

**BONNY DOON UNION ELEMENTARY SCHOOL DISTRICT
REGULAR BOARD MEETING MINUTES**

**January 24, 2019 at 5:30 pm in the Bonny Doon School Library
1492 Pine Flat Road, Santa Cruz, Ca. 95060**

A. OPENING PROCEDURES

The meeting was called to order by Mr. Geluardi at 5:32 pm. The board members present for roll call in addition to Mr. Geluardi were Mrs. Flechsig, and Mr. Zacharia. Mrs. Orsini arrived a few minutes later and Mrs. Cooper's position was vacant at this time. The agenda was modified to Administer the Oath of Office for board appointed member, Mrs. Hartje at this time, and was then unanimously approved on the motion of Mr. Zacharia and seconded by Mrs. Flechsig. The Oath of Office was then administered to Mrs. Hartje by former Board President, Mrs. Rankin, filling the board position vacated by Mrs. Cooper at the December 17, 2018 board meeting.

B. PUBLIC COMMUNICATIONS

Mr. Heffner reported that there were no written communications to report and no oral communications were received at the meeting.

C. CLOSED SESSION: Public Employee Evaluation – Superintendent

The board went into Closed Session at 5:38 pm.

D. OPEN SESSION

The Open Session reconvened at 6:32 pm at which time Mr. Geluardi reported that the board discussed Public Employee Evaluation for Mr. Heffner, Superintendent/Principal.

E. CONSENT AGENDA

The following items were unanimously approved in one vote on the motion of Mrs. Hartje and seconded by Mrs. Flechsig.

- E1. Approval of Minutes: December Meeting
- E2. Approval of Warrants: December
- E3. Approval of 12/31/18 Williams Act Report
- E4. Approval of Contract for Parent education Night and Student Assembly:
Karen Gedig Burbett
- E5. Approval of Contract for Board Retreat Facilitator: Kathleen Howard
- E.6 Personnel Actions:
 - E6.1 Retirement/Resignation: Alison Fuhrman (CSEA Member)
 - E6.2 Request for Partial Leave for 2019-20: Ola Mugnier (CTA Member)

F. ADMINISTRATION OF THE OATH OF OFFICE FOR BOARD MEMBER

The administration of oath took place earlier in the meeting to allow Mrs. Hartje to actively participate in the meeting as a seated board member.

G. ORGANIZATION REPORTS

- G1. Superintendent Heffner: Mr. Heffner thanked science teacher, Mrs. Sommer, and the Class room teachers, students and parents for their involvement in the upcoming Science Fair. He also thanked Mrs. Fuhman, Mrs. Harmon and Mrs. Scholtz-Gross for assisting in the office in Mrs. Cote's absence and the Parents Club for their recent Holiday Craft Fair and Dining for Dollars events. He reported that he attended a budget information session at COE that afternoon and will be attending a Superintendent's Symposium in Monterey January 29th through January 31st. He also reported on the Parent Education presentation on Teasing to be held January 28th, that he and the teachers have been working on student study skills, and that landscaping flags have been placed in preparation of the water tank project work.
- G2. Board Members: Mrs. Flechsig, the Board's Parents' Club liaison, gave an update which included their recent activities including the sale of Warrior tickets, discussions about the library mural, a possible parent mixer in the Spring, moving the Book and Craft Fair to earlier in the fall, participating in the school's website, and a desire to have more time for parents to mingle at Back-To-School Night. Mr. Geluardi, the Board's Santa Cruz County School Boards' Association liaison, reported that at the last meeting, which focused on school safety, he was nominated as the SCCSBA's Vice President. Mrs. Orsini suggested that since he will be going to those meetings she will be available to be a liaison for another school related organization. This will be discussed at a future meeting.
- G3. CTA General Report: There was no CTA report presented.
- G4. CSEA General Report: There was no CSEA report presented.

H. DISCUSSION ITEMS

- H1. Review 2017-18 Audit

Mr. Heffner reported that the final audit had not been received from the auditor but that there were no findings and suggested the board hold a special meeting next week when he expects that the audit will be received and can be sent to board members for their review.

- H2. Review Draft Board Retreat Plans and Agenda for Feb. 6. 2019 @ Bonny Doon School

Mr. Heffner introduced Ms. Kathy Howard, former Soquel School District Superintendent, who will be the facilitator for the upcoming board retreat. She shared a draft agenda and she and the board exchanged ideas for agenda items.

I. ACTION ITEMS

- I.1 Approve 2017-18 Audit: Since the audit was not available this item was postponed until a special board meeting can take place which was scheduled for January 30th at 8:30 a.m. in the office. Mr. Heffner will be out of town but available to participate by conference phone call. His location will be included on the agenda which will also be available at his location. Mr. Geluardi, Mrs. Flechsig and Mrs. Hartje will attend the meeting and Mr. Zacharia and Mrs. Orsini will be back up to anyone who may expectantly be unable to attend.

J. NEXT REGULAR BOARD MEETING: FEBRUARY 25, 2019 AND FUTURE AGENDA ITEMS (Note: Special Meeting on January 30, 2019 at 8:30 am)

- J1. Accept 2017-18 School Accountability Report
- J2. Board Member Liaisons
- J3. Water Tank Project
- J4. School Cancellation Notification Procedure in a Power Outage
- J5. Review/Renegotiate BD Preschool Lease
- J6. District Budget Study Session & Presentation by Jean Gardner from COE
- J7. Approve Updated Board Goals
- J8. CTA & CSEA Negotiations (Mar)
- J9. Approval of 2019-20 School Year Calendar (Mar)
- J10. Selection of Board Member Speaker for Graduation (Apr)
- J11. Declaration of Need for Qualified Educators (May)
- J12. Approve LCAP and 2019-20 Budget (June)

K. ADJOURNMENT

The meeting was adjourned at 7:50 p.m.

Respectfully Submitted:

Mike Heffner

Mike Heffner, Board Secretary

Catelyn Orsini

Catelyn Orsini, Board Clerk

MINUTES APPROVAL DATE: 2/25/19

On the motion of Mr. Geluardi and seconded by Mrs. Flechsig

VOTE: 5 Ayes (-0-Nays)

Abstention: -0-

Absent: -0-