



BIG PINE UNIFIED SCHOOL DISTRICT BOARD OF TRUSTEES
MINUTES of the Reschedule Regular Meeting
Wednesday, August 14, 2019

A. OPENING BUSINESS

1. Call Open Session to Order – Marilyn Mann, Acting Board President, called the Regular meeting of the Big Pine Unified School District Board of Trustees to order at 6:02 PM. The meeting was held in the Superintendent’s Conference Room of Big Pine High School. Notice of the meeting was published, posted and/or e-mailed in a timely manner.
2. Roll Call – **Board Members** present: Marilyn Mann, Vice President; Yolanda Cortez and Carrol Hambleton. Board Members absent: Denelle Carrington, Board President, and Sandra Lund. Roll call was taken and a quorum was satisfied to hold a meeting. **Staff** present: Pamela Jones, Superintendent; Ed Dardenne-Ankringa, Principal; Terri Parks, Administrative Assistant; and Jana Tillemans, Lead Food Service. **Visitors:** Damon Carrington, Carroll Hambleton, Kerry Koontz, Cheryl Andreas, Knee Andreas, Paul Huetten, and five (5) Big Pine School students.
3. Pledge of Allegiance was said at 6:04 PM.

Sandra Lund, Board Member, arrived at the meeting at 6:05 P.M.

4. Adopt Agenda

There was a request to remove Item 4 C.

Carrol Hambleton moved and Yolanda seconded the motion to adopt the agenda with Item 4 C removed. The motion passed with the vote as follows: Denelle Carrington – Absent; Marilyn Mann – Aye; Yolanda Cortez – Aye; Carrol Hambleton – Aye; Sandra Lund – Aye.

5. Identify Closed Session Topics of Discussion – Acting President Mann identified the Closed Session topics.

B. PUBLIC

Marilyn Mann, Acting President, presented Jana Tillemans with a plaque of appreciation for her 9 years of dedicated service to Big Pine Schools.

Damon Carrington gave his comments on the Warrior Head in the gymnasium and a possible EMT class.

Cheryl Andreas gave her comments on the Warrior Head in the gymnasium.

Paul Huetten gave his comments on the Warrior Head in the gymnasium.

C. CONSENT AGENDA

1. Approval, Minutes of June 3, 2019 LCAP and Budget Hearing Meeting
2. Approval, Minutes of June 11, 2019 Regular Meeting
3. Approval, Routine Payment of Monthly Bills/Warrants
4. Approval, 45-Day Budget Revisions
5. Approval, Quarterly Uniform Complaint Report Summary

Sandra Lund moved and Yolanda Cortez seconded the motion to approve the Consent Agenda Items as presented. The motion passed with the vote as follows: Denelle Carrington – Absent; Marilyn Mann – Aye; Yolanda Cortez – Aye; Carrol Hambleton – Aye; Sandra Lund – Aye.

D. REPORTS

1. ASB Report and Account Balances – none
2. Superintendent's Report – Superintendent Jones waived her report.
3. Principal's Report – Principal Dardenne-Ankringa stated that the summer deep cleaning is finished; the teachers are meeting with the School Designer this week; all staff employees will be back Friday; and new curriculum will be utilized this year.
4. BPEA Report – None
5. CSEA Report – Carol Mason thanked the Board for the negotiations and all classified staff are happy to be back for another year.
6. Class Counts – No discussion

E. DISCUSSION/POSSIBLE ACTION ITEMS

1. Governance

- a. First Reading and Adoption of Board policies from CSBA, July, 2019 Policy Updates – Superintendent Jones highlighted recommended CSBA changes.

Sandra Lund moved and Yolanda Cortez seconded the motion to waive the second reading and approve the above policy changes as printed. The motion passed with the vote as follows: Denelle Carrington – Absent; Marilyn Mann – Aye; Yolanda Cortez – Aye; Carrol Hambleton – Aye; Sandra Lund – Aye.

2. Financial

- a. Discussion/Approval – 2018-19 Final Education Protection Account – Superintendent Jones explained that this tax money started in 2012 and required restricted spending of the funds and reporting annually. Big Pine uses these funds on instruction, teacher salaries.
- b. Discussion/Approval – 2019-20 Estimated Education Protection Account

Carrol Hambleton moved and Yolanda Cortez seconded the motion to approve items E 2 a and b as presented. The motion passed with the vote as follows: Denelle Carrington – Absent; Marilyn Mann – Aye; Yolanda Cortez – Aye; Carrol Hambleton – Aye; Sandra Lund – Aye.

- c. Discussion/Approval – Salary Schedules – Superintendent Jones stated that these schedules reflect negotiated salaries.
 - 1) 2020-2021
 - i) Certificated
 - ii) Classified
 - iii) Confidential Management

Sandra Lund moved and Carrol Hambleton seconded the moved to approve the 2020-2021 salary schedules. The motion passed with the vote as follows: Denelle Carrington – Absent; Marilyn Mann – Aye; Yolanda Cortez – Aye; Carrol Hambleton – Aye; Sandra Lund – Aye.

3. Curriculum/Instruction

- a. Discussion/Approval – Adoption of new Science Curriculum – Superintendent Jones stated that there was a Public Hearing on June 11, 2019, the curriculum has been available since June and no one has requested to see or hear about the proposed curriculum.
 - i. Science Curriculum, Amplify K-8
 - ii. Science Curriculum, Discovery 9-12

Carrol Hambleton moved and Yolanda Cortez seconded the motion to approve the above curriculum. The motion passed with the vote as follows: Denelle Carrington – Absent; Marilyn Mann – Aye; Yolanda Cortez – Aye; Carrol Hambleton – Aye; Sandra Lund – Aye.

- b. Discussion/Approval – EL Education Data Sharing Agreement (enclosure) – Superintendent Jones stated that this agreement is attached with this year's EL Education agreement.

After a brief discussion period, this item was tabled to the next meeting.

4. Facilities

- a. Discussion/Approval – Maintenance Project List Update – Kudos to the maintenance and custodial staff for good summer work.

Carrol Hambleton moved and Sandra Lund seconded the motion to approve the Maintenance Project List as presented. The motion passed with the vote as follows: Denelle Carrington – Absent; Marilyn Mann – Aye; Yolanda Cortez – Aye; Carrol Hambleton – Aye; Sandra Lund – Aye.

- b. Discussion/Approval – Big Pine Community Service District Lead Testing in Drinking Water Final Report – Superintendent Jones reported that there is no lead in any of the drinking fountains tested on campus.

Yolanda Cortez moved and Sandra Lund seconded the motion to approve the above reports. The motion passed with the vote as follows: Denelle Carrington – Absent; Marilyn Mann – Aye; Yolanda Cortez – Aye; Carrol Hambleton – Aye; Sandra Lund – Aye.

- c. Discussion/Approval – Possible purchase of used school bus from Round Valley Joint Elementary School District – Removed under Adoption of Agenda. Item will no longer be addressed.

5. Personnel

- a. Accept – Resignation of Jana Tillemans, Lead Food Service

Sandra Lund moved and Yolanda Cortez seconded the motion to accept the above resignation. The motion passed with the vote as follows: Denelle Carrington – Absent; Marilyn Mann – Aye; Yolanda Cortez – Aye; Carrol Hambleton – Aye; Sandra Lund – Aye.

- b. Accept – Resignation of De Fie, After School Program

Carrol Hambleton moved and Yolanda Cortez seconded the motion to accept the above resignation. The motion passed with the vote as follows: Denelle Carrington – Absent; Marilyn Mann – Aye; Yolanda Cortez – Aye; Carrol Hambleton – Aye; Sandra Lund – Aye.

- c. Accept – Resignation of John Kane, Varsity Football Coach

Yolanda Cortez moved and Carrol Hambleton seconded to accept the above resignation. The motion passed with the vote as follows: Denelle Carrington – Absent; Marilyn Mann – Aye; Yolanda Cortez – Aye; Carrol Hambleton – Aye; Sandra Lund – Aye.

- d. Discussion/Approval – Heraclio Rico – increase hours as part-time Special Education Van Driver during school year; and full-time Custodian balance of the year, Classified Salary Schedule, Range 6, Step 2 – Superintendent Jones detailed the duties of this position and that the seasonal lawn care is included in this position.
- e. Eliminate seasonal lawn care position

Carrol Hambleton moved and Sandra Lund seconded the motion to approve items E 5 d and e. The motion passed with the vote as follows: Denelle Carrington – Absent; Marilyn Mann – Aye; Yolanda Cortez – Aye; Carrol Hambleton – Aye; Sandra Lund – Aye.

- f. Discussion/Approval – Hire Robert Nielsen, Lead Food Service; Classified salary schedule Range 8, Step B – Superintendent Jones gave a brief background summary of Bob.

Yolanda Cortez moved and Carrol Hambleton seconded the motion to approve the above new hire. The motion passed with the vote as follows: Denelle Carrington – Absent; Marilyn Mann – Aye; Yolanda Cortez – Aye; Carrol Hambleton – Aye; Sandra Lund – Aye.

- g. Discussion/Approval – Hire Marie Fitt, Instructional Assistant II/Library; Classified salary schedule Range 4, Step B – Superintendent Jones stated that the library position, formerly held by Joanie Dixon, and the instructional assistant position, formerly held by Audra Huston, were combined. She gave a brief background summary of Marie.

Carrol Hambleton moved and Sandra Lund seconded the motion to approve the above new hire. The motion passed with the vote as follows: Denelle Carrington – Absent; Marilyn Mann – Aye; Yolanda Cortez – Aye; Carrol Hambleton – Aye; Sandra Lund – Aye.

- h. Discussion/Approval – Hire David Bay, Varsity Football Coach

Yolanda Cortez moved and Carrol Hambleton seconded the motion to approve the above hire. The motion passed with the vote as follows: Denelle Carrington – Absent; Marilyn Mann – Aye; Yolanda Cortez – Aye; Carrol Hambleton – Aye; Sandra Lund – Aye.

- i. Discussion/Approval – Consent to Teach Outside of Regularly Credentialed Area – Superintendent Jones explained that there is a transitioning to Cal Pads for credential monitoring of teachers, as well as changes due to the Every Student Succeeds Act. Thus we are now using a different process to validate teacher qualifications.

Yolanda Cortez moved and Carrol Hambleton seconded the motion to approve the above Consent to Teach. The motion passed with the vote as follows: Denelle Carrington – Absent; Marilyn Mann – Aye; Yolanda Cortez – Aye; Carrol Hambleton – Aye; Sandra Lund – Aye.

- j. Discussion/Approval – Annual Statement of Need – Superintendent Jones explained

that this is our annual statement of the use of substitute teachers.

Yolanda Cortez moved and Sandra Lund seconded the motion to approve the Statement of Need. The motion passed with the vote as follows: Denelle Carrington – Absent; Marilyn Mann – Aye; Yolanda Cortez – Aye; Carrol Hambleton – Aye; Sandra Lund – Aye.

- k. Discussion/Approval – 2019-20 Staff Handbook – Superintendent Jones highlighted the updates.

Yolanda Cortez moved and Sandra Lund seconded the motion to approve the 2019-20 Staff Handbook. The motion passed with the vote as follows: Denelle Carrington – Absent; Marilyn Mann – Aye; Yolanda Cortez – Aye; Carrol Hambleton – Aye; Sandra Lund – Aye.

- F. **PUBLIC COMMENT ON CLOSED SESSION ITEMS** – Board Member, Yolanda Cortez voiced her concern that there might be a problem with the way agenda items were listed for closed session. Acting Board Chair replied that in an abundance of caution, she would take a motion to table the closed session items.

Yolanda Cortez moved and Carrol Hambleton seconded the motion to table the closed session. The motion passed with the vote as follows: Denelle Carrington – Absent; Marilyn Mann – Aye; Yolanda Cortez – Aye; Carrol Hambleton – Aye; Sandra Lund – Aye.

- G. **ADJOURN TO CLOSED SESSION** – The Board did not adjourn to closed session. Closed Session was tabled.

- H. **CLOSED SESSION** – None

- 1. Superintendent Goals – Tabled for future meeting.
- 2. Student Matters – Tabled for future meeting.

- I. **RECONVENE TO OPEN SESSION** – The Board did not adjourn to Closed Session.

- J. **REPORT OF ANY ACTION TAKEN IN CLOSED SESSION** – The Board did not adjourn to Closed Session.

- K. **BOARD MEMBERS**

- 1. Next Regular Meeting: **Tuesday, September 3, 2019**, 6:00 PM at the Big Pine High School (Main Building), Superintendent's Conference Room.

Acting President Mann addressed agenda items requested for the next meeting:

- a. EMT Classes – Superintendent Jones will meet with Damon Carrington. This is a facilities use request and no Board action is needed.
- b. Warrior Head – Place on next meeting's agenda.

- c. Single point of access – Any questions or concerns should be brought to Superintendent Jones first, prior to placing on Board agenda.

L. **ADJOURNMENT** – Acting President Mann adjourned the meeting at 7:18 PM.

Mary Mann, Acting
Denelle Carrington Board President
Chair
(Vice-Chair)

Pamela J. Jones
Pamela J. Jones
Secretary of the Board

9-3-19
Date Approved