

**TRINITY ALPS UNIFIED SCHOOL DISTRICT**  
**REGULAR MEETING OF THE BOARD OF TRUSTEES**  
**MINUTES**

**Weaverville Elementary School Library ..... Wednesday, December 11, 2013**  
**31020 State Hwy 3 ..... Business Meeting 6:00 p.m.**  
**Weaverville, California .....**

Trinity Alps Unified School District Governing Board:

- George Tkach, President - Present
- Keith Groves, Vice President/Clerk – Present
- Wendy Cloud - Present
- Sadie Fagan - Present
- Robert Simmons/Daniel Beans – Both Present

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

- Also Present: Tom Barnett, Superintendent  
Cindy Blanchard, Director of Business Services  
Christine Camara, THS Principal  
Keith Sprague, WES Principal

**1.0 Formal Opening**

- 1.1 Call to Order – **6:00 PM**
- 1.2 Flag Salute – Led by Trustee Tkach

**2.0 BOARD ORGANIZATION**

- 2.1 Resolution 1314-15 Recognize Outgoing Board Member Bob Simmons, Area 1

Trustee Tkach read the resolution in honor of Bob Simmons and presented him with the framed resolution.

- 2.2 Swearing-In of Newly Elected Board Members
  - Area 1 Board Member Daniel Beans
  - Area 2 Board Member Sadie Fagan
  - Area 4 Board Member Keith Groves

Mr. Barnett read the Oath of Office and conducted the swearing-in of the Board members listed above.

**2.3 Terms of Office for Trinity Alps Unified School District Board of Trustees**

Area 1	George Tkach	December 2011-November 2015
Area 1	Daniel Beans	December 2013-November 2017
Area 2	Sadie Fagan	December 2013-November 2017
Area 3	Wendy Cloud	December 2011-November 2015
Area 4	Keith Groves	December 2013-November 2017

2.4 Annual Organizational Meeting of the Board of Trustees Required by the Education Code 35022, 35143 and Board Bylaw 9100, for the Purpose of Electing Officers to Serve for the Term December 2013 through November 2014:

**A. Election of Board President**

Motion made by Trustee Groves to nominate George Tkach, Second by Trustee Cloud, Trustee Tkach accepted: Vote; 4 Ayes, 0 Nays, 0 Absent, 1 Abstain.

**B. Election of Board Vice President/Clerk**

Motion by Trustee Tkach to nominate Keith Groves, Second by Trustee Cloud, Trustee Groves accepted: Vote; 4 Ayes, 0 Nays, 0 Absent, 1 Abstain.

ITEM 2.4 CONTINUED

C. Designate Board Representative for ROP

Motion by Trustee Fagan to nominate Dan Beans, Second by Trustee Cloud, Trustee Beans accepted: Vote; 4 Ayes, 0 Nays, 0 Absent, 1 Abstain. Trustee Fagan also offered to assist when necessary.

2.5 Adoption of Resolution 1314-16 Determination of the Time, Date and Location of the Regular Meetings of the Board of Trustees for the 2014 Calendar Year

BE IT RESOLVED to set the time, date and location of the regular meetings of the Board of Trustees of the Trinity Alps Unified School District for the 2013 calendar year as follows:

*	6:00 p.m.	Wednesday	January 15, 2014	Weaverville Elementary School Library
	6:00 p.m.	Wednesday	February 12, 2014	Weaverville Elementary School Library
	6:00 p.m.	Wednesday	March 12, 2014	Weaverville Elementary School Library
*	6:00 p.m.	Wednesday	April 16, 2014	Weaverville Elementary School Library
	6:00 p.m.	Wednesday	May 14, 2014	Weaverville Elementary School Library
*	6:00 p.m.	Wednesday	June 18, 2014	Weaverville Elementary School Library
	6:00 p.m.	Wednesday	August 13, 2014	Weaverville Elementary School Library
	6:00 p.m.	Wednesday	September 10, 2014	Weaverville Elementary School Library
	6:00 p.m.	Wednesday	October 8, 2014	Weaverville Elementary School Library
	6:00 p.m.	Wednesday	November 12, 2014	Weaverville Elementary School Library
	6:00 p.m.	Wednesday	December 10, 2014	Weaverville Elementary School Library

Regular meetings to be held on the 2<sup>nd</sup> Wednesday of each month; Special meetings to be called as necessary.

\* Third Wednesday of the month.

Motion by Trustee Groves, Second by Trustee Fagan: Roll Call Vote; Trustees Cloud, Fagan, Beans, Groves and Tkach Aye.

**3.0 ADDITIONS OR CHANGES IN AGENDA - None**

**4.0 COMMENTS FROM THE PUBLIC ON OPEN SESSION AGENDA – None**

**5.0 ACCEPT OPEN SESSION AGENDA**

Motion by Trustee Groves, Second by Trustee Fagan: Vote; 5 Ayes, 0 Nays, 0 Absent, 0 Abstain.

**6.0 CONSENT AGENDA**

On motion by Trustee Groves, Second by Trustee Cloud, the Trinity Alps Unified School District Governing Board approves consent ACTION items:

- 6.1 Approval of the Governing Board Regular Meeting Minutes of November 13, 2013
- 6.2 Approval of the Governing Board Special Board Workshop Minutes of November 20, 2013
- 6.3 Approval of Resolution 1314-17 Payroll and General Fund Warrants
- 6.4 Ratify Letter of Agreement between TAUSD and Compliance Associates, Inc. Jan. 1, 2014 through Dec. 31, 2014 (Random Drug & Alcohol Testing of Transportation Dept. Staff)
- 6.5 Funds Transfer – From General to Cafeteria
- 6.6 December Fundraising Calendar

**7.0 BOARD AND ADMINISTRATIVE**

7.1 THS Student Representative Report – No report as Michael is studying for finals.

7.2 \* Reports: TAUSD Dean of Students–Mandy Leahy reported on the various roles she provides at each site. She will be starting up a Girls Group for 3<sup>rd</sup> graders. Athletics report was given: Volleyball team made it to round three and are league champs; volleyball awards banquet held last week; Ben Harper went to State meet and ended up in 18<sup>th</sup> place; basketball began and the holiday classic tournament begins tomorrow; wrestling –

## ITEM 7.2 REPORTS CONTINUED

Nick Moreno won 1<sup>st</sup> place at their game in Chester and other team members won at least 1 match each; she will finish her Masters Degree this Saturday.

Director of Facilities and Operations–Jeff Morris reported the staff is busy with the heating system at WES, shoveling snow, and he completed the Facilities Inspection Tool report and it is available for review.

Director of Transportation–Glen Brown has prices on vans; all buses passed the most recent CHP inspection and we have a good relief driver on-board.

Director of Food Services – Ellen Eggers thanked Jeff and Joe for maintaining the café and THS site so well.

THS Boosters Club – Sadie Fagan reported they have paid a couple of tournament fees; Rotary Club recently gave Boosters a generous donation of roughly \$1,400.00.

### 7.3 Superintendent’s Report – Tom Barnett

Mr. Barnett recognized Jeff and Glenn and their crews for their work during the bad weather. He thanked the Ag. Dept. for the poinsettias and Mr. Bean’s name plaque. He reported on the following: Culinary Arts class and Photography have been able to provide some school services in-house, some of which we used to hire out locally. He hopes the business community will understand how important these opportunities are for our students; we have scheduled the next school safety committee for Thursday, January 30<sup>th</sup>; we had a drug detection dog search done last week at both sites and he appreciates the Sheriff’s Dept. for providing that; he and Jeff spoke have researched the all-weather track and the costs involved, which appear to be more than we previously anticipated. When and if we can provide the track we will also have to build up a fund to maintain it; Cox Bar passed the lapsation resolution and he will be working with Bettina Blackwell to write and submit the required waiver to the State Board of Education; he will attend a Coffee Creek Board meeting to begin discussion on future business services and their plans for the future.

### 7.4 THS Principal’s Report – Christine Camara

Ms. Camara briefly went over the highlights of the written report within the board packet; the search dogs did not find any drugs on campus and she has had positive parental response; she has completed half of her teacher lesson observations; Gear-up College Options Program is providing more funds toward student tutoring; she received a phone call from Umpqua Bank headquarters explaining that our student, Emmanuel King, won an essay contest about why his school is so great and he won the \$2,500.00 prize, which goes to the school. She was able to acknowledge him at the school assembly. He did not know yet and was very excited.

### 7.5 WES Principal’s Report – Keith Sprague

Mr. Sprague reported on the following: The drug dog search at TPA which did not turn up any drugs; girls BB Tourney was last weekend. They go to Crescent City tourney this weekend; he is working on lock-down procedures at the school and went over some specifics; he discussed common core standards regarding listening and speaking skills; staff is excited about the peer observing program; security cameras and server continue to be installed over the break.

7.6 Set Date, Time and Location of Special Board Policy Workshop (Monday, January 27<sup>th</sup> 4:30-7:00 PM)  
MSC Trustees Groves/Beans: Vote; 5 Ayes, 0 Nays, 0 Absent, 0 Abstain.

### 7.7 Second Reading

BP 4000 Through BP 4119.25 - Personnel

AR 4031 Through 4119.25 – Personnel

Exhibit 4112.24 Through 4119.21

Mr. Barnett explained that BP 4020 Drug and Alcohol Free Workplace is not in the packet and he will bring that back to our workshop in January; he gave a review of BP 4040 Employee Use of Technology.

MSC Trustees Fagan/Cloud: Vote; 5 Ayes, 0 Nays, 0 Absent, 0 Abstain.

## 8.0 BUSINESS AND FINANCIAL

#### 8.1 Director of Business Services Report – Cindy Blanchard

Ms. Blanchard went over her report. She feels this shows a much better cash flow than in the past. She will bring the audit report to the January meeting.

#### 8.2 Approval of First Interim Financial Report for the 2013-2014 School Year

Ms. Blanchard gave a power point presentation on the information provided in the packet. She pointed out that there are adjustments in this report due to the new Local Control Funding Formula (LCFF). Class size reduction ratio is 144 students in K-3. Many of our categorical programs are now wrapped into our LCFF base grant. The LCFF is designed to close the achievement gap targeting how we will improve achievement with our low socio-economic, English language learners, and foster care child groups. The flexibility we have had in the past few years will be changed with LCFF. The four grade span levels that the LCFF “grants” are based on (our base revenue limit) are K-3, 4-6, 7-8 & 9-12. Ms. Blanchard went over how accountability is linked to locally developed plans (LCAP) under LCFF. Annual review of the LCAP is required. We will have to track the funds to be certain they are being used to improve education for our targeted socio-economic income student group. The COLA will also be used for LCFF adjustments on all of the funds. 2012-13 will be the “base year”. She expects \$150,000 increase from LCFF compared to base year.

MSC Trustees Groves/Cloud: Vote; 5 Ayes, 0 Nays, 0 Absent, 0 Abstain.

#### 8.3 Approval of Resolution 1314-18 Authorization to Sign Orders Drawn on TAUSD Funds

Motion to approve by Trustee Grove, Second by Trustee Fagan: Roll Call Vote; Trustees Cloud, Beans, Groves, Fagan and Tkach Aye.

#### 8.4 Approval of Resolution 1314-19 Designating Envoy Plan Services, Inc. as the Third Party Plan Administrator for 457(b) Deferred Compensation Plan

Motion to approve by Trustee Cloud, Second by Trustee Fagan: Roll Call Vote; Trustees Groves, Beans, Tkach, Cloud and Fagan Aye.

#### 8.5 Modernization Consultation Proposals

Mr. Barnett spoke with two consulting groups as well as an individual and he feels that we need to put out a request for proposals. He will have more costs and service information by the next Board meeting.

#### 8.6 Update on CalTrans Sidewalk Project at WES

Mr. Barnett passed out a handout with a written update and a preliminary engineering drawing of the project. He gave a presentation with an overhead projection.

#### 8.7 School Vans-Costs and Needs

Mr. Barnett and Glen Brown presented. Mr. Barnett feels that there is occasional need for us to have more than the 3 vans that require a regular class license. There was discussion about purchasing a passenger vehicle which meets different federal safety standards than a van and is also 4 wheel drive. Mr. Brown feels the cost of a large 4 wheel drive car is about twice as much (last bid was \$26,442.00) and there isn't as much room for sports equipment. Mr. Barnett would like the Board to consider safety, age of our vehicles, license class requirements, etc. for a future purchase.

#### 8.7 Approval of Resolution 1314-20 Renewal Application to Participate in the State and Federal Surplus Property Program-State of California Department of General Services

Motion to approve by Trustee Fagan, Second by Trustee Cloud: Roll Call Vote; Trustees Groves, Beans, Tkach, Fagan and Cloud Aye.

#### 8.9 Bus Driver Trainer Stipend

Mr. Barnett explained that we now have a bus driver trainer and he requests that the stipend be placed at \$75.00 per month, which would be a \$25 increase from our prior trainer stipend, which was before unification.

Motion to approve by Trustee Fagan, Second by Trustee Groves: Vote; 5 Ayes, 0 Nays, 0 Absent, 0 Abstain.

## **9.0 INSTRUCTION**

9.1 Administrator's Recommendations: Anticipated Declining Enrollment and Staffing Needs  
Mr. Barnett presented data on the overhead showing the ratio of students to teachers for years 2012-13 and current year 2013-14. We anticipate a drop in 60 students next year with that number leveling off, not increasing, through 2016-17. This equates to \$400,000 to \$500,000 decrease in revenue. The recommendations include savings in staff reduction, discontinue TCOE Co-op services, discontinue using the Starline Press packets that we use for I.S and Adult Ed, reduce athletic travel costs, reduction in the café encroachment, discontinue Coffee Creek consulting services; with these we can bring costs down \$462,000-\$482,000 per year. It was requested to bring the master schedule to the next meeting.

9.2 Update on Common Core State Standard Implementation Plan  
Mr. Barnett handed out an implementation plan schedule. J.C., D.C. and Cox Bar have been participating in these leadership team trainings. The December meeting was K-8 only and January will be 9-12 only. Ms. Camara discussed specifics regarding math curriculum material, more trainings, collaborating between the elementary and high school and feeder schools next year.

## **10.0 ITEMS FOR NEXT BOARD MEETING**

Class/master schedule and the audit report.

## **11.0 BOARD COMMENTS**

Trustee Cloud welcomed Dan Beans and thanked Cindy for her report as well as the entire staff.  
Trustee Fagan thanked the staff and thanked and welcomed Mr. Beans  
Trustee Beans thanked the board and feels the Board is on a good track.  
Trustee Groves discussed declining enrollment and the need to work on increasing our numbers in the future.  
Trustee Tkach welcomed Mr. Beans and he thanked the staff for their input and hard work.

## **12.0 COMMENTS FROM THE PUBLIC CONCERNING CLOSED SESSION AGENDA - None**

## **13.0 ACCEPT CLOSED SESSION AGENDA**

Motion by Trustee Groves, Second by Trustee Fagan: Vote; 5 Ayes, 0 Nays, 0 Absent, 0 Abstain.  
Trustee Tkach called a 5 minute break.

## **14.0 CLOSED SESSION – 9:05 PM**

- 14.1 Government Code Section 54957  
Public Employment - Approval of Resolution 1314-21 Personnel Services
- 14.2 Government Code Section 54957.6  
Conference with Labor Negotiator-Tom Barnett

## **15.0 RETURN TO OPEN SESSION – 9:34 PM**

## **16.0 REPORT OUT OF CLOSED SESSION**

Trustee Tkach reported the following:  
Item 14.1-Motion to approve Resolution 1314-21 by Trustee Fagan, Second by Trustee Groves: Roll Call Vote;  
Trustees Beans, Cloud, Tkach, Groves and Fagan Aye.  
Item 14.2-No reportable action taken.

## **17.0 ADJOURNMENT – 9:35 PM**