

**PACIFIC SCHOOL DISTRICT**  
**BOARD OF TRUSTEES MEETING MINUTES**  
**Thursday, June 16, 2016 @ 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.

PLEASE NOTE: 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, Roll Call, Establishment of Quorum 4:30 p.m.

1.1.1. Trustee Gwyn Rhabyt, Board President - present

1.1.2. Trustee Don Croll, Board Trustee - absent

1.1.3. Trustee Roger Knapp, Board Trustee – present via phone

Others present: Superintendent Eric Gross, Ms. Elizabeth Andrews

1.2. Approval of the agenda for June 16<sup>th</sup>, 2016

1.2.1. Agenda deletions, additions, or changes of sequence

Approved. Trustee Rhabyt moved, Trustee Knapp 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.

None.

### **3. REPORTS**

#### 3.1. Superintendent's Report

School year ended. We have about \$2784 in uncollected bills, of which we expected to collect about \$800, and assume the remainder is uncollectable. Retired Administrative Assistant Ms. Noel Bock reports that in previous years it was typically about \$5,000, so this is better than average.

The pod has been picked up, so that expense will be eliminated next year. There's a work party next Saturday to address the sprinkler system.

All but two teachers are signed out and gone and the office has one more week.

#### 3.2. Board Member Reports

Trustee Rhabyt: Graduation was nice.

#### 3.3. School Site Council Report

Final meeting happened a couple of weeks ago, discussed LCAP, parent survey, tech plan.

#### 3.4. Parents' Club Report

Taste of Davenport made about \$8,000. Parents' club is now about \$14,000 in the red for 2015-16 (drawing on their endowment).

#### 3.5. Citizen Oversight Committee Report

Will meet next school year after all the bills have come in.

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 Regular Board Meeting on May 19<sup>th</sup> 2016

4.2. Approval of Warrant Register

4.3. Approve the 2016-17 Consolidated Application for Categorical Funding

4.4. Approve 2016-17 Certificate of Assurances

4.5. Approve the 2016-17 Protected Prayer Certification

4.6. Local Contract for Child Development Services – approve contract with State of California to provide Child Development Program

Approved as presented. Trustee Rhabyt moved, Trustee Knapp seconded, 2 in favor, 0 opposed, 0 abstentions, 1 absence.

### **5. PUBLIC HEARING**

#### **5.1. Local Control and Accountability Plan**

No public comments

#### **5.2. 2016-17 Budget**

Ms. Elizabeth Andrews expressed her relief that the budget is more or less balanced without major cuts.

#### **5.3. Education Protection Account**

No public comments

#### **5.4. Reserves Over Minimum**

Ms. Elizabeth Andrews expressed her desire to have high levels of school reserves to ensure funding and program stability.

### **6. BOARD RESOLUTIONS**

#### **6.1. Resolution #2016-16 Authorization to Designate Personnel to sign preschool contract documents**

Approved as presented. Trustee Rhabyt moved, Trustee Knapp seconded, 2 in favor, 0 opposed, 0 abstentions, 1 absence.

#### **6.2. Resolution #2016-17 Education Protection Account**

Approved as presented. Trustee Rhabyt moved, Trustee Knapp seconded, 2 in favor, 0 opposed, 0 abstentions, 1 absence.

#### **6.3. Resolution #2016-18 Statement of Reasons for Reserves Over Minimum**

Approved (with one typo corrected). Trustee Rhabyt moved, Trustee Knapp seconded, 2 in favor, 0 opposed, 0 abstentions, 1 absence.

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

#### **7.1. Renew contract of Superintendent/Principal, with annual salary adjustment**

The Board discussed continuing the contract with Superintendent Gross's superintendent coach for 9 months at \$450 per month in 2016-17. Trustee Rhabyt and Trustee Knapp agreed that Superintendent Gross is doing a good job and deserves the 2.5% salary increase (to \$110,188). The revised contract was approved. Trustee Rhabyt moved, Trustee Knapp seconded, 2 in favor, 0 opposed, 0 abstentions, 1 absence.

#### **7.2. Consolidated Application**

Approved as presented. Trustee Rhabyt moved, Trustee Knapp seconded, 2 in favor, 0 opposed, 0 abstentions, 1 absence.

#### **7.3. Facilities – Staff will report on various facilities needs and projects**

##### **7.3.1. Construction Update. Review of progress on the Measure M Bond projects and discussion of next steps and timeline.**

Superintendent Gross met with the leads on the construction project. The locks need improvement. There's a temporary electrical line that needs to come down. The folding wall is now in place and requires a special tool to operate which should not be lost. The fire alarm system is still buggy and they are still working on it. In addition, including the old IS portable in the new fire alarm system was left out of the plans and could cost us an additional \$5,000 to fix. It's not clear who made this mistake. DSA approval is just waiting for the fire alarm system.

Mr. Ralph Le Roux of MADI is moving forward with the application for state construction bond money. We are also getting bids on fixing the roof leak (regardless of bond money) before the next rainy season.

The last item we need to become a certified green business is new low-flow plumbing

fixtures. This is temporarily on hold as we are waiting for bids.

#### 7.4. Local Control & Accountability Plan – Discuss LCAP

There are 8 goals (down from 10) which correspond to the 8 priority areas from the state. The process involved bringing the LCAP up for discussion at a faculty meeting and a site council meeting.

We didn't do very well meeting our goals for this year due to changing principals. Some goals were accomplished but not measured.

Trustee Rhabyt noted a few typos in the latest draft, which Superintendent Gross fixed.

Goals for next year. Superintendent Gross tentatively included a 2% raise for certificated in the LCAP. We currently pay significantly less than every other district in the area. We need a new phone system, which is included under facilities. The "Broad course of study" goal fits well with the mission and programs of Pacific. Superintendent Gross would like to have money available for translating written materials into Spanish to improve parent involvement. We are going to work to improve attendance. Superintendent Gross wants to work on creating a better school climate such that fewer discipline problems happen in the first place. Superintendent Gross has created a spreadsheet of discipline referrals to the office from January-June of this year. Our CELDT scores were disappointing. We need to focus more on English language development. Superintendent Gross plans to implement trainings.

Trustee Rhabyt is generally fine with the LCAP as drafted. Trustee Knapp appreciated the fact that it seems simpler than the previous LCAP.

Superintendent Gross noted that different districts have taken different approaches to writing their LCAP. It is possible to amend the LCAP at any point in the school year.

#### 7.5. Budget

##### 7.5.1. 2016-17 Budget

Ms. Andrews went over some of the bigger changes and issues in the budget. 2% increase in certificated staff salaries. Increase from \$10,000 to \$20,000 in deferred maintenance. Take back from parents' club the cost of the 5<sup>th</sup>-6<sup>th</sup> aide. Cafeteria/FoodLab budget is still being fairly heavily subsidized by fund 1.

##### 7.5.2. 2016-17 Budget Adoption Reserves

#### 7.6. Board Policy and Administrative Regulation updates

7.6.1. BP 5145.6 & Exhibit: Parental Notifications

7.6.2. BP & AR 0240 School Plans/Site Councils

7.6.3. BP & AR 0420.4 Charter School Authorization

7.6.4. BP & AR 0440 District Technology Plan

7.6.5. BP 0200 Goals for the School District

7.6.6. BP 0410 Nondiscrimination in District Programs and Activities

7.6.7. BP 0450 Comprehensive Safety Plan

7.6.8. BP 0500 Accountability

Approved collectively as presented. Trustee Rhabyt moved, Trustee Knapp seconded, 2 in favor, 0 opposed, 0 abstentions, 1 absence.

**8. SCHEDULE OF COMING EVENTS**

8.1.Next Special Board Meeting: June 22<sup>nd</sup>, 2016

8.2.Next Regular Board Meeting: August 18<sup>th</sup>, 2016

**9. CLOSED SESSION**

9.1.Certificated/Classified/Management Leaves, Retirements, Resignations, & Appointments

9.1.1. Accept resignation

The Board accepted the resignation of Ms. Kelsey Ball.

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

**11. ADJOURNMENT 6:15 p.m.**

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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.

**Public Participation:** All persons are encouraged to attend and, when appropriate, to participate in meetings of the Pacific Board of Education. If you wish to speak to an item on the agenda, please be present at the beginning of the meeting as any item, upon motion, may be moved to the beginning of the agenda. Consideration of all matters is conducted in open session except those relating to litigation, personnel and employee negotiations, which, by law, may be considered in closed session.

**Translation Requests:** Spanish language translation is available on an as-needed basis.

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