

# **Pacific Elementary School District**

Board of Trustees Meeting  
**Thursday, March 16, 2017 @ 4:00 PM**  
Pacific Elementary School, Davenport, CA

## **Pacific School Mission Statement**

Pacific School's mission is to prepare children for life through experiential learning that addresses the needs of the whole child. We create a safe and secure school environment that promotes social and academic growth and develops an enthusiasm for learning, a positive self-image, and cross-cultural understanding.

All persons are encouraged to attend and, where appropriate, to participate in, meetings of the Pacific School Board of Trustees. Persons wishing to address the Board are asked to state their names for the record. Consideration of all matters is conducted in open session except for those relating to litigation, personnel, and employee negotiations, which, by law, may be considered in executive (closed) session.

Meeting facilities are accessible to persons with disabilities. By request, alternative agenda document formats are available to persons with disabilities. To arrange an alternative agenda document format or to arrange aid or services to modify or accommodate persons with a disability to participate in a public meeting, please provide a written request to: Eric Gross, Superintendent/Principal at the Pacific School District Office at least three working days prior to any public meeting.

## **Board Meeting Minutes**

### **1. OPENING PROCEDURES FOR OPEN SESSION**

1.1. Call to Order - 4:05 p.m.

1.2. Roll Call & Establishment of Quorum

1.2.1. Gwyan Rhabyt, Board President - Absent

1.2.2. Don Croll, Board Trustee - Present

1.2.3. Leanne Salandro, Board Trustee – Present

Others present: Mr. Eric Gross, Ms. Elizabeth Andrews

1.3. Approval of the agenda for March 16<sup>th</sup>, 2017

1.3.1. Agenda deletions, additions, or changes of sequence

Approved with no changes. Mr. Croll moved, Ms. Salandro seconded, 2 in favor, 0 opposed, 0 abstentions, 1 absence.

### **2. PUBLIC COMMENTS**

2.1. For items not on the agenda, this is an opportunity for the public to address the board directly related to school business. The Board President may allot time to those wishing to speak, but no action will be taken on matters presented (EC §35145.5).

2.2. For items on the agenda, the public will have the opportunity to speak at the time the agenda item is discussed. Please address the Board President.

### **3. REPORTS**

### 3.1. Superintendent Report

The school finally has a credit card again.

Mr. Gross attended a SELPA meeting. Despite recent structural changes, the SELPA still is operating at about a \$100,000 per year structural deficit, and has reserves to cover only about three more years.

Mr. Gross reported about recent school events, including tree planting, fire inspection, parent-teacher conferences, etc.

On the next agenda the Board will consider a slight increase in taxes for construction projects, as we are not currently charging the maximum.

There was a preschool open house last night, which was well-attended and very successful.

### 3.2. Board Member Reports

Mr. Croll reported that there is a proposal coming up about restructuring fire districts. The school may want to weigh in on this proposal.

### 3.3. School Site Council Report

School Site Council met and discussed prop 39 projects, the school master plan, and approved the SARC report.

### 3.4. Parents Club Report

Parents' Club met and discussed the play and coordinating fundraising efforts between various groups of Pacific School stakeholders. There was some discussion about how to improve communication between groups and improve fundraising effectiveness.

4. **CONSENT AGENDA:** These matters may be passed by one roll call motion. Board Members may remove items from the agenda for a separate discussion and vote.

4.1. Approval of Minutes of the Board Meetings on February 16<sup>th</sup>, 2017

4.2. Approval of Warrant Registers

4.3. Facilities Inspection Tool (FIT) 2017 Report

4.4. Williams Complaint Reports

4.5. Wellness Plan

Approved with no changes. Mr. Croll moved, Ms. Salandro seconded, 2 in favor, 0 opposed, 0 abstentions, 1 absence.

## 5. PUBLIC HEARINGS

5.1. None

## 6. BOARD RESOLUTIONS

6.1. Resolution 2017-17 Approval of District Representative to Joint Powers

Authority

Approved. Ms. Salandro voted yes. Mr. Croll voted yes. Mr. Rhabyt was absent.

**7. ITEMS TO BE TRANSACTED AND/OR DISCUSSED**

7.1. Approval of Board Policies, Administrative Regulations, Board Bylaws, & Exhibits

- 7.1.1. BP 1100 Communication With The Public
- 7.1.2. BP 1113 District And School Web Sites
- 7.1.3. BP & AR 1114 District-Sponsored Social Media
- 7.1.4. BP 1150 Commendations And Awards
- 7.1.5. BP 1160 Political Processes
- 7.1.6. BP & AR 1230 School-Connected Organizations
- 7.1.7. BP 3110 Transfer of Funds
- 7.1.8. BP 3280 Sale Or Lease Of District–Owned Property
- 7.1.9. BP & AR 3320 Claims And Actions Against The District
- 7.1.10. BP 3350 Travel Expenses
- 7.1.11. BP 3460 Financial Reports And Accountability
- 7.1.12. BP 3511.1 Integrated Waste Management
- 7.1.13. BP 3514.1 Hazardous Substances
- 7.1.14. BP 3516.5 Emergency Schedules
- 7.1.15. BP 3541.2 Transportation For Students With Disabilities
- 7.1.16. BP 3551 Food Service Operations/Cafeteria Fund
- 7.1.17. BP 3580 District Records

There was discussion of the following:

BP 1100: There is an optional comprehensive communication plan. Mr. Gross recommended deleting this section.

Mr. Gross' recommendation was approved. Mr. Croll moved, Ms. Salandro seconded, 2 in favor, 0 opposed, 0 abstentions, 1 absence.

BP 3350: Mr. Gross recommended adopting the flat per diem rate, rather than reimbursement based on receipts. Mr. Croll recommended using the US Government Services Administration's Per Diem Rates for the appropriate area of travel.

Approved the recommendations above. Mr. Croll moved, Ms. Salandro seconded, 2 in favor, 0 opposed, 0 abstentions, 1 absence.

BP 3551: Ms. Andrews recommended option 2 as being in line with current practice.

Approved the recommendations above. Mr. Croll moved, Ms. Salandro seconded, 2 in favor, 0 opposed, 0 abstentions, 1 absence.

All remaining BPs and AR: Mr. Gross recommended adopting as is.

Approved with no changes all remaining BPs and AR. Mr. Croll moved, Ms. Salandro seconded, 2 in favor, 0 opposed, 0 abstentions, 1 absence.

#### 7.2. Withdrawal of Board Policies, Administrative Regulations, Board Bylaws, & Exhibits

7.2.1. BP 3314.2 Revolving Funds

7.2.2. AR 3541.2 Transportation For Students With Disabilities

Approved with no changes. Mr. Croll moved, Ms. Salandro seconded, 2 in favor, 0 opposed, 0 abstentions, 1 absence.

#### 7.3. Budget – Staff will present on the second interim budget and multi-year projections

Ms. Andrews discussed the second interim budget.

Approved with no changes. Mr. Croll moved, Ms. Salandro seconded, 2 in favor, 0 opposed, 0 abstentions, 1 absence.

There was some discussion of ways to restructure the music program to improve student music learning at all ages at a lower cost. Direction was given to the superintendent to move continue investigating possible changes.

There was discussion about possible budget cuts, continued from the previous meeting. The Board directed the superintendent to continue to explore cutting the admin coach, replacing the DTS forms, eliminating the IS aide, cutting benefits for staff working less than 0.8 FTE, eliminating aide time for table setting, raising prices of lunch, exploring with the Food Services Director the best way to balance the cafeteria budget, extending the after care hours and raising prices slightly, reducing teacher supply budgets and field trip budgets, raising chorus fees, reducing rec staff prep hours and/or raising rec fees and/or enriching the rec program, finding an inexpensive language arts program.

#### 7.4. District Goals

The Board reviewed sample goals from a neighboring district and directed the Superintendent to modify them to suit Pacific ESD and return the proposed goals for possible adoption at the next regularly scheduled meeting.

#### 7.5. Board Self-Evaluation

The board reviewed a sample self-evaluation tool and decided to bring the completed tool back to the next regularly scheduled meeting.

#### 7.6. Superintendent Evaluation

The Board discussed the importance of completing the Superintendent's evaluation in a

timely manner, but acknowledged that it should set district goals prior to evaluating the Superintendent's success in implementing those goals.

## **8. SCHEDULE OF COMING EVENTS**

8.1. Next Regular Board Meeting: April 20<sup>th</sup>, 2017

## **9. CLOSED SESSION**

There was no closed session.

## **10. REPORT OF ACTIONS TAKEN IN CLOSED SESSION**

Nothing to report due to not meeting in closed session.

## **11. ADJOURNMENT**

The meeting was adjourned at 7:30PM.

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The board book for this meeting, including this agenda and any back-up materials, may be viewed or downloaded online: <http://www.pacificesd.org/governance.html> or may be viewed at the school: 50 Ocean St. Davenport CA 95017.

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