

LA HONDA-PESCADERO UNIFIED SCHOOL DISTRICT
360 Butano Cut Off
Pescadero, California 94060

BOARD OF TRUSTEES
REGULAR MEETING
District Board Room
6:00 p.m. December 08, 2016

MINUTES

REVISED AGENDA – (add item 10.j. and formatting fixed)

1. CALL TO ORDER 6:00

The meeting was called to order by President Andy Wilson at 6:02pm.

Superintendent Wooliever swore in the three new Trustees, Mary Windram, Cindy Hayes and Lynne Bowman

a. Board Organization Session (Action Items)

Consider nominations and election of Board Officers for the 2017 calendar year.

1. Board President

Trustee Cindy Hayes nominated Andy Wilson as President / Connie Sarabia seconded the nomination.

No other nominations

Andy Wilson accepted the nomination

*Connie Sarabia voted to close the nomination / Cindy Hayes seconded the close of nomination
Passed 5-0*

Andy Wilson will remain President of the Board of Trustees

2. Clerk of the Board

Trustee Connie Sarabia nominated Cindy Hayes as Clerk of the Board/ seconded the nomination.

No other nominations

Cindy Hayes accepted the nomination

*Connie Sarabia voted to close the nomination / Mary Windram seconded the close of nomination
Passed 5-0*

Cindy Hayes new Clerk of the Board of Trustees

b. Appointment of the LHPUSD Governing Board District Representative to the County Committee for School District Organization

Will get more information to the Board on District Representative to the County Committee for School District Organization.

2. ADJOURN TO CLOSED SESSION

a. Superintendent Evaluation

b. Potential Litigation

3. RECONVENE TO OPEN SESSION 7:00

The meeting was reconvened to open session at 7:02pm

- a. Pledge of Allegiance

4. REPORT ON ACTION TAKEN IN CLOSED SESSION

*The Board President will report on the action, if any, taken by the Board during Closed Session
President Wilson reported that in closed session the board took no action.*

5. CHANGES TO THE ORDER OF THE AGENDA

Superintendent Wooliever asked to pull item 10.g. and 10.h.

6. COMMUNICATIONS FROM THE PUBLIC

- a. *Written correspondence received by the Board or Superintendent*
1. Letter from CSBA President Jesus Holguin dated October 24, 2016 regarding the call for nominations for CSBA Delegate Assembly.
 2. Press release from State Schools Chief Tom Torlakson announcing the release of \$100 million in College Readiness Grants.

President Wilson read a letter received from Ellie Schoelen, 5th grade teacher PES and CTA President

- b. *Open Forum: Persons wishing to address the Board on an item that is not on the agenda may do so during Open Forum. To be recognized, fill out a speaker card completely and give it to the Board Clerk. Board agendas are full and presentations in Open Forum are limited to a maximum of three minutes. Board members are legally prohibited from discussing items presented in Open Forum*

7. PUENTE REPORT

Written and/or oral monthly update of activities and programs

Rita Mancera reported.

**Graduation for ESL students *Forum to discuss election results *Health coordinator leaving – Puente has two vacancies and *Tax Prep Program starts in January (graduates from PHS).
For more information and updates or how you can get involved please visit the Puente website at www.puentedelacostasur.org*

8. CONSENT CALENDAR

All items on the consent calendar will be approved with one motion that is not debatable and requires a unanimous vote for passage. If a Board Member or the Superintendent requests that an item be removed, or a member of the public wishes to speak on an item, the item will be removed from this section and placed in the regular order of business.

- a. Approve warrants for the month of November, 2016

Connie Sarabia made a motion to approve the consent calendar.

Cindy Hayes seconded the motion

Motion passed 5-0

9. DISTRICT REPORTS

- a. Student Representative report

Student representative Sofia Betteo, Junior at PHS, reported on upcoming events at Pescadero High School, Pescadero Middle School, Pescadero Elementary School and La Honda Elementary School

- b. Director of Facilities report

Director of Facilities, Andy LaGow wanted to bring the new Board up to date on what has been happening. IT - Chromebooks in classrooms, still working on getting all set up with older equipment. Working hard on media displays. Upgrading District Server, equipment is old. Hoping by February to

have new server. Equipment and furnishings throughout the district have opportunity for donations for staff and common areas. Health and Safety, Cleaning chemicals making sure we are 'green'. Superintendent Amy Wooliever reviewed history of Bond Project for the new board members as well as review for others. A power point presentation was given.

c. Superintendent report

a. Report on the South Coast Food Alliance

Superintendent Amy Wooliever updated the board on the South Coast Food Alliance. In the past there have been many discussions on how to advance the food service program. Have great staff and good food but not connecting to students. Kristen Lindstrom and Superintendent Wooliever have been attending monthly meetings with Pie Ranch & TomKat brainstorming on what can be done – how to tie in to farm to school activities, school gardens, food lab programs to increase student access to nutritious & tasty foods. They established three goals & outcomes. (Please see the attached handout)

b. Report on the educational plans required by the California Department of Education

Superintendent Wooliever wanted to explain a little about the three major plans the District is required to submit each year.

LCAP – Local Control Accountability Plan. This is a comprehensive plan centered around 8 priority areas, many requirements around stake holder engagement. Parents, teachers, staff, students, board to gather input to the plan. Then goes to an LCAP advisory committee and then goes in June for a public hearing and then to the Board for approval at the next June Board Meeting. The LCAP takes into consideration all the new Local Control Funding Formula (LCFF). LCFF is a way that school districts are held accountable for making sure that the funding formula is addressing the needs of the students that it is intended for.

LEA Plan – Local Education Agency Plan, this plan is monitoring the Federal Funds. Title I, Title II and Title III. The LEA plan is required to be updated yearly.

SPSA – Single Plan for Student Achievement. Principals write this plan. It is for the school site allocation. Takes into account student and teacher input in how the funding is allocated.

There will be a handout on these three educational plans attached to these minutes.

c. Update on the Pescadero Fire Station

Amy Wooliever, Superintendent explained that there will be a new Fire Station built in Pescadero. The county put together a local committee to help evaluate and make a suitable site for the new fire station. PHS grounds is one of the sites on the list.

d. Report on the district grant writing efforts

Superintendent Wooliever passed out a handout showing the district grant writing efforts. (Please see attached handout)

e. Principals Report

Pescadero High School Principal, Pat Talbot reported where the class of 2017 stands at this time with college enrollment. (See handout attached)

10. BOARD DISCUSSION AND/OR ACTION

a. Consider approval of First Interim Report for 2016-2017.

**Connie Sarabia made a motion to approve the First Interim Report for 2016-2017 as presented
Mary Windram seconded the motion
Motion passed 5-0**

- b. Consider approval of Resolution 16-17-08 in honor of Norka Bayley, preschool teacher, retiring as of December 2, 2016.

Cindy Hayes made a motion to adopt resolution 16-17-08 as presented.

Lynne Bowman seconded the motion

Roll Call:

Lynne Bowman - aye

Connie Sarabia -aye

Mary Windram - aye

Cindy Hayes - aye

Andy Wilson - aye

Motion passed 5-0

- c. Consider approval of the contract with Enviroplex for two new buildings at La Honda Elementary School.

Kelly Greenwood addressed the board on her concerns of not seeing graphic illustration and function.

Connie Sarabia made a motion to approve the contract with Enviroplex as presented.

Cindy Hayes seconded the motion

Motion passed 4 approved 0 opposed 1 abstain (LB)

- d. Consider approval of the MOU between the Reach Institute for School Leadership and the La Honda-Pescadero Unified School District.

Mary Windram made a motion to approve MOU between the REACH Institute for School Leadership and the La Honda Pescadero Unified School District

Lynne Bowman seconded the motion

Motion passed 5-0

- e. Consider approval of the Local Educational Agency Plan (LEAP) for 2016-2021.

Connie Sarabia made a motion to approve the LEAP for 2016-2021 as presented.

Cindy Hayes seconded the motion

Motion passed 5-0

- f. Consider approval of the Governing Board meeting calendar for 2017.

Cindy Hayes made a motion to approve the Governing Board meeting calendar for 2017 with amendment of moving the meeting in April to the 20th.

Lynne Bowman seconded the motion

Motion passed 5-0

- g. Consider approval of the 2017-2018 academic calendar.

Pulled

- h. Consider approval of the plan allocation for the College Readiness Block Grant.

Pulled

- i. Discussion of district goal setting process.

Superintendent Wooliever has been in contact with CSBA, California School Boards Association, talking to them about facilitating a session with the Board around Board Governance. They will go over rolls and responsibilities of the board, goal setting review, and much more. If interested, February is open. Amy will contact Steve Lamb, CSBA to see about setting up on the 2nd or 16th

- j. Consider acceptance of the Annual Developer Fees Report

Lynne Bowman made a motion to accept the Annual Developer Fees Report as presented.

Mary Windram seconded the motion

Motion passed 5-0

11. COMMITTEE REPORTS

- a. Parcel Tax Oversight Committee

No report

- b. Bond Oversight Committee

No report

- c. POST Committee

No report

12. INFORMATION ITEMS

The following items are included in the Board packet as informational items only. They are not scheduled for discussion unless requested by a Board member or the Superintendent.

- a. Monthly attendance report for November 2016

13. COMMENTS OF THE BOARD AND SUPERINTENDENT

Board members and Superintendent may comment on the Board meeting and other topics of interest

14. FUTURE AGENDA ITEMS

- a. Report on December NWEA results
b. Approve Regular Board meeting minutes for November 10, 2016
c. Approval of overnight request from Principals Erica Hays and Kristen Lindstrom for 5th grade classes to participate in the Outdoor Education program during the week of March 21-25, 2016.
d. Approved Governing Board meeting calendar for 2017

Broken Promises

Food Alliance

Update/plan for LHE project

Election – keeping students safe

15. ADJOURNMENT

Note: The next regular meeting of the Board of Trustees is January **19th** at 6:00 pm at the La Honda Elementary School

Connie Sarabia made a motion to adjourn the meeting

Cindy Hayes seconded the motion

Motion passed 5-0

Meeting adjourned at 9:05pm

PUBLIC NOTICE: Openings on Bond Oversight Committee

The Governing Board is seeking volunteers willing to serve the school district as a member of the Bond Oversight Committee.

For more information please contact the District Office at 879-0286.

PUBLIC NOTICE: Openings on Parcel Tax Oversight Committee

The Governing Board is seeking volunteers willing to serve the school district as a member of the Parcel Tax Oversight Committee.

For more information please contact the District Office at 879-0286.

South Coast Food Alliance
Report to the Board of Trustees
December 8, 2016

Brief Description:

In July 2016, representatives from LHPUSD, Pie Ranch and Tom Kat Ranch Educational Foundation began a monthly meeting to discuss how to increase student access to nutritious, tasty foods. We established three goals and corresponding outcomes.

Goal #1 : Students have increased opportunity to access locally procured ingredients in daily meals.

Outcomes (What does this look like?)

- Increase percentage of locally procured ingredients purchased by district as measured by invoice breakdown of costs.
- Increase the number of 'special food days' such as Farm Friday or California Thursdays from once/month to X/month.
- Decrease food waste at farm and farmer markets through increased coordination of local food and menu items.
- Increase flexible menu plans to provide increased opportunity to take advantage of local food with quick turnaround needs. Can salad bar be used regularly to provide vehicle for surplus local product?

Goal #2: Students have access to meals which are attractively presented and served in a pleasant environment with sufficient time for eating (at least 20 minutes), while fostering good eating habits, enjoyment of meals, good manners, and respect for others.

Outcomes (What does this look like?)

- Increased student perception of food attractiveness as measured by the CEL Food Survey.
- Increased time allotted for K-5 dining
- Implementation of Smarter lunchroom initiative

Goal #3: Students have daily access to a daily menu of nutritious, tasty food which is culturally relevant and reflective of their input.

Outcomes (What does this look like?)

- Student and adult sales increase by x% (from average daily meal purchase of x to x)

Accomplishments to Date/ Early Wins

1. Innovative procurement strategy for local foods.
2. Implementation of student tastings for new menu items
3. Plating of food on reusable plates
4. Submission of USDA Farm to School planning grant
5. Submission of Salad Bar grant

Educational Plans

Report to the Board of Trustees-LHPUSD

December 8, 2016

Each Local Educational Agency (LEA) is required to submit plans and reports throughout the year in order to qualify for state and federal funding.

Local Control Accountability Plan (LCAP)

Each school district must engage parents, educators, employees and the community to establish a yearly LCAP describing the school district's overall vision for students, annual goals and specific actions the district will take to achieve the vision and goals.

The LCAPs must focus on eight areas identified as state priorities. The plans will also demonstrate how the district's budget will help achieve the goals, and assess each year how well the strategies in the plan were able to improve outcomes.

What are the eight state priority areas that must be addressed in the plans?

- Providing all students access to fully credentialed teachers, instructional materials that align with state standards, and safe facilities.
- Implementation of California's academic standards.
- Parent involvement and participation.
- Improving student achievement
- Supporting student engagement
- School climate
- Course Access
- Other important student outcomes

LCAPs must detail a minimal proportionality between funds allocated to all students and funds allocated to 'unduplicated pupils.'

Unduplicated pupils fall under the subgroups of students who are:

- English Learners
- Low SES
- Homeless
- Foster youth

The LCAP is collected and approved by the San Mateo County Office of Education.

LEA Plan

The LEA Plan is a template-driven plan for district allocation of resources according the requirements of state and federal programs. The LEAP reports Title I, Title II and Title III funding sources. The LEA Plan is not collected at the state level. Districts are required to update the plan yearly. The plan was last reviewed in June 2016.

Many of the LEA Plan components are now incorporated into the LCAP and it is expected that the plans will merge at some point in the future.

Single Plan for School Achievement (SPSA)

The SPSA is a school-based allocation plan which is developed with parent and teachers input. The plan reports on funding requirements of state and federal sources. Each school has aligned SPSAs as much as practicable to the LCAP. The SPSA reports only on funds allocated directly to the site.

**District Grant Writing Efforts
Report to the Board of Trustees-LHPUSD
December 8, 2016**

Grant in progress

School Improvement Grant (SIG) \$748,928

2014-9/30/2017 non-renewable

Provides academic intervention, increased learning time, professional development support to Pescadero Elementary and Middle School.

Academic Center Grant \$10,000/year

2016-2017 Renewable yearly

Provides before and after school support to La Honda Elementary School

After School Education and Safety (ASES) \$131,627

2016-2017 renewable

Provides after-school support for homework, enrichment and recreation to students at Pescadero Elementary and Middle School.

The Big Lift \$174,381

2016-2017 renewable

Provides early learning support to Pescadero Elementary and La Honda Elementary Schools.

Grant Submitted

USDA Farm to School FY2017 Planning Grant \$45,000

Provides support to develop comprehensive F2S program district-wide

Get Healthy San Mateo County- LHPUSD a support provider not fiscal lead

Town Planning Grant

Looking Forward

SVCF announced that they will be awarding 10 awards of \$100,000 for innovating programming.

Highly competitive as it will incorporate all areas of their grant making including education, transportation, economic hardship. Grant term January to October.



Pescadero High School

Class of 2017

TOTAL STUDENTS 31

	#
male	18
female	13
ETHNICITY	
White	7
Latino	24
CONCURRENTLY ENROLLED (fall 2016)	5
CONCURRENTLY ENROLLED (spring 2017)	7
POST SECONDARY PLANS (as of 12/16)	
WORK	2
UNDECIDED	3
MILITARY	1
COMMUNITY COLLEGE	11
APPLIED TO FOUR YR. COLLEGES	14