kids, that's the hardest thing not having the connections with the students. Trina asked what project base was thrown around. Pat shared observe nature, draw nature, and journal. Fuch's Shield Project had more participation this year and students are writing poems and songs. Dr. Claudia Moya-Tanner asked what went well and what needs improvement. Pat shared the internet was difficult, like the last board meeting he kept losing connection, and he's witnessed his own kids dealing with the same. Kathy asked if the award will be in the local newspaper. Pat said yes, they definitely can have them in the newspaper. Virginia asked if HSMS had many attending summer school. Pat said they have 55-56 incompletes at the end of the year. Kathy asked if most make it to summer school. Pat said traditionally yes.

**6.1.3 Katie Kolker, Alternative Education, (Palisade Glacier High School, Keith Bright and Bishop Independent Study) –** Katie shared they had 24 mini graduations for the Alternative Educations students. It was very exhausting, emotional and exciting. The days were long with tasks, but emotionally totally worth it. Great way to end the year, although it was awkward not being able to hug everyone. Many of her graduates walked in the parade with BUHS graduates. They were happy to see their names among the signs along Warren Street as well. Kathy mentioned the drop rates are really low 2% for PGHS and 13 % for BIS. Trina shared that the bar was definitely set high. Katie shared that the staff does a great job, and they have to see the students, it's all about relationships. Kathy told Katie great job as always. Katie shared that Keith Bright was hoping for 4 in their summer school session, as of right now 1 or 2 students.

**6.1.4 Dave Kalk/Derek Moisant, Bishop Union High School –** Kathy mentioned to Dave that she liked the pictures in his report and that the bike was well received. Dave shared that the student thought it was a prank, but really was excited when he received it. Dave thanked Kathy and Trina for coming down for the three Graduation Ceremonies. He felt the families liked the Graduation Ceremonies and overall it was great and very happy. He mentioned the Top Ten will take up a whole page in the newspaper when they run it. It's been delayed because the newspaper is trying to sell ads prior to running the Top Ten. The Lions Club will be paying for the whole page ad. Kathy is really pleased the WASC Visit is scheduled. Dave agreed, they'll be here in late September. Kathy asked about BUHS New Staffing. Dave is excited about Ryan Mills (New HSMS/BUHS Band Teacher) and Jordan Rose as his new Dean of Students. Kathy asked about Summer School enrollment. There will be about 88 students. Dr. Taylor Ludwick asked what the Dean of Students can do that the Assistant Principal did. Dave shared the Dean of Students can do everything except teacher evaluations. He's looking to see if he can sign off on IEP's without an Admin Credential. The Dean's day will be shorter without athletics. Katie told Dr. Taylor Ludwick that she could share the Dean of Students job description with him. Dave shared the student participation PBIS recognition, the students chose grading, and stayed and did the work. Each teacher named five students who put in the work, some of the kids were entered more than once, but not every teacher put names in. Dave wanted to echo Pat that kids are going to struggle, we need to get them into school when its safe for social and emotional needs. Trina asked how would he do that with staff. Dave shared everyone use google classroom the same way, one umbrella for instruction, just not a packet in front of them. Katie said this will be a thread in staff development days in August. Kathy thanked Dave.

**6.2 Katie Kolker, BUSD Superintendent**

**6.2.1 Summer School** – We have a green light, MOU with ICOE for K-12 Summer School Session. This year we are doing somethings new, TK Session, transportation – hitting 5 different parts of town. Most will have less than one mile to walk. Trina asked how many SS Teachers we have. Katie shared 18, normally 5. Trina asked if it was difficult to staff? Katie shared not really, she feels the teachers really missed being in the classroom with the kids and there's a \$3000 stipend for 15 days from the ICOE.

**6.2.2 Summer Meals Program** – Midge shared the meals have dropped to 292-300 from over 400. The novelty has worn off, but the families that are picking up are very appreciative and thanking the staff at the delivery sites. The delivery program has been extended to the end of September. We will be running Summer School and the Seamless Summer Feeding Program at the same time. For the students attending distance learning, we are currently trying to figure out to get them their meals. We really want them to have the option for a school meal. Katie thanked the Cafeteria staff.

**6.2.3 2020-2021 Outlook** – Katie shared how warming it is to have a staff so student centered and what a grateful environment we are in. We are hoping to have models for next school year that we can offer every family. Athletics have had more conversation regarding summer conditioning programs (not full contact). There is still daycare issue, maybe City of Bishop could work with us and provide daycare. Virginia asked if the lunches are only available to the students? Katie shared that all students and anyone under 18 years of age could pick up a meal. Meals will be available Monday-Friday at the school each day or on Mondays-Wednesdays-Fridays at the meal delivery locations.

Katie shared she will have a color coded scheduling model available on Thursday, there are multiple schedules offered, as we want to keep our kids in the BUSD School System. Dr. CMT asked if the model will be presented on Thursday. Katie shared yes, she is just waiting for feedback from Public Health.

**7.0 BOARD MEMBERS**

*This item is included to allow all Board members to report about various matters involving the District and/or to request any items for future agendas. There will be no Board discussion except to ask questions, and no action will be taken unless listed as a subsequent agenda item.*

**7.1 Next Special Board Meeting – June 18, 2020 at 6:30 pm  
Via Zoom Webinar/Teleconference**

Dr. Taylor Ludwick wasn't sure if everyone knew that Stacy Van Nest is wearing a new big sparkly hat. Stacy is the new 2020/2021 Drill Team/Color Guard Coach over at HSMS.

**8.0 CONSENT AGENDA**

*Items included on the consent agenda may be approved by a single vote of the Board; any items which warrant further discussion may be separated for discussion and/or approval.*

**8.1 Approval, Minutes of the Regular Board Meeting, May 21, 2020 (enclosure)**

**8.2 Approval, Minutes of the Special Board Meeting, June 8, 2020 (enclosure)**

**8.3 Approval, Dates for ESY (Special Education) Summer School Session, July 13 – August 7, 2020**

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- 8.4 Approval, First Year Probationary Contract, April Nichols, 100% FTE Resource Teacher at Bishop Union High School for the 2020-2021 school year. (Replacing Candice Tonseth)
- 8.5 Approval, First Year Probationary Contract, Joann Garbarini, 100%FTE, English Teacher at Bishop Union High School for the 2020-2021 school year
- 8.6 Approval, First Year Probationary Contract, Nicholas Stavros, 100%FTE Dual/3<sup>rd</sup> grade Teacher at Bishop Elementary School for the 2020-2021 school year (Replacing Wayne Linse)
- 8.7 Approval, First Year Probationary Contract, Jayme Everhart, 100%FTE, K-12 School Nurse (County Wide) at Bishop Unified School District for the 2020-2021 school year
- 8.8 Approval, First Year Probationary Contract, Michelle Howell, 100%FTE, TIER II Behavioral Counselor Bishop Unified School District for the 2020-2021 school year – Trina Orrill asked to table this item and talk about it in closed session
- 8.9 Approval, Second Year Probationary Contract, Jessica Rosen, 100%FTE, Math Teacher at Bishop Union High School for the 2020-2021 school year
- 8.10 Approval, Second Year Probationary Contract, Michael Salemi, 100%FTE, Dual/2<sup>nd</sup> Grade Teacher at Bishop Elementary School for the 2020-2021 school year
- 8.11 Approval, Second Year Probationary Contract, Crystal Martinez, 100%FTE, PE Teacher at Home Street Middle School for the 2020-2021 school year
- 8.12 Approval, Second Year Probationary Contract, Lynsey Schneider, 100% FTE Resource Teacher at Home Street Middle School for the 2020-2021 school year.
- 8.13 Approval, Second Year Probationary Contract, Ann Camacho, 100%FTE, English Teacher at Bishop Union High School for the 2020-2021 school year
- 8.14 Approval, Tenured Certificated Contract, Tracy Magan, 100%FTE, 5<sup>th</sup> Grade Teacher at Bishop Elementary School for the 2020-2021 school year
- 8.15 Approval, Tenured Certificated Contract, Kylee French, 100%FTE, Speech Language Pathologist (5<sup>th</sup> – 12<sup>th</sup> Grades) at Bishop Unified School District for the 2020-2021 school year
- 8.16 Approval, Tenured Certificated Contract, Adam Routt, 100%FTE, Resource Teacher at Home Street Middle School District for the 2020-2021 school year

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- 8.17 Approval, Tenured Certificated Contract, Jennifer Hargrove, 100%FTE, Community Day School Teacher at Bishop Elementary School District for the 2020-2021 school year
- 8.18 Approval, Tenured Certificated Contract, Carla Eckland, 100%FTE, 1<sup>st</sup> Teacher at Bishop Elementary School District for the 2020-2021 school year
- 8.19 Approval, Tenured Certificated Contract, Heidi Taylor, 100%FTE, Kindergarten Teacher at Bishop Elementary School District for the 2020-2021 school year
- 8.20 Approval, Tenured Certificated Contract, Nicole Manuelito, 100%FTE, Kindergarten Teacher at Bishop Elementary School District for the 2020-2021 school year
- 8.21 Approval, Tenured Certificated Contract, Jolie Glaser, 100%FTE, Science Teacher at Bishop Union High School for the 2020-2021 school year
- 8.22 Approval, Tenured Year Certificated Contract, Suzanne Honrath, 100%FTE, English Teacher at Bishop Union High School for the 2020-2021 school year
- 8.23 Approval, First Year Probationary Contract, Jordan Rose, 100%FTE, Dean of Students at Bishop Union High School for the 2020-2021 school year
- 8.24 Approval, 2020/2021 Inter-District Transfers  
(Confidential Documents in District Office)
- |                                                    |         |
|----------------------------------------------------|---------|
| Student ABO, 5 <sup>th</sup> grade / ESUSD to BUSD | renewal |
| Student ABP, 3 <sup>rd</sup> grade / ESUSD to BUSD | renewal |
| Student ABQ, Kindergarten / ESUSD to BUSD          | renewal |
| Student ABR, 4 <sup>th</sup> grade / ESUSD to BUSD | renewal |
| Student ABS, 2 <sup>nd</sup> grade / ESUSD to BUSD | renewal |
| Student ABT, 2 <sup>nd</sup> grade / ESUSD to BUSD | renewal |
| Student ABU, 3 <sup>rd</sup> grade / ESUSD to BUSD | renewal |
| Student ABV, Kindergarten / BPUSD to BUSD          | new     |
| Student ABW, 2 <sup>nd</sup> grade / BPUSD to BUSD | renewal |
| Student ABX, 9 <sup>th</sup> grade / BPUSD to BUSD | new     |
| Student ABY, 1 <sup>st</sup> grade / BUSD to RVESD | new     |
| Student ABZ, Kindergarten / BUSD to RVESD          | new     |
| Student ACA, Kindergarten / BUSD to RVESD          | new     |

**8.25 Approval and Ratification, Routine Personnel Matters**

Hires/Transfers/Offer of Employment 2019-2020

Cynthia Cox / Certificated Substitute / BUSD

Ryan Navales / Classified / Maint/Oper/Gnds/Trans / BUSD

Hires/Transfers/Offer of Employment 2020-2021

Joann Garbarini / Certificated / English Teacher / BUHS

Ryan Mills / Certificated / Band Teacher / HSMS – BUHS (replacing D. Daugherty)

Jordan Rose / Certificated / Transfer / HSMS Teacher to BUHS Dean of Students

Jayne Everhart / Certificated / K-12 School Nurse / BUSD (replaced C. Linnastruth)

April Nichols / Certificated / Resource Teacher / BUHS (replacing C. Tonseth)

Abby Sada / Certificated / Transfer / EL Coordinator to Dual 1<sup>st</sup> Grade Teacher  
(replacing Dallas Fredrick)

**8.26 Approval, Staff for Summer School and Summer Tutor Sessions**

Susie Dillard / BES / TK-K

Kim Kost / BES / 1<sup>st</sup> Grade

Dustin Ryan / BES / 2<sup>nd</sup> Grade

Deb Leyh / BES / 3<sup>rd</sup> Grade

Breanne Leeson / BES / 4<sup>th</sup> Grade

Tiffany Randall / BES / 5<sup>th</sup> Grade

Joslyn Hernandez / HSMS (Summer Tutor Session)

Jennifer Batcheller / HSMS (Summer Tutor Session)

Beth Usher / HSMS (Summer Tutor Session)

Candice Tonseth / HSMS (Summer Tutor Session)

Angela Scott / BUHS-English (2)

Corinne Quintana / BUHS – English (2) and Coordinator

Tami Matteson / BUHS (Multiple Subjects) (1-2)

Demetria Gianopoulos / BUHS – Math (1)

Jolie Glaser / BUHS – Math (1)

Tom Woods / BUHS – World History/US History (2)

**8.27 Approval, Staff for Extended Year School (Special Day Class)**

Alice Bruck

Elisabeth Gianopoulos

**8.28 Approval, Job Description, TIER II Behavioral School Counselor, Certificated Position (enclosure)**

**8.29 Approval, Job Description, Dean of Students, Certificated Position (enclosure)**

**8.30 Approval, BUHS Fall Coaching Staff (enclosure)**

**8.31 Approval, Administrative Certificated Contracts for 2020-2021**

- 8.31.1 Gretchen Skrotzki / Principal / Bishop Elementary School
- 8.31.2 Garrett Carr / Assistant Principal / Bishop Elementary School
- 8.31.3 Derek Moisant / Principal / Home Street Middle School
- 8.31.4 Danielle Grate / Assistant Principal / Home Street Middle School
- 8.31.5 David Kalk / Principal / Bishop Union High School
- 8.31.6 Patrick Twomey, Alternative Education Principal – Palisade Glacier High School, Keith Bright School and Bishop Independent Study

**8.32 Approval, Salary Schedule for the Dean of Students (enclosure)**

**ACTION:** A motion to approve the Consent Agenda (except item 8.8 was tabled to closed session, per Trina Orrill) was made by Trina Orrill, seconded by Virginia Figueroa. None opposed, no abstentions and the motion carried by 5-0

**9.0 ACTION/DISCUSSION ITEMS**

**9.1 Discussion/Approval, Proposed Budget for 2020-2021 School Year (enclosure)**

**ACTION:** A motion to approve was made by Trina Orrill, seconded by Dr. Taylor Ludwick. None opposed, no abstentions and the motion carried by 5-0

**9.2 Approval, PINCO representatives, Robert Nielsen and Rochelle Young for BUSD for the 2020-2021 school year (enclosure)**

**ACTION:** A motion to approve was made by Dr. Claudia Moya-Tanner, seconded by Dr. Taylor Ludwick. None opposed, no abstentions and the motion carried by 5-0

**9.3 Discussion/Approval, MOU Between Humboldt State University and BUSD, Student Teaching, Observation or Field Work (enclosure)**

**ACTION:** A motion to approve was made by Virginia Figueroa, seconded by Dr. Claudia Moya-Tanner. None opposed, no abstentions and the motion carried by 5-0

**9.4 Discussion/Approval, MOU Between Inyo County Office of Education and BUSD, for the 2020 Summer School Session (enclosure) – The Board is appreciative to ICOE for doing this.**

**ACTION:** A motion to approve was made by Trina Orrill, seconded by Dr. Claudia Moya-Tanner. None opposed, no abstentions and the motion carried by 5-0

**9.5 Discussion/Approval, COVID-19 Operations Written Report for BUSD Local Control Accountability Plan (enclosure)**

**ACTION:** A motion to approve was made by Dr. Claudia Moya-Tanner, seconded by Virginia Figueroa. None opposed, no abstentions and the motion carried by 5-0

**9.6 Discussion/Approval, Order of Election for Two Board Members, November 3, 2020.**

**ACTION:** A motion to approve was made by Trina Orrill, seconded by Dr. Claudia Moya-Tanner. None opposed, no abstentions and the motion carried by 5-0



**10.0 CLOSED SESSION**

10.1 Conference with District Labor Negotiator (Government Code Section 54957.6) Bishop Unified School District's Teachers' Association (CTA/BTA) and Bishop Unified School District's Classified Bargaining Unit (CSEA) District Negotiator: Katie Kolker, Superintendent.

10.2 Personnel Matters (Government Code 54957)

10.2.1 Request from classified staff member for an unpaid leave of absence from August 10, 2020 to November 6, 2020 (enclosure)

**11.0 RECONVENE TO OPEN SESSION**

11.1 Report out of closed session

**ACTION:** A motion to approve item 8.8 was made by Trina Orrill, seconded by Dr. Claudia Moya-Tanner. None opposed, no abstentions and the motion carried by 5-0

**ACTION:** A motion to approve item 10.2.1 was made by Dr. Taylor Ludwick, seconded by Dr. Taylor Ludwick. None opposed, no abstentions and the motion carried by 5-0

**12.0 ADJOURNMENT – 8:07 PM**

\_\_\_\_\_  
Kathryn Zack, President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Virginia Figueroa, Clerk

\_\_\_\_\_  
Date

Respectfully Submitted by:  
Marnie Casteel  
BUSD Administrative Assistant

# **Bishop Unified School District**

## **SCHOOL BOARD RESPONSIBILITIES**

- 1. Set Direction**
- 2. Establish the Structure**
- 3. Demonstrate Support**
- 4. Ensure Accountability**
- 5. Demonstrate Community Leadership**

## **Mission Statement**

The Bishop Unified School Governance Team, as representatives of our community, is committed to providing the best education to all students ensuring they reach their full potential.

### **Governance Team Priorities 2019-2020**

- 1. Raise academic performance levels K-12 and maintain a balanced curriculum**
- 2. Support and monitor annual academic growth through regular review of LCAP metric, assessment and California School Dashboard data**
- 3. Ensure positive student engagement, morale and school connectedness**
- 4. Provide safe and secure campuses**
- 5. Recruit, retain and value a dedicated teaching staff**
- 6. Maintain fiscal solvency**

## **Addressing the Board**

There are many different ways individuals may choose to address the Board. Those who wish to request an agenda item may do so by submitting the request in writing, along with supporting documents and information, to the Superintendent at least eight school days prior to a scheduled meeting date. Those wishing to address items on the agenda may do so when recognized by the Board President near the beginning of the meeting or when the President requests public comments when the item is being considered. For matters not on the agenda, there is an opportunity for individuals to address the Board when the Board President requests comments from the public near the beginning of the meeting. The Board shall not take action on such items at that meeting.