

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

BOARD OF TRUSTEES  
REGULAR MEETING  
LA HONDA ELEMENTARY SCHOOL  
6:00 p.m. Thursday, September 08, 2016

Minutes

**1. CALL TO ORDER**

**6:00**

*The meeting was called to order by President Andy Wilson at 6:13pm.  
All Trustees present*

**2. ADJOURN TO CLOSED SESSION**

- a. Superintendent Evaluation
- b. Personnel
  - 1. Hiring Certificated Staff
- c. Discuss Potential litigation

**3. RECONVENE TO OPEN SESSION**

**7:00**

*The meeting was reconvened to open session at 7:00pm*

- a. Pledge of Allegiance

*Superintendent Amy Wooliever introduced Elizabeth Morgan, LHE Principal to the board.*

**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 move items 8.j and 8.k from the consent calendar and take up under regular business*

**6. COMMUNICATIONS FROM THE PUBLIC**

- a. *Written correspondence received by the Board or Superintendent*
  - 1. Letter from Gary Waddell and Denise Porterfield of the San Mateo County Office of Education, to inform Board President Wilson that the LHPUSD LCAP has been approved.
  - 2. Public Records Act Request from Robert Fellner of Transparent California requesting compensation information from all district employees.
- 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*

*Program Director Lina Mira reported and passed out written report. Report will be attached to these minutes.  
For more information and updates or how you can get involved please visit the Puente website at [www.puentedelacostasur.org](http://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 August, 2016
- b. Approve Specialized Services contract for **David Meyrovich** to provide Athletic Director services for Pescadero High School and Pescadero Middle School in the amount not to exceed \$25,000 to be paid from district unrestricted funds.
- c. Approve Specialized Services contract for **David Meyrovich** to provide mentoring services for Pescadero Elementary and Middle School Students in the amount not to exceed \$18,900
- d. Approve Specialized Services contract for **Selena Brown** to provide dance enrichment for the middle school after school program in the amount not to exceed \$2000
- e. Approval of consultant agreement with **Dian Delantoni** to provide new teacher support for beginning teachers in the amount not to exceed \$4500.
- f. Approval of Specialized Services contract with **Gateway Learning Group, Educational Consultant**, for board certified behavior analyst to provide behavior interventions services in the amount not to exceed \$512.
- g. Approval of Specialized Services contract with **Casey Norton** to provide academic enrichment and academic achievement services in mathematics at Pescadero Elementary School in the amount not to exceed \$10,780.
- h. Approval of consultant agreement with **Daniela Liniger** to provide specialized services in Food Lab Instruction in the amount not to exceed \$2550 to be paid from a combination of grants including Ecoliteracy Grant, Philanthropic Ventures Grant, Food Lab Fundraiser and the Pescadero Education Foundation.
- i. Approval of consultant agreement with Coastside Pediatric Therapy Center for Occupational Therapy services in the amount not to exceed \$27,500.
- j. Approve Declaration of Need for Quality Educators. **Removed from Consent Calendar**
- k. Approve list of curriculum and textbooks for the 2016-2017 school year. **Removed from Consent Calendar**
- l. Approve staffing report for 2016-2017
- m. Approve change to the Board Calendar moving the date of the October meeting from October 13 to October 6 and the location from La Honda Elementary to LHPUSD District Office.
- n. Approve Fall coaching assignments for Pescadero Middle School athletics.
- o. Approve minutes of the Special Meeting of the Board of Trustees held July 28, 2016.

***Superintendent Amy Wooliever asked to move items 8.j. and 8.k. to put as regular business and Not on the Consent Calendar.***

***Board Trustee, Connie Sarabia asked to pull item 8.i.***

***Connie Sarabia made a motion to approve the consent calendar with items 8.i., 8.j., and 8.k. removed from Consent Calendar.***

***Humberto Perez seconded the motion***

***Motion passed 5-0***

***Item 8.i. Consultant Agreement with Coastside Pediatric Therapy Center for Occupational Therapy services. Trustee Sarabia had a question regarding cost and how many students receiving services. Special Education Director, Kristen Lindstrom explained the increase due to number of students now vs. past students. Amount of contract is for entire 16-17 school year***

***Connie Sarabia made a motion to approve item 8.i. as presented***

***Humberto Perez seconded the motion.***

***Motion passed 5-0***

**Item 8.j. Approval of Declaration of Need for Qualified Educators.**  
**Superintendent Amy Wooliever gave some background regarding LHPUSD adopting a Declaration of Need for Fully Qualified Educators. She explained that the California Commission on Teacher Credentialing allows for issuance of limited assignment permits under certain conditions. These permits are only available to teachers who hold valid multiple or single subject credentials. The CCTC also allows for Provisional Intern Permits under the condition that a teacher is enrolled in a preparation program and taking courses towards a credential. Education Code 44300 requires that a Declaration of Need for Fully Qualified Educator be adopted at a public meeting of the Board of Trustees if the district is going to apply a Provisional Intern Permit or a limited assignment permit. LHUSD staff will apply for these permits to qualify teachers in the high need subject area of Spanish and possible other areas such as Science**

**Connie Sarabia made a motion to adopt the Declaration of Need for Fully Qualified Educators as presented.**

**Bob McCahon seconded the motion.**

**Motion passed 5-0**

**Item 8.k. Approve list of curriculum and textbooks for the 2016-17 school year. After Board Packet was issued the list of curriculum and materials was slightly modified. (New list will be attached to the minutes)**

**Humberto Perez made a motion to approve item 8.k. as presented.**

**Bob McCahon seconded the motion.**

**Motion passed 5-0**

## **9. DISTRICT REPORTS**

### **a. Student Representative Report**

**Student Representative not present. No report.**

### **b. Director of Business Services Report: Sandra Stent**

#### **1. Update on the 2015-2016 unaudited actual and year end closing**

**Business Manager, Sandra Stent reported on the 15-16 Unaudited Actuals and year end closing. (Will attach handout to minutes)**

### **c. Director of Facilities Report**

#### **1. Update on LHE Bond Project**

##### **i. Function of Buildings**

##### **ii. Response to Modular Company RFP**

**Director of Facilities, Andy LaGow reported that we went out to bid. Advertised twice, invited 6 companies, 3 companies came for a walk through, received only 1 bid.**

**This bid looks to be about \$100K over our estimated budget**

**Geo tech study -**

**Next steps would be to get a committee together to look at Form, function, flow of this campus, look to see if we will need to go out for another bid. 7-10 days talk through ideas.**

**Comeback with input to Special Board Meeting**

#### **2. Bond Management Oversight Committee**

**Superintendent Amy Wooliever explained that now that Bond Series C has sold we are now required to again have a Bond Committee and will have to have Bond Audit. Requirements of committee as stated in Education Code section 15282. (will attach to minutes)**

### **d. Superintendent report:**

#### **1. Broken Promises Report- CAASPP results**

**Superintendent Wooliever presented a power point presentation on CAASPP results.**

**Testing is for 3<sup>rd</sup> - 8<sup>th</sup> grade and 11<sup>th</sup> grade.**

**(see attached)**

2. LCAP update

**Amy Wooliever, Superintendent reported that the template for LCAP is being revised and will not be available until late in the fiscal year.**

e. Principals Report

1. Enrollment Report

**Superintendent Wooliever reported on Interdistrict Transfers.**

**Incoming from Cabrillo TO LHPUSD: 8**

**Outgoing to other districts: 26**

**8 for Specialized Academic Programs**

**8 for Hardship (medical, special emotional needs, family medical needs)**

**2 for Special Circumstances**

**8 for parent occupation (parent works in another district)**

**LHE 5<sup>th</sup> grade to 6<sup>th</sup> grade is always a concern. In 2015-16 there were 11 – 5<sup>th</sup> grade students.**

**3 enrolled in PMS**

**2 transferred within the rules of the policy**

**2 have Cabrillo address**

**1 went to private**

**1 moved out of the area**

**2 questionable – live in our district but have family in Cabrillo**

**Principal Patricia Talbot reported how nice it is to see when the LHE students arrive and watch the students grow and new friendships grow. With our small school classes can be personalized and students who want to fast track can, many go to college classes. Can work more with students who need extra help and the biggest... Students don't have to try out for sports.**

**Pat Talbot read a letter she received from the director of the Jose Valdes Math Institute.**

**In part he wrote how out of 200 students he can always tell who the LHPUSD students are. The students always arrive eager to learn, always excited, always engaged, always contributing, and always positive. And the same at night when they leave. The teachers love the students and are happy to have LHPUSD part of their program. (The José Valdés Math Institute is 7 hours a day, 4 days per week, 7 weeks of study math-intensive program over the summer.)**

**10. PUBLIC HEARING**

- a. Public hearing to allow for public comment regarding yearly review of instructional materials per Ed Code 60119 to determine whether the district has sufficient standards-aligned instructional materials and textbooks.

**President Andy Wilson opened Public Hearing to allow for public comment regarding yearly review of instructional materials.**

**There was no comment from the public**

**Public Hearing Closed.**

**11. BOARD DISCUSSION AND/OR ACTION**

- a. Consider approval of architectural services with DSK Architects in the amount not to exceed \$145,000 for preliminary design and community input.

**Tabled bring back at a later date.**

- b. Discuss and consider approval of bids for modular construction related to the La Honda Elementary Bond Project.

**No Action/no discussion**

- c. Consider approval of Geotech contract for the geotechnical boring for placement of the LHE Bond Project.

**Will bring back at a later date**

- d. Consider approval of a contract for replacement of the LHE multi heater.

**Connie Sarabia made a motion to approve contract with Trahan Mechanical in the amount not to exceed \$26,480.**

**Bob McCahon seconded the motion**

**Motion passed 5-0**

- e. Consider approval of a yearly water testing protocol for Pescadero Elementary School and La Honda Elementary.

**The board would like to know what triggers the testing and how long it triggers it for.**

- f. Consider approval of unaudited actuals of revenues and expenditures for the 2015-2016 school year

**Connie Sarabia made a motion to approve the unaudited actuals of revenues and expenditures for the 2015-16 school year.**

**Humberto Perez seconded the motion**

**Motion passed 5-0**

- g. Consider approval of Gann Resolution **16-17-01** establishing maximum appropriation limitations for public agencies.

**Connie Sarabia made a motion to approve Gann Resolution #16-17-01 establishing maximum appropriation limitations for public agencies**

**Humberto Perez seconded the motion**

**Roll Call:**

**Peter Bohacek - aye**

**Bob McCahon - aye**

**Connie Sarabia - aye**

**Humberto Perez - aye**

**Andy Wilson - aye**

**Motion passed 5-0**

- h. Consider approval of Resolution **16-17-02** regarding the sufficiency of instructional materials for the 2016-2017 school year.

**Humberto Perez made a motion to approve Resolution #16-17-02 regarding the sufficiency of instructional materials for the 16-17 school year.**

**Bob McCahon seconded the motion**

**Roll Call:**

**Peter Bohacek - aye**

**Humberto Perez - aye**

**Connie Sarabia - aye**

**Bob McCahon - aye**

**Andy Wilson - aye**

**Motion passed 5-0**

- i. Consider approval of minutes of the Regular Board Meeting of May 5, 2016 (*Humberto Absent*)

**Connie Sarabia made a motion to approve minutes of the Regular Board Meeting of May 5, 2016**

**Bob McCahon seconded the motion**

**Motion passed 4-0 Humberto Perez abstain**

- j. Consider approval of minutes of the Regular Board Meeting of June 16, 2016 (*Bob Absent*)

**Humberto Perez made a motion to approve minutes of the Regular Board Meeting of June 16, 2016**

**Peter Bohacek seconded the motion**

**Motion passed 4-0 Bob McCahon abstain**

- k. Consider approval of minutes of the Regular Board Meeting of August 11, 2016. (*Humberto Absent*)

**Connie Sarabia made a motion to approve minutes of the Regular Board Meeting of August 11, 2016**

**Bob McCahon seconded the motion**

**Motion passed 4-0 Humberto Perez abstain**

- l. Consider approval of Resolution **16-17-03** authorizing the superintendent to apply for a Financial Assistance Application with the State Water Resources Control Board for the planning of the

Pescadero High School Clean Water Project.

**Connie Sarabia made a motion to adopt Resolution #16-17-03 authorizing the superintendent to apply for a Financial Assistance Application with the SWRCB for the planning of the PHS Clean Water Project.**

**Bob McCahon seconded the motion**

**Roll Call:**

**Peter Bohacek - aye**

**Bob McCahon - aye**

**Connie Sarabia- aye**

**Humberto Perez - aye**

**Andy Wilson - aye**

**Motion passed 5- 0**

**12. COMMITTEE REPORTS**

- a. Parcel Tax Oversight Committee

**No reports**

- b. Bond Oversight Committee

**No reports**

- c. POST Committee

**No reports**

**13. 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. First day of school attendance for August 2016  
b. Monthly attendance report for August 2016

**14. COMMENTS OF THE BOARD AND SUPERINTENDENT**

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

**No comments**

**15. FUTURE AGENDA ITEMS**

- a. Approve annual overnight travel for NCS athletic tournaments  
b. Five-year deferred maintenance plan  
c. Revise district goals

**Review of the Puente Lease/MOU**

**16. ADJOURNMENT**

Note: The next regular meeting of the Board of Trustees is scheduled for Thursday, October ~~13~~ 6, 2016 at 6:00 pm at ~~La Honda Elementary School Library~~. **Pescadero Board Room**

**Connie Sarabia made a motion to adjourn the meeting**

**Bob McCahon seconded the motion**

**Motion passed 5-0**

**Meeting adjourned at 8:42pm**

**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.