



# BIG PINE UNIFIED SCHOOL DISTRICT BOARD OF TRUSTEES

## MINUTES of the Regular Meeting

Tuesday, September 5, 2017

### A. OPENING BUSINESS

1. Call Open Session to Order – Marilyn Mann, Board President, called the Opening Business Session of the Regular meeting of the Big Pine Unified School District Board of Trustees to order at 6:04 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, President, Carla Bacocho, Vice President and Sandra Lund. Board Members absent: Denelle Carrington and Tom Snyder. 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 Sunny Meza, K12 School Guidance Counselor. **Visitors** present: Paul Huette, parent.
3. Pledge of Allegiance – The Pledge of Allegiance was said at 6:04 PM.
4. Adopt Agenda

Paul Huette turned in a sheet requesting to speak.

Sandra Lund moved and Carla Bacocho seconded the motion to adopt the agenda as printed. The motion passed with the vote as follows: Marilyn Mann - Aye; Carla Bacocho - Aye; Denelle Carrington - Absent; Sandra Lund – Aye; Tom Snyder – Absent.

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

### B. PUBLIC COMMENT ON CLOSED SESSION ITEMS – None.

The Board permitted Paul Huette to speak at this time due to a prior commitment on his behalf. He talked about the need for high school football. President Mann thanked him for his comments as a parent and community member and stated that Superintendent Jones will contact him regarding further discussion of the football program.

- C. **ADJOURN TO CLOSED SESSION** – President Mann adjourned the meeting to Closed Session at 6:12 PM.

### D. CLOSED SESSION

1. Superintendent Goals

Vivian Morris, Business Advisory Consultant, joined the meeting.

**E. RECONVENE TO OPEN SESSION** – President Mann reconvened to Open Session at 6:35 pm.

**F. REPORT OF ANY ACTION TAKEN IN CLOSED SESSION** – President Mann reported that no action was taken in Closed Session but the Board would reconvene at the end of the meeting to complete the Superintendent goals.

**G. PUBLIC** – President Mann reported that Paul Huetten made his comments under Public Comment of Closed Session Items.

**H. INTERDISTRICT TRANSFER REQUESTS**

1. Discussion/Approval Interdistrict Transfer Requests (enclosure)

Sandra Lund moved and Carla Bacoch seconded the motion, both under duress, to approve the Interdistrict Transfer Request. The motion passed with the vote as follows: Marilyn Mann - Aye; Carla Bacoch - Aye; Denelle Carrington - Absent; Sandra Lund – Aye; Tom Snyder – Absent.

**I. REPORTS**

1. Superintendent's Report

- 1) Introduction of School Guidance Counselor – Superintendent Jones introduced Sunny Meza, our new K12 School Guidance Counselor. Sunny gave a brief background on herself and let the Board know that the students are finding her.
- 2) Landscape Front of High School Building – Superintendent Jones reported that the concrete cutting will start tomorrow, Tuesday, and should be complete by this Friday. Shortly after that, planting of trees and/or shrubs will begin.

2. Principal's Report – Principal Dardenne-Ankringa reported that ASB is off to a good start; Pete Schlieker is the High School Advisor and Sunny Meza is the Middle School Advisor; letters of absenteeism are going out to parents; a U.S. Marine recruiter has been at the school; Sunny Meza is working well with students; expeditions are in the works; classroom technology has been updated; and we are still at 100% for students each having a Chromebooks.

3. BPEA Report – None

4. CSEA Report – None

5. ASB Report and Account Balances (enclosures) – None

6. Class Counts – as of August 31, total number of students, 157; 122 in elementary and 35 in high school.

**J. CONSENT AGENDA**

1. Approval, Minutes of August 7, 2017 Regular Meeting (enclosure)
2. Approval, Routine Payment of Monthly Bills/Warrants (enclosure)
3. Approval, Facility Inspection Report effective September 1, 2017 (handout)
4. Approval, 2016-17 Year-end Close Budget Revisions (enclosure)
5. Approval, 2017-18 Budget Revisions (handout)

Sandra Lund moved and Carla Bacocho seconded the motion to approve the above listed Consent Agenda items as printed. The motion passed with the vote as follows: Marilyn Mann - Aye; Carla Bacocho - Aye; Denelle Carrington - Absent; Sandra Lund – Aye; Tom Snyder – Absent.

**K. PUBLIC HEARING:**

1. 2017-18 Instructional Materials and Pupil Textbook Compliance per Education Codes 60119 and 60451 (enclosure)

President Mann open the Public Hearing at 6:48 PM. Superintendent Jones informed the Board that "Health" is now required to be accounted for on the form. The school is waiting for the State adoption prior to the purchase of new Science materials.

There was no Public Comment and the Hearing was closed at 6:52 PM by President Mann.

**L. DISCUSSION/POSSIBLE ACTION ITEMS**

**1. Governance**

- a. Discussion/Approval – 2017-18 Instructional Materials and Pupil Textbook Compliance per Education Codes 60119 and 60451, Resolution #1-2017-18 (enclosure) – Superintendent Jones highlight the resolution.

Carla Bacocho moved and Sandra Lund seconded the motion to approve the resolution. The motion passed with the vote as follows: Marilyn Mann - Aye; Carla Bacocho - Aye; Denelle Carrington - Absent; Sandra Lund – Aye; Tom Snyder – Absent.

- b. Review – 2017-18 ASB Officers and Class Representatives (enclosure) – The list was reviewed with a question on the NASA officers, as they were not listed. Karen Mike has had Unity meetings. NASA has not met this year.
- c. Discussion/Approval – Goals and Priorities (enclosure) – Superintendent Jones talked about the old goals and priorities and that the work sheet of our Strategic Plan Summary should be aligned with our LCAP and EL Work Plan. The Board directed the Superintendent to work on a proposed Strategic Plan Summary and bring it back to the next Board meeting.

**2. Curriculum/Instruction**

- a. Discussion – Inyo County Probation Department, Juvenile Division changes (enclosure) – Superintendent Jones stated that the Keith Bright/court school is now located at the JKBS building in Bishop. She highlighted the pilot program enclosure from the Probation Department.
- b. Discussion/Approval – Updates to UC/CSU approved course list (enclosure) – Superintendent Jones turned this discussion over to Sunny Meza. Sunny stated that the course descriptions are being worked on and gave the time-line for State approval.

Sandra Lund moved and Carla Bacocho seconded the motion to approve the updates and proceed with the descriptions. The motion passed with the vote as follows: Marilyn Mann - Aye; Carla Bacocho - Aye; Denelle Carrington - Absent; Sandra Lund – Aye; Tom Snyder – Absent.

### 3. Financial

- a. Discussion/Approval – Unaudited Actuals (enclosure) – Vivian Morris highlighted the Unaudited Actuals per the handout. She stated that the District remains in stable fiscal condition.

Carla Bacocho moved and Sandra Lund seconded the motion to approve the Unaudited Actuals as presented. The motion passed with the vote as follows: Marilyn Mann - Aye; Carla Bacocho - Aye; Denelle Carrington - Absent; Sandra Lund – Aye; Tom Snyder – Absent.

- b. Discussion/Approval – 2017-18 Gann Limit Resolution and revised 2016-17 Gann Limit (enclosure) – Superintendent Jones explained that we received more funding than budgeted and exceeded the 2016-17 Gann Limits.

Carla Bacocho moved and Sandra Lund seconded the motion to approve the resolution as printed. The motion passed with the vote as follows: Marilyn Mann - Aye; Carla Bacocho - Aye; Denelle Carrington - Absent; Sandra Lund – Aye; Tom Snyder – Absent.

- c. Discussion/Approval – Caldwell Flores Winters, Inc. Bond Program Update (enclosure) – Superintendent Jones highlighted the enclosure and that we have funds available for high-cost projects. No action was taken.

### 4. Facilities

- a. Discussion/Approval – Emergency Preparedness Plan (enclosure)

Sandra Lund moved and Carla Bacocho seconded the motion to approve the updated Emergency Preparedness Plan as presented. The motion passed with the vote as follows: Marilyn Mann - Aye; Carla Bacocho - Aye; Denelle Carrington - Absent; Sandra Lund – Aye; Tom Snyder – Absent.

- b. Discussion/Approval – Surplus List (enclosure)

Carla Bacocho moved and Sandra Lund seconded the motion to approve the Surplus List as presented. The motion passed with the vote as follows: Marilyn Mann - Aye; Carla Bacocho - Aye; Denelle Carrington - Absent; Sandra Lund – Aye; Tom Snyder – Absent.

- c. Discussion/Approval – Maintenance List (enclosure) – Superintendent Jones stated that this list shows those items completed over the summer. No action was taken.

- d. Acceptance with Appreciation of Donations

- 1) Jersey Day with Northern Inyo Healthcare District - \$276.00 (enclosure)
- 2) Big Pine American Legion - \$100.00
- 3) Big Pine Civic Club - \$100.00
- 4) Big Pine Methodist Church
  - i) \$140.00 check
  - ii) Box loads of student school supplies from their Bingo fund raiser

Carla Bacocho moved and Sandra Lund seconded the motion to acceptance with appreciation the donations as listed. The motion passed with the vote as follows: Marilyn Mann - Aye; Carla Bacocho - Aye; Denelle Carrington - Absent; Sandra Lund – Aye; Tom Snyder – Absent.

**5. Personnel**

- a. Discussion/Approval – 2017-18 Stipend List (enclosure) – Superintendent Jones explained that if no person is listed on this list then that position will not be used this year. The 9<sup>th</sup> and 10<sup>th</sup> grade advisor positions have been combined as 10<sup>th</sup> Grade Advisor for this year.

Sandra Lund moved and Carla Bacocho seconded the motion to approve the list as presented. The motion passed with the vote as follows: Marilyn Mann - Aye; Carla Bacocho - Aye; Denelle Carrington - Absent; Sandra Lund – Aye; Tom Snyder – Absent.

- b. Ratify – Lead Maintenance/Bus Driver to Range 10 effective July 1, 2017 – Superintendent Jones stated that this came out of negotiations and it makes a 2-range step difference between Bus Driver/Custodian, Range 8, and Lead Maintenance/Bus Driver, to Range 10.

Carla Bacocho moved and Sandra Lund seconded the motion to ratify the above change. The motion passed with the vote as follows: Marilyn Mann - Aye; Carla Bacocho - Aye; Denelle Carrington - Absent; Sandra Lund – Aye; Tom Snyder – Absent.

- c. Discussion/Approval – 2017-18 Coaches (enclosure) – President Mann stated that this will be brought back to the October Board meeting due to a lack of sufficient voting members on this item.

**M. BOARD MEMBERS**

President Mann stated that she attended the countywide SARB meeting and that there is restructuring being proposed.

1. Next Regular Meeting: **Monday, October 2, 2017**, Opening Business 6:00 PM, Closed Session 6:05 PM, Reconvene to Open Session 6:35 PM at the Big Pine High School (Main Building), Superintendent's Conference Room.

**N. ADJOURNMENT** – President Mann adjourned the meeting to Closed Session at 8:25 PM.

President Mann reconvened to Open Session at 9:15 PM.

President Mann stated that Superintendent Goals were completed in Closed Session and five areas were identified and discussed. Those goals will be revised and a copy attached to the minutes.

President Mann adjourned the meeting at 9:17 PM.

  
Marilyn Mann  
President

  
Pamela J. Jones  
Secretary of the Board

10-2-2017  
Date Approved

## **Superintendent Goals 2017-2018**

1. Provide vision and leadership for sustained progress in our implementation of EL Education core practices.
2. Pursue appropriate grant or other funding opportunities.
3. Build capacity of leadership team so the District thrives, is compliant with State and Federal mandates and reporting, and transitions effectively in the future.
4. Protect the interests of students, families and the District in a complex area of Special Education.
5. Strengthen extracurricular, social and educational support options available to our students.

Board review September 5, 2017