

**SEBASTOPOL UNION SCHOOL DISTRICT
BOARD OF TRUSTEES
MINUTES
SPECIAL MEETING
November 12, 2015**

Call to Order

The Meeting of the Board of Trustees of Sebastopol Union School District was called to order at 4:30 p.m. by Board President Debra Ramirez.

Roll Call

Members of the Board present: Trustees Debra Ramirez, Deborah Drehmel, Olivia Leon, Sarah Levin and Renata Brillinger

Absent:

Others Present

Linda Irving, Sarah Lampenfeld, Debbie Hanks, Robin Hedrick, Jeff Stucker, Penpa Dolma, Lucia Gattone, David Walls, Ellen Harris and Chris Topham

1.0 Flag Solute

The Pledge of Allegiance was recited.

2.0 Agenda Approval

On a motion from Trustee Drehmel and seconded by Trustee Levin, the Board voted 5-0-0 to approve the agenda

3.0 Report Out

Trustee Drehmel reported out from the Closed Session the following approvals for the Board:

New Employees: Brook Haven – Sarah Butts as Food Service Worker, Farah Murray as ISS II – Bilingual, Danielle Stewart – ISS II and for the increase to .40 FTE of Elizabeth Mota. Child Rearing Leave for Kaity McCollister at Castle. SETA TA of an additional Professional Development Day of 1/4/16 to the 2015/16 school year and an additional day in 2016/17 the date is TBD amended to include 1) These days are tied to the Educator Effectiveness Block Grant entitlement funding and 2) the content of the professional development will be designed and approved by administration.

4.0 Spotlight on Success – Brook Haven School

Mr. Stucker's class presented slide shows of early human development along with picture and drawings from his 6th grade class.

5.0 Public Comments

There were no public comments.

6.0 Consent Agenda

- 6.1 Approval of October 8, 2015 Meeting Minutes
- 6.2 Approval of October 15, 2015 Meeting Minutes
- 6.3 Warrants and Expenditures
- 6.4 Policies:
 - BP/AR 4112.2 – Certification
 - BP/AR 4112.21 – Interns
 - AR/E 4112.5 – Criminal Record Check
 - E 4112.9 – Employee Notifications
 - BP/AR 4115 – Evaluation / Supervision
 - BP 4117.3 – Personnel Reduction

On a motion from Trustee Drehmel and seconded by Trustee Leon the Board approved the consent agenda.

Ayes: Trustees Ramirez, Drehmel, Leon, Brillinger and Levin

Noes: None

Absent:
Not Voting:

7.0 Reports

- 7.1 SETA – had nothing to report.
- 7.2 Superintendent/Park Side Principal - Trustees reviewed the written report included in the packet by Superintendent Linda Irving. She added that there will be free English classes with child care held at Brook Haven and sponsored by the SRJC.
- 7.3 Brook Haven Principal - Trustees reviewed the written report included in the packet by Principal Debbie Hanks. She added that the enrollment is increased by 4. The Interact Club has raised over \$5000 for Valley Fire victims. World Kindness Day is 11/13/15 and Tiffany has organized a lunchtime activity and students will be wearing orange.
- 7.4 Sebastopol Independent Charter School - Trustees reviewed the written report included in the packet by Chris Topham. Chris recognized how nice it is to work with Linda and the support she is willing to give when he needs it. He said they do not have a hearing date yet with the County Planning dept.
- 7.5 The REACH School - Trustees reviewed the written report included in the packet by Heidi Pedrazzetti.
- 7.6 Trustees – Trustee Leon thanked Linda for the Strategic Plan meeting held on 10/19. She appreciated the work that went into setting it up. Trustee Brillinger repeated the sentiment. She also liked the opportunity to revisit the Strategic Plan and see what was working and what needed to be updated. Trustee Levin mentioned that SEF will be taking orders for Kozlowski Farms Pies in December as a fundraiser. Trustee Drehmel announced that SEF will be having craft faires with student crafts at the different upcoming school events. Trustee Ramirez posed the question of board members having to coordinate their time to attend different school events as to not break the Brown Act regulations of 3 board members together at once. Linda said she is contacting legal with that to get an answer.
- 7.7 Site Council Minutes – Park Side: Linda mentioned that the two site councils will be working on the Wellness Policy. Brook Haven will have its first site council meeting later this month.

8.0 Action Items

- 8.1 Introductions were made by District employees and the Board. Then the members from the Architect firm DSK Architects introduced themselves to the Board. The Board asked questions and DSK answered:
- 1. Tell us about your firm. How long have you been in business? What is your experience with school construction?** The 3 partners came together in 2006 to form DSK Architects, but they had each worked together before. 85% of their business in with school districts, 50% in K-12 settings. The rest of their business in primarily with health care facilities. They are familiar with all state agencies involved in school construction.
 - 2. You highlight the collaborative process in your RFQ. Can you discuss how you would work with our district through that collaborative process?** After initial meeting, DSK get to know the main stakeholders. All info is shared with the group. They work closely with the district for ideas during the “work shops”.
 - 3. Green school and construction are of importance to us. Please tell us your experience with green construction, Prop 39 and other areas?** Most school projects are looking for “green” or “LEED” projects. They are experienced in using building products that fall in the “green” category and making schools as energy efficient as possible using Prop 39 dollars. DSK would help the district in guiding through the many options of energy efficient products and they best cost effective way to use the dollars available to us.
 - 4. What is your experience with Modular Construction? Do you have a preference on construction types?** Modular can be less costly and time effective. There are many options to choose from in modular products. DSK has experience working with modular

companies and different buildings. The DSA approval can be expedited sometimes using modular products or the building is already DSA approved upon construction.

5. What are the most important aspects of school construction in your opinion?

Deliver on time and on budget. Time is important for school timing. Involvement with the contractor is vital as well as for construction management. DSK is always a partner through the whole process. The final question is always, did the district get what they wanted in the end? That is what's important.

6. Are you familiar with the new laws regarding Lease/Leaseback contracts? They have experience with the model of building a project. There are pros & cons to it, but it has been and can be successful. There is no perfect project and sometimes the bidding process can be questionable. This is a model they would be willing to consider if the district wants that.

7. How do you incorporate local contractors when appropriate? General Contractors come from everywhere. It is cost effective for the GC to use local subcontractors to keep the bottom line of the project cost down. It's also good PR for the district to use local companies. DSK can encourage the use of local subs in the initial bidding documents.

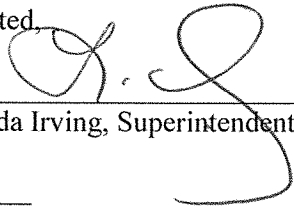
8. One of our main goals to have a new Multi Purpose Room at our Brook Haven School. How would you start with that project? There are many factors to consider when building an MPR on an existing campus. What functions will this be used for? Where on the campus is it going? What type of storage is needed? Facility staff needs to be considered for their needs and wants in a space this size. Once all of the function questions are answered, then moving forward on a building plan starts along with the collaboration with the district.

9. Is there anything else you would like to add? DSK mentioned they noticed that both sites are well maintained on their tour today.

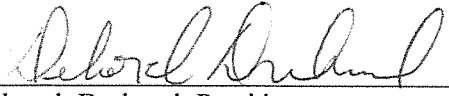
- 8.2 Trustee Levin made a motion to move 8.7 to 8.2 and Trustee Drehmel seconded the motion.
On a motion from Trustee Levin and seconded by Trustee Drehmel the Board voted 5-0-0 to approve of Architect of Record for SUSD
Ayes: Trustees Ramirez, Drehmel, Leon, Brillinger and Levin
Noes: None
Absent:
Not Voting:
- 8.3 Public Hearing on Accounting of Developer Fees.
Open: 6:45 pm Close: 6:51 pm
- 8.4 On a motion from Trustee Leon and seconded by Trustee Levin the Board voted 5-0-0 to approve Resolution 15/16-05 Accounting of Developer Fees.
Ayes: Trustees Ramirez, Drehmel, Leon, Brillinger and Levin
Noes: None
Absent:
Not Voting:
- 8.5 On a motion from Trustee Brillinger and seconded by Trustee Drehmel the Board voted 5-0-0 to ratify Facilities Use Agreement Addendum 2015 with Sebastopol Independent Charter School.
Ayes: Trustees Ramirez, Drehmel, Leon, Brillinger and Levin
Noes: None
Absent:
Not Voting:

- 8.6 On a motion from Trustee Levin and seconded by Trustee Brillinger the Board voted 5-0-0 to approve MOU between SUSD and CCSR for CalFresh families.
Ayes: Trustees Ramirez, Drehmel, Leon, Brillinger and Levin
Noes: None
Absent:
Not Voting:
- 8.7 The item was identified as information only to the Board and no approval is needed. AB1200 Public Disclosure for additional Professional Development Days in 2015/16 and 2016/17.
- 9.0 Discussion: *Action is permissible on these items but not anticipated.*
- 9.1 Policies:
AR 4117.7/4317.7 – Employment Status Reports
BP/AR 4118 – Dismissal/Suspension/Disciplinary Action
BP/AR 4131.1 – Teacher Support and Guidance
BP 4143/4243 – Negotiations/Consultation
AR 4261.1 – Personal Illness/Injury Leaves
BP 4315 – Evaluation/Supervision
- 9.2 AR1330 Use of School Facilities
- 10.0 Planning
- 10.1 Identification of items for future agenda: Policy review, Spotlight on Success – SICS, unaudited actuals.
- 10.2 Next Meeting: Regular Meeting – December 1, 2015, 4:30 p.m.
- 11.0 Adjournment
The meeting was adjourned at 7:10p.m.

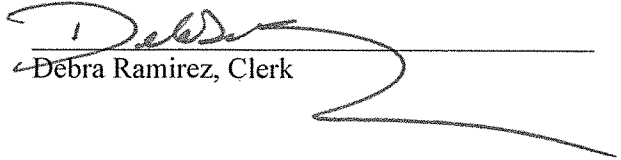
Respectfully submitted,



Linda Irving, Superintendent



Deborah Drehmel, President



Debra Ramirez, Clerk