

**MONTECITO UNION SCHOOL DISTRICT  
BOARD OF TRUSTEES MEETING  
Board Meeting Minutes  
November 16, 2021**

Present: Mrs. Susannah Osley, President, Mr. Chad Chase, Vice President, Mrs. Jacqueline Duran, Member and, Mrs. Jessica Smith, Member, and Mr. Peter van Duinwyk, Member.

Staff Present: Mr. Anthony Ranii, Superintendent, Ms. Virginia Alvarez, Chief Business Official, Dr. Nick Bruski, Principal, Mr. Rusty Ito, Assistant Principal, and Mrs. Autumn Noe, Executive Assistant.

**Call to Order**

Board President, Mrs. Susannah Osley called the meeting to order at 3:30 p.m. Mr. Chad Chase was not present when the meeting was called to order.

**Public Comment on Closed Session Items**

There was no public comment for Closed Session Items.

**Closed Session**

Board President, Mrs. Susannah Osley reported that the Board would be going into Closed Session. Mr. Chad Chase arrived at 3:35 p.m.

Public Employee Performance Evaluation: Superintendent's Goals 2021-2022 (Government Code Section 54957), Title: Superintendent

**Reconvene to Open Session**

**Report Out of Closed Session**

The Board reconvened to Open Session and Mrs. Susannah Osley there was no reportable action taken in Closed Session.

**Opening Business**

**Public Comment for Items Not on the Agenda**

4<sup>th</sup> Grade student, Ms. Piper Herlihy spoke to the Board about making the day after Halloween a day with no school and explained her reasoning for the recommendation. Mr. Anthony Ranii explained the public comment process to Ms. Herlihy. The Board expressed gratitude for Ms. Herlihy attending the meeting to speak.

**Approval of Agenda**

Mr. Peter van Duinwyk made the motion to approve the Agenda. Mr. Chad Chase seconded. Motion carried 5-0, members: Chase, Duran, Osley, Smith, and van Duinwyk.

**Correspondence and Board President's Letter**

Mrs. Susannah Osley and Mr. Anthony Ranii reported receiving emails regarding the 5<sup>th</sup> Grade Colonial Trip and they reported that they would include the correspondence at Item: COVID-19: Update.

**Montecito Union School Foundation Presidential Report**

Mrs. Tara Fergusson was not present as she was hosting a Montecito Union School Foundation event, however she emailed a brief report. Mr. Anthony Ranii read the email, she reported that the pancake breakfast was successful and she expressed gratitude for support of the foundation.

**COVID-19 Update**

Mr. Anthony Ranii explained that there continues to be zero cases of COVID this year and that 170 students and staff members that developed COVID symptoms have been tested and returned back to school. He also reported that he has been working with the 6<sup>th</sup> grade teachers in order to plan the

overnight WOLF trip. He explained that most of the activities happen outdoors and the students will sleep indoors, however they are working on additional precautions of students being tested for COVID the day prior to the trip.

Mr. Anthony Ranii also made an informal recommendation that the 5<sup>th</sup> Grade Colonial Trip should not be planned this year as it is not safe due to COVID. He explained that students and chaperones would be vaccinated and others may not be and that it would be difficult to enforce people attending the trip to be vaccinated. He also explained that the trip travels out of State and attends highly populated public places, which increases risk. He discussed the logistics if a student, staff member, or parent tested positive for COVID and the requirement to isolate and the person not being able to go on with the traveling trip. Another difficult item would be accepting donations for the trip, the limitations on returning donations if the trip was canceled, and the possibility of not being refunded if the trip was canceled. Lastly, he also reported that he has had conversations with the Santa Barbara Public Health Department and they do not recommend non-essential travel out of state.

Mr. Chad Chase requested clarification regarding purchasing private insurance for the trip. The Board also discussed whether or not requiring vaccinations to attend the trip would be allowable as a public school.

Mrs. Susannah Osley reported that Mrs. Olivia Marr had emailed the Board and was present to read her correspondence to the Board. Her email requested that the Board reinstate the 5<sup>th</sup> Grade Colonial Trip for Spring 2022 as it has been an important MUS tradition. Her email was signed on behalf of other 5<sup>th</sup> grade parents who also agree of the importance of the trip. It was also reported that Mr. and Mrs. Crail sent an email in support of the Washington trip. Mrs. Olivia Marr explained that they are interested in working on finding a solution for the trip to occur. Mrs. Kelly Shiffman, Mrs. Jennifer Stein, and Mrs. Kat Jacobs were present and voiced their support of the trip.

The Board continued to discuss safety as the most important factor of the trip. Mrs. Susannah Osley made the suggestion to the Board as to the direction the administration should be taking regarding the trip. The Board continued to discuss the logistics. The Board inquired as to the support from staff and administration. Dr. Nick Bruski agreed with Mr. Ranii's recommendation and as a public school that the trip should be inclusive of all.

As the Board continued to have questions, the Board directed staff to gather additional information and present to the Board at the December meeting.

### **COVID-19: Vaccination Clinic**

Mr. Anthony Ranii reported that in partnership with Von's Pharmacy in Montecito, the school will be hosting a vaccine clinic for 5–11-year-olds for the Pfizer-BioNTech COVID-19 vaccine and that there have been 80 appointments scheduled.

***Strategic Initiative #1A: Academic Excellence and Whole-Child Success (Design and implement a Multi-Tiered System of Support that provides intervention, enrichment, and differentiation to meet the diverse needs of ALL students.)***

### **MTSS: Conference Week, Before, and After School Groups**

Mr. Anthony Ranii described the different interventions that have been offered to students before or after school to support their learning growth for the first trimester of the year. He explained that in the second trimester additional offerings are being scheduled for the shortened days during conference week, including two six-week pilots with afterschool intervention. These include: all 4<sup>th</sup> graders who have been invited to an after-school fractions boot camp, 2<sup>nd</sup> and 3<sup>rd</sup> graders that have been identified are invited to a 4-day reading intervention, and kindergarteners and 1<sup>st</sup> graders will continue during

conference week. He reported that after parent conference week, the 2<sup>nd</sup> and 3<sup>rd</sup> grade reading intervention will continue and a math fact fluency program will be open to 4<sup>th</sup>-6<sup>th</sup> graders four days a week.

***Strategic Initiative #1B: Academic Excellence and Whole-Child Success (Integrate a variety of learning experiences across all curricular areas for each student. Provide problem-solving opportunities to research, design, create, test, reflect upon, and explore concepts.)***

**Integrated Learning Spotlight: 5th Grade Native American Unit that Integrates Science, Social Studies, Visual Art, and Writing**

Mr. Anthony Ranii gave the Board an example of what integrated learning looks like for Ms. Nimitarnun's 5<sup>th</sup> grade class while working on a Native American Unit. This style of teaching allowed one lesson to combine; science, art, social studies, and writing.

The Board continued to discuss their gratitude for Ms. Nimitarnun's work.

***Strategic Initiative #1C: Academic Excellence and Whole-Child Success (Collaborate with and contribute to local and global communities to promote learning, leadership, and activism through service. Help students develop and display empathy and an understanding of various generations, schools, languages, and cultures.)***

**Hearts of Gratitude Activities**

Mr. Anthony Ranii explained that Mrs. Michelle Villegas and Mrs. Tina Bourbeau partnered together to offer recess activities that express gratitude. Students were given gratitude topics and upon completion would create a heart of gratitude tree.

***Strategic Initiative #1D: Academic Excellence and Whole-Child Success (Create a cycle of continuous growth, support, and reflection for our specialist and enrichment programs.)***

**2022-2023 Specialist Planning for During Construction**

Mr. Anthony Ranii explained that during renovation of Buildings D and E, specialists will not have a classroom to teach from and will be traveling to classrooms or teaching outside. As the specialists plan for this new way of teaching during the renovation there has been complexities that have been discussed: storage, location, scheduling and travel time, pedagogy, sound, and creating additional spaces. After discussions with staff, he proposed that 8 portables instead of the planned 6 would create much needed additional space.

***Strategic Initiative #2. Student Character and Wellness (Promote high character and the consistent demonstration of kindness, respect, and integrity. Give students skills to communicate effectively and display appropriate social skills and manners. Nurture students socially and emotionally, and help them develop mindfulness, health, and advocacy skills. Instill a strong sense of empathy and a need to respect the views of others.)***

**Recess Activities**

Mr. Rusty Ito gave the Board a presentation of the lunchtime activities offered to all students. He explained that on the terraces there are team games that could be played such as, flag football, Gaga Ball, Spike Ball, and Knockout. There are also other options for students such as chess, Jenga, Legos, beading, kindness and gratitude projects, rainbow looms, origami, Garden Club, Art at Lunch, and an upper grade book club.

***Strategic Initiative #3. Environmental Stewardship (Expand community-wide environmental literacy, advocacy, and leadership opportunities. Make decisions through a sustainability lens. Initiate programs to be carbon free and to minimize our resource consumption. Consistently reduce, reuse, recycle, and compost, striving for zero waste.)***

#### **Solar Update**

Mr. Anthony Ranii reported that the solar project is 100% completed with permission to operate being granted. On December 8<sup>th</sup> it is planned that Southern California Edison will make the connection to the solar panels. The pathway from 5<sup>th</sup> grade to the Nature Lab has not been completed as there is a concrete shortage and they are waiting on materials for the bridge.

#### **Donations Instead of Landfill**

Mr. Anthony Ranii explained that with the assistance of Ms. Sammy Simon there is a new system for donating items such as used furniture and supplies. He explained that the new approach can be time consuming, but environmental stewardship is important.

***Strategic Initiative #4. Safe, Efficient Facilities (Improve the safety, efficiency, accessibility, and utility of our physical structures and grounds to support student learning. Ensure all structures are properly maintained. Develop and implement a vision for our adjacent property in keeping with our Strategic Plan.)***

#### **Building D and E: Scope of Work**

Mr. Anthony Ranii described the scope of work for buildings D and E in detail. The general items for Building D and E will include new and updated electrical, plumbing, sewer, restrooms, HVAC, ADA accessibility, hazardous materials abatement, windows and doors, and air conditioning. He explained that in Building D there will be an installation of two elevators, one for access from the school office to the District office and another one that connects the black top area to the main floor with an additional new access to the art and music rooms. Mr. Ranii went through all areas that would be improved and explained the changes in detail. He also reported to the Board that he would be making a video with this same presentation so that the information was available to parents and staff.

#### **Electric Panel Update**

Mr. Anthony explained that with the connection to the solar grid, Southern California Edison will shut down the power on December 8<sup>th</sup> and after the connection is made, Blum Electric will remove the old panel and replace it with a smaller panel.

#### **Nature Lab Update**

Mr. Anthony Ranii reported that the benches for the STAD-ium have been delivered. He currently is working with the Montecito Union School Foundation on planting native tall trees, hedges, and plants to mitigate the noise and lights to the western edge of the property line.

***Strategic Initiative #5. Staff Support (Attract, retain, and support high-quality staff as an integral part of our success. Promote staff growth in all job categories through varied and differentiated professional development consistent with high standards of excellence. Nurture a culture of inclusiveness, wellness, and balance.)***

#### **Educator Effectiveness Block Grant: Draft Proposal**

Ms. Virginia Alvarez presented the Educator Effectiveness Block Grant for the Board and the public to review and give feedback. She explained the condition of receiving funds for educator effectiveness grant that the plan be developed and adopted with an explanation in a public meeting of the school district. The draft proposal presented would support teachers, other instructional support staff, and administrators in professional development.

### **Facilities and Maintenance Organization Review and Job Analysis (Action Item)**

Ms. Virginia Alvarez explained that the facilities and maintenance staff's duties have evolved as the District's education initiatives and facilities needs evolve. The upkeep has also evolved associated with various trades, including landscaping, irrigation, plumbing, carpentry, masonry and the operation of heavy equipment. She explained that with the addition of the Nature Lab as a learning space, it has had a significant impact on the workload and has changed the duties that are in addition to the custodial maintenance and grounds keeper duties. She explained that in these instances a job analysis is necessary to make sure that the District is in compliance with applicable laws and regulations, as well as to examine the tasks being performed and the skills and training needed for staff to perform such duties in a safe manner.

The current organization includes the Assistant Principal as the head of the facilities department, the Facilities Manager as the lead staff member for the daily organization of facilities, maintenance and coordination of the custodial and maintenance staff's daily duty schedules, and eight facilities/maintenance/groundskeeping staff members. This organization does not reflect the trades skills and training needed to upkeep the facility and a reorganization is necessary. The proposed reorganization will keep the same number of staff members and supervisory structure in place, and organize the eight staff positions in two categories. Four of these positions will be in a new category as Facilities and Maintenance Trades Person, which also includes the duties of the Maintenance and Grounds positions with the addition of various trades including landscaping, irrigation, plumbing, carpentry, masonry, and the operation of heavy equipment. Three of these positions will have day-time work schedules and one will be assigned an evening schedule. These new positions will also have a pay scale that reflects the skills and experience needed to perform these duties, and the evening lead position will have an additional 2% pay of the annual salary for serving as the lead. The current eight staff members have the opportunity to apply for these new four positions and if more than four apply a selection process will be held.

The other four positions will remain as Maintenance and Groundskeeper, with two of these positions having a day work schedule and two evening schedules. The current job description is accurate for these positions. The salary schedule does need to be adjusted to better reflect the market rate and a revised schedule is also proposed.

The Board asked clarifying questions and expressed their appreciation for the depth of the analysis and to the facilities staff members for their commitment to MUSD. The Board reiterated the importance that proper training be provided and that safety protocols be reviewed prior to staff being assigned to perform duties that require specialized training, such as operating heavy equipment for example.

Mrs. Jacqueline Duran made the motion to approve the proposed New Organization and Salary Structure, including the salary schedules, as presented, of the Facilities and Maintenance Review and Job Analysis. Mr. Peter van Duinwyk seconded. Motion carried 5-0, members: Chase, Duran, Osley, Smith, and van Duinwyk.

### ***Strategic Initiative #6. Financial Sustainability (Ensure financial sustainability now and into the future through intentional spending and the building of reserves over time.)***

#### **MTSS/Science .5 FTE Instructional Assistant (Action Item)**

Ms. Virginia Alvarez explained that the Multi-Tier Systems of Support (MTSS) includes two teachers on special assignment and one of those teachers will be on personal leave starting January 2022 for the remainder of the school year. In order to continue the MTSS work an additional support staff person needs to be hired. After an in-depth discussion with the MTSS team and the Principal, it is recommended that instead of hiring a long-term substitute, a part time Instructional Assistant be hired for the remainder of the 2021-2022 school year only to assist the MTSS team and Science Teacher.



The fiscal impact of this change will be absorbed by the difference of the cost of the leave of absence and the current budget amount for a full-time teacher.

Mr. Peter van Duinwyk made the motion to approve the addition of one part-time instructional assistant for the 2021-2022 school year. Mr. Chad Chase seconded. Motion carried 5-0, members: Chase, Duran, Osley, Smith, and van Duinwyk.

***Strategic Initiative #7. Community Focus (Strengthen connections and collaboration between Montecito Union School and the greater Montecito community.)***

**Community Events**

Mr. Anthony Ranii described to the Board the most current events held or hosted at MUS.

**Governance**

**Board Organizational Meeting Discussion**

Mr. Anthony Ranii reminded the Board that at the Organizational Meeting the Board will select a President and Vice-President, formally adopt the board meeting calendar, and give feedback on Board representatives to Superintendent Committee assignments.

Mrs. Jacqueline Duran made the motion to approve December 14, 2021 as the date for the Governing Board Organizational Meeting. Mrs. Jessica Smith seconded. Motion carried 5-0, members: Chase, Duran, Osley, Smith, and van Duinwyk.

**Superintendent's Report**

Mr. Anthony Ranii gave the Board an update on a change to concentration grant funding and supplemental funding, which would be changing the school funding model. He explained that this could have a slight impact on the amount of funding received, but the issue is that the funding model is being changed.

**Board Reports**

Mr. Chad Chase confirmed with the Board that as the School Board Representative to the Santa Barbara County Committee that they would continue to abstain from voting.

**Consent Agenda**

Regular Board Meeting Minutes - October 19, 2021

Warrants (October 12, 2021- November 8, 2021)

Personnel Action Items

California State University Channel Islands Nursing Education Affiliation Agreement  
(1/15/2022-1/14/2025)

Mrs. Jessica Smith made the motion to approve the Consent Agenda. Mr. Peter van Duinwyk seconded. Motion carried 5-0, members: Chase, Duran, Osley, Smith, and van Duinwyk.

**Closing Business**

**Suggested Agenda Items for Future Board Meetings and Board Business**

The Board discussed that with the new COVID-19 variant and the California School Board Association Conference planned for attendance in San Diego they would like to look into the possibilities of canceling the Board's attendance.

The Board discussed Ms. Piper Herlihy's request and that Mrs. Susannah Osley would email her expressing gratitude for her attendance at the Board meeting.

Draft Budget Calendar  
Local Control Accountability Plan (LCAP)  
Budget Hearing: Budget Overview  
Public Hearing: Annual Organizational Meeting  
Superintendent Committee Appointments  
Developer Fee Annual and Five-Year Report  
First Interim Report  
Report on CSBA/AEC Board Conference  
Nature Lab Policy and Use Agreement

**Board Evaluation of the Meeting**

Mr. Chad Chase expressed satisfaction with the Board being able to agree and disagree on the topic of the 5<sup>th</sup> Grade Colonial Trip.

**Adjournment**

Mr. Chad Chase adjourned the meeting at 7:28 p.m. Mrs. Jessica Smith seconded. Motion carried 5-0, members: Chase, Duran, Osley, Smith, and van Duinwyk.

Respectfully submitted,



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Mr. Chad Chase  
Board Vice-President