

**AGENDA**  
**BOARD OF TRUSTEES**  
**ARCATA SCHOOL DISTRICT**  
**REGULAR MEETING**

**Monday, December 10, 2018**

**Closed Session: 5:30 p.m. - Open Session: 6:30 p.m.**

Arcata Elementary School Multipurpose Room  
2400 Baldwin Street, Arcata, CA 95521

**1.0 CALL TO ORDER - 5:30 pm**

**2.0 CLOSED SESSION**

**2.1 Announcement of Closed Session Items**

**2.2 Public Comment - Closed Session Agenda**

**2.3 Closed Session Items:**

**2.3.1 PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov. Code 54957)**  
Superintendent

**2.3.2 CONFERENCE WITH LABOR NEGOTIATORS (Gov. Code 54957.6)**  
*Name of Agency Designated Representative:* Superintendent Luke Biesecker  
*Name of Employee Organization:* Arcata Elementary Teachers' Association (AETA)

**2.3.3 CONFERENCE WITH LABOR NEGOTIATORS (Gov. Code 54957.6)**  
*Name of Agency Designated Representative:* Superintendent Luke Biesecker  
*Name of Employee Organization:* California State Employees Association (CSEA)

**3.0 OPEN SESSION - 6:30 pm**

**4.0 REPORT FROM CLOSED SESSION**

**5.0 PUBLIC COMMENT**

*Members of the public may address the Board concerning any item of interest within the subject matter jurisdiction of the Board. No discussion or action shall be taken on any item not appearing on the Agenda. Each person will be allowed up to three (3) minutes per item. The Board shall limit the total time for public input on each item to twenty minutes.*

**6.0 APPROVAL OF AGENDA**

*The Board of Trustees reserves the right to change the order in which agenda items are discussed and/or acted upon at this meeting. Subject to further action by the Board, this meeting will proceed as provided in this agenda. Items may be added to this agenda for discussion or action only as permitted by law.*

**7.0 CONSENT CALENDAR**

*Items listed under the Consent Agenda are considered to be routine and are acted on by the Board of Trustees in one motion. There is no discussion of these items before the Board vote unless a member of the Board, staff, or public requests specific items be discussed and/or removed from the Consent Agenda. It is understood*

that the Administration recommends approval on all Consent Items. Each item on the Consent Agenda approved by the members of the Governing Board shall be deemed to have been considered in full and adopted as recommended.

- 7.1 Approval of Minutes
  - 7.1.1 November 5, 2018 - Regular Board Meeting
  - 7.1.2 November 17, 2018 - Special Board Meeting
- 7.2 Approval of Warrants
- 7.3 Approval of New Classified Management Employee
  - 7.3.1 Matthew Rizkowsky (Director of Technology)

## **8.0 DEFERRED CONSENT ITEMS**

## **9.0 LEADERSHIP TEAM REPORTS**

- 9.1 Principals' Reports
  - 9.1.1 Arcata Elementary School - Victoria Parker
  - 9.1.2 Sunny Brae Middle School - Becky MacQuarrie
- 9.2 Director Reports
  - 9.2.1 Extended Day Program & Pre-School - Brian Lovell - *no report submitted*
  - 9.2.2 Family Resource Center - Laura Estetter - *no report submitted*
  - 9.2.3 Food Service Director - Brenda Turner
  - 9.2.4 Maintenance, Operations, & Transportation - Carol Grimes - *no report submitted*
  - 9.2.5 Technology Coordinator's - Greg Ennes - *no report submitted*
  - 9.2.6 Coastal Grove Charter School - Bettina Eipper
  - 9.2.7 Fuente Nueva Charter School - Beth Wylie
  - 9.2.8 Redwood Coast Montessori School - Bryan Little
  - 9.2.9 Union Street Charter School - Rea Erickson
- 9.3 AETA Leadership Report - *no report submitted*
- 9.4 CSEA Leadership Report - Colette Aitken

## **10.0 INFORMATION/DISCUSSION ITEMS**

- 10.1 2017/18 Parcel Tax Report and 2018/19 Confirmation Summary of Assessment Total - Travis West

## **11.0 ITEMS FOR REPORT, DISCUSSION, AND POSSIBLE ACTION**

- 11.1 Approval of Jet DeKruise's participation on the Humboldt-Del Norte Community Advisory Committee for the Special Education Local Plan Area (SELPA)
- 11.2 Certification of First Interim Report - Travis West
- 11.3 Second Reading of Board Policies - Luke Biesecker
- 11.4 Meal Collection/Clerk Procedures - Luke Biesecker
- 11.5 Annual Board Organizational Meeting
  - 11.5.1 Election of Officers (President and Clerk)
  - 11.5.2 Set Meeting Calendar for 2019/2020
  - 11.5.3 Selection of Board member to County Committee on School District Organization
- 11.6 Form 700 Requirements for New Officers and Annual Filing - Jen DaParma
- 11.7 General Obligation Bond Update - Luke Biesecker
- 11.8 Summer Assistance Program - Luke Biesecker
- 11.9 Board of Governance Handbook (Draft 2) - Luke Biesecker

## **12.0 SUPERINTENDENT'S REPORT**

## **13.0 REPORTS FROM MEMBERS OF THE GOVERNING BOARD**

## 14.0 FUTURE AGENDA ITEMS

14.1 School Accountability Report Card (SARC)

14.2 Single Plan for Student Achievement (SPSA)

## 15.0 ADJOURNMENT

### **UPCOMING BOARD OF TRUSTEES MEETING:**

**Board of Trustees Regular Board Meeting Date:** Monday, January 14, 2019

- **Closed Session:** 5:30 pm (Sunny Brae Middle School Multipurpose Room)
- **Open Session:** 6:30 pm. (Sunny Brae Middle School Multipurpose Room)
- *All are welcome to attend and provide input.*

### **Accessibility Accommodations**

If you require assistance to access the Board meeting room or to otherwise participate at this meeting, including auxiliary aids or services, please contact Jen DaParma at (707) 822-0351, extension 4. You are encouraged to provide as much advance notice as possible to better enable the Arcata School District to meet your accessibility needs in accordance with applicable law.

### **Public Records**

In accordance with Government Code section 54957.5 and the Public Records Act, public records that are distributed to a majority of the Board of Trustees concerning the open session agenda will be made available upon request. Such records distributed less than 72 hours prior to a regular meeting are available for inspection at the Arcata School District office at 1435 Buttermilk Lane in Sunny Brae.

### **Agenda Posting and Public Record Distribution/Inspection Requirements**

1. A regular meeting agenda must be posted 72 hours prior to the commencement of the meeting in a location freely accessible to the public. (If posted in a glass case, each page must be visible in full.) (Gov. Code 54954.2(a)(1))
2. After January 1, 2019, the agenda must be posted online on the District's primary internet website at least 72 hours prior to the commencement of the meeting. (Gov. Code 54954.2(a)(2))
3. A copy of the agenda and any other writings, except items excluded from disclosure under the Public Records Act (Gov. Code 6254), must be available to members of the public upon request without delay. (Gov. Code 54957.5(a)) The notice above is required by Government Code section 54957.5(b)(2) to direct interested persons to the correct staff/location. The writings also may be posted on the District website in a position and manner that makes it clear that they relate to an agenda item for an upcoming meeting.
4. If such writings are distributed to the Board *less than 72 hours prior to the meeting*, the writings must be made available for public inspection at the time the writing is distributed to all, or a majority of all, of the members of the Board. (Gov. Code 54957.5(b)(1-2))
5. If such writings are distributed *during a public meeting*, they must be available for public inspection at the meeting if prepared by the District or a Trustee, or after a meeting if prepared by some other person. (Gov. Code 54957.5(c))
6. Distinguish documents finally approved in closed session. Documents finally approved in closed session must be made available at the time the closed session ends to any person present at the meeting who has made a "standing request" for all documents as part of a request for notice of meetings pursuant to Government Code section 54954.1 or 54956, and to other persons on the next business day following the meeting. (Gov. Code 54957.1(b)-(c))