

**MONTECITO UNION SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING**

Board Meeting Minutes
September 15, 2020

Due to the COVID-19 Pandemic, special procedures were followed for the board meeting. The meeting was held in the lower courtyard of Building A where the second and third grade classrooms are located.

Board Present: Mrs. Kate Murphy, President, Mrs. Susannah Osley, Clerk, Mrs. Marilyn Bachman, Member, and Mr. Chad Chase, Member.

Mr. Peter van Duinwyk, Member, participated through Zoom from 575 Live Oaks Road, Santa Barbara, CA 93108.

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. Kate Murphy called the meeting to order at 3:32 p.m.

Public Comment on Closed Session Items

There was no public comment on Closed Session Items.

Closed Session

Board President, Mrs. Kate Murphy reported that the Board was going into Closed Session at 3:32 p.m.

Public Employee Performance Evaluation: Superintendent's Goals 2020-2021
(Government Code Section 54957), Title: Superintendent

Reconvene to Open Session

Report Out of Closed Session

The Board reconvened to Open Session and Board President, Mrs. Kate Murphy reported that there was no action taken in Closed Session.

Opening Business

Public Comment for Items Not on the Agenda

There was no public comment.

Approval of Agenda

Mrs. Susannah Osley made the motion to approve the Agenda. Mrs. Marilyn Bachman seconded. Motion carried 5-0, members Bachman, Chase, Murphy, Osley, and van Duinwyk.

Correspondence

There was no correspondence reported.

Montecito Union School Foundation

Mrs. Tara Fergusson gave the Board a report on the Montecito Union School Foundation. She reported that they are in the process of launching a new website which will include the ability for parents to buy MUS clothing. She also reported on the Nature Lab and the new section on the website will inform parents as to the changes that are occurring or planned for the space.

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.)

Approval of Reopening of MUS to In-Person Classes No Earlier than September 28

Mr. Anthony Ranii reminded the Board that at the August Board Meeting, the Board granted the Superintendent the authority to determine if MUS should apply for a waiver to return to in-person instruction. He has since held meetings and conducted surveys with parents and staff. The results for the parent survey had 306 responses with 89.9% indicating that they believe that the school should apply for a waiver for in-person instruction. For the staff survey, 60 staff employees responded and 65% indicated that they believe that the school should apply for a waiver for in-person instruction. Community members also were surveyed and 60% reported that the school should apply for a waiver for in-person instruction. Mr. Anthony Ranii reported that after conducting the surveys, he went forward with applying for the waiver to allow for in-person instruction. He also reported that the Montecito Teachers' Association approved the proposal which included: specialists' instruction through Zoom, a new schedule for the year or until COVID-19 is no longer a threat, increased prep time for teachers, approval of changes to work conditions: which include teachers supervising students during specialist Zooms, assisting with pick up, and the approval of two stay at home options; independent study and modified distance learning. Mr. Anthony Ranii also discussed the possibility of school reopening without the necessity of a waiver due to Santa Barbara County having a "red" designation for 14 days.

He discussed the creation of small cohorts, intense hygiene protocols, outdoor classrooms, and the overall community having lower COVID-19 cases. He also referenced the comprehensive plan that has been created and implemented. His proposal is to open for in-person instruction no earlier than September 28, 2020.

Mr. Chad Chase inquired about liability and if it would be beneficial to have families sign waivers. Mr. Anthony Ranii explained that it would not be legal to enforce and there could still be liability.

Mr. Peter van Duinwyk inquired about adding an additional COVID-19 testing date closer to the start of school.

Ms. Virginia Alvarez explained that staff are required to perform self-screening with temperature checks prior to coming to school.

The Board continued to ask questions about potential positive case scenarios. Mr. Anthony Ranii that the Santa Barbara Public Health Department protocols are followed related to any COVID-19 positive case reporting.

Mr. Anthony Ranii reported receiving two public comments and some phone calls regarding the waiver and in-person instruction. Mr. Robert Graham emailed the Board about his safety concerns and recommended the school not opening to in-person learning even if the waiver is granted. Mr. Aaron Edelheit emailed expressing his excitement regarding the possibility of in-person learning. Mr. Anthony Ranii also reported receiving inquiries to a potential date change to the proposed Monday, September 28th, start day as it is Yom Kippur. Mr. Anthony Ranii read his response to families regarding the date chosen and the sensitivity to a religious holiday. He explained that this date would have fallen on a school day during the regular school year and students would still be required to attend.

The Board continued to discuss the start date and past practice with religious holidays that fall on school days.

Mrs. Susannah Osley made the motion to authorize Mr. Anthony Ranii to re-open Montecito Union School for in-person instruction no-earlier than September 28, 2020 provided that the school 1) either obtains a waiver or is authorized to reopen due to Santa Barbara County having a "red" designation for 14 days, and 2) has adequate staffing that is healthy and free from COVID-19. It is also recommended that the superintendent be granted the authority to delay the reopening date if conditions were to change. Mrs. Marilyn Bachman seconded. 4-0, members Bachman, Murphy, Osley, and van Duinwyk. Mr. Chad Chase abstained from voting.

Approval to Change Date of Professional Development from October 9, 2020 to September 25, 2020

Mr. Anthony Ranii recommended that the Board approve the change to the planned Professional Development day from October 9, 2020 to September 25, 2020. He explained that the date change allows a full work day for teachers and other staff to prepare for the first day of in-person learning.

Mr. Chad Chase made the motion to approve the date change of professional development from October 9, 2020 to September 25, 2020. Mrs. Marilyn Bachman seconded. Motion carried 5-0, members Bachman, Chase, Murphy, Osley, and van Duinwyk.

Approval of Staggered Start and End Times to Maintain Student and Staff Safety

Mr. Anthony Ranii made the recommendation of a five-day-a-week staggered school schedule: TK/Kindergarten 8:30-1:15, 1st Grade 8:30-1:30, 2nd and 3rd Grades 8:30-2:00, 4th Grade 9:00-2:30, 5th and 6th Grades 9:30-3:00. He explained that in order to minimize lost instructional time the proposal would include eliminating afternoon recess. This plan was approved by the Montecito Teachers' Association.

Mrs. Marilyn Bachman made the motion to approve the presented staggered start and end times. Mr. Chad Chase seconded. Motion carried 5-0, members Bachman, Chase, Murphy, Osley, and van Duinwyk.

Mr. Peter van Duinwyk asked about state requirements.

Approval to Continue Zoom Instruction for Specialists During In-Person Instruction Until Conditions Improve

Mr. Anthony Ranii explained that the California Department of Public Health stresses the need for social distancing and the creation of small cohorts for students. He explained that each classroom will be a distinct cohort that will have class together, eat lunch together, have recess together and wait to be picked up together. Certificated specialists that teach physical education, art, music, library, and Spanish work with all of the students in the school and that does not meet the health guidelines. He recommended that all specialist teachers continue to use Zoom instruction, with students accessing the lessons and participating through their devices in order to adhere to safe practices.

The Board continued to discuss the importance of cohorts in order to keep staff and students safe.

Mr. Chad Chase made the motion to approve continued Zoom instruction for Specialists during in-person instruction until conditions improve. Mrs. Susannah Osley seconded. Motion carried 5-0, members Bachman, Chase, Murphy, Osley, and van Duinwyk.

Approval of Change of Working Conditions for Certificated Staff Members

Mr. Anthony Ranii recommended that when instructional assistants are on campus during a specialist class, the instructional assistant of a classroom (already a part of that classroom cohort) would be

responsible and would be physically present to ensure students follow the rules. He explained that when instructional assistants are not on campus during a specialist class, the classroom teacher would be responsible and physically present to ensure students follow the rules while they are on Zoom. He also recommended that classroom teachers remain with their class during the pick-up process. The Montecito Teachers' Association approved the change in working conditions.

Mrs. Marilyn Bachman made the motion to approve the Change of Working Conditions for Certificated Staff Members. Mrs. Susanna Osley seconded. Motion carried 5-0, members Bachman, Chase, Murphy, Osley, and van Duinwyk.

Approval of Two Stay-at-Home Options

Mr. Anthony Ranii continued to review the parent survey results and reported that 11.5% of families stated that they would choose to have their child continue with at home instruction. He explained why MUSathome would not be a solution as they would need one teacher from each grade level and this in turn would raise class sizes for in-person learners. He presented two options that would be offered to parents that want their children to stay home; modified distance learning and independent study. He explained the difference between the two and that modified distance learning would allow students to participate with all specialists over Zoom. Both plans were approved by the Montecito Teachers' Association.

Mr. Chad Chase inquired about other options for families for at home instruction. Mr. Anthony Ranii explained that if those numbers were higher or increased the plans would also have to change. This would cause the reshuffling of teachers and students and would be a difficult situation for students and families.

Mrs. Susannah Osley made the motion to approve the Two Stay-at-Home Options: 1) independent study, and 2) the modified independent program. Mr. Peter van Duinwyk seconded. Motion carried 5-0, members Bachman, Chase, Murphy, Osley, and van Duinwyk.

Mr. Chad Chase stated that it was essential to provide the best education for students that are not able to attend in person. He also inquired about devices and internet connectivity.

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 Project Update

Mr. Anthony Ranii gave the Board an update to the solar project and reported that the house at the adjacent property has been demolished and there has been a geotechnical engineering team on site to take measurements. 3-Dimensional renderings are currently being developed for the solar shade structure also known as the Collaboratory.

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.)

Presentation of Outdoor Classroom Plan

Mr. Anthony Ranii presented photos and the plan for each classroom outdoor space. All spaces will have natural shade or shade canopies.

Presentation of Pick-Up Plan to Maintain Small Cohorts

Mr. Anthony Ranii gave the Board a presentation on the proposed pick-up plan. He explained that it is safety focused, keeping all cohorts separated, and there was a focus on the plan to decrease the number of students per lot at drop off and pick up.

Nature Lab Update

Mr. Anthony Ranii gave the Board an update to the low tree house and the chicken coop that are currently being built for the Nature Lab. He is currently meeting with landscape architects to design the paths and for irrigation of the property. The facilities team is working on grading the parking area and moving boulders to define a safety barrier.

Secure Perimeter Update

Mr. Anthony Ranii presented pictures of the newly installed rolling gates at the main parking lot. He expressed gratitude to Mr. Jesse Landeros for being efficient on getting the fencing installed before the start of school. He also explained that work on the front steps is currently being performed in order to allow for an accessible ramp.

Approval to Purchase a Track Loader

Mr. Anthony Ranii recommended to the Board the purchase of a track loader at a cost of approximately \$32,325. He explained that in the past several years a rented track loader has been utilized for work around campus. Mr. Jesse Landeros researched the purchase of the equipment and the cost would pay for itself after 96 days. He explained that with the work planned at the Nature Lab this piece of equipment would be beneficial.

Mr. Peter van Duinwyk spoke to the security of where the tractor will be parked in order to deter people from getting on it.

Mr. Chad Chase made the motion to approve the purchase of a track loader from Griffin Rental/Asset Equipment at a maximum cost of \$32,325. Mr. Peter van Duinwyk seconded. Motion carried 5-0, members Bachman, Chase, Murphy, Osley, and van Duinwyk.

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.)

Ratification of Merso Labs Selection and COVID-19 Testing Protocol

Mr. Anthony Ranii asked the board to ratify the decision to select Merso Labs for COVID-19 testing and to approve the plan for continued testing of employees. The Santa Barbara Public Health Department recommended that prior to the reopening of school all school staff need to complete a baseline COVID-19 test with continual testing. Mr. Anthony Ranii contacted several labs, and Merso Labs was selected based on cost, availability, customer service, and reputation working with public institutions. Mr. Anthony Ranii explained that Merso Labs will bill insurance and apply for grant money for any uninsured staff members or students before billing Montecito Union School District.

Mrs. Kate Murphy spoke to the type of tests that are being offered. Mr. Chad Chase made the recommendation to grant Mr. Anthony Ranii the authority to use different labs based on the types of tests that are available or as he sees fit.

Mr. Peter van Duinwyk made the motion approve the Ratification of Merso Labs Selection and COVID-19 Testing Protocol. Mrs. Susannah Osley seconded. The Board continued to discuss Mr. Chad Chase's recommendation. The vote was 0-5 against, members Bachman, Chase, Murphy, Osley, and van Duinwyk; motion failed.

The Board agreed to add Mr. Chad Chase's recommendation to the motion in order to grant Mr. Anthony Ranii the authority to use different labs based on the types of tests that are available or as he sees fit.

Mr. Peter van Duiwyk made the motion to approve the Ratification of Merso Labs Selection and COVID-19 Testing Protocol and to grant the authority to Mr. Anthony Ranii to use a different lab for testing. Mrs. Susannah Osley seconded. Motion carried 5-0, members Bachman, Chase, Murphy, Osley, and van Duiwyk.

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

Public Hearing: Learning Continuity and Attendance Plan

Mr. Anthony Ranii and Dr. Nick Bruski explained that the Learning Continuity Plan template reports the planning process for the 2020–21 school year and includes descriptions of the following: addressing gaps in learning; conducting meaningful stakeholder engagement; maintaining transparency; addressing the needs of unduplicated pupils, students with unique needs, and students experiencing homelessness; providing access to necessary devices and connectivity for distance learning; providing resources and supports to address student and staff mental health and social emotional well-being; and continuing to provide school meals for students.

Mr. Anthony Ranii said that the final document must be approved on or before September 30, 2020. The Board agreed upon a special board meeting to be held on September 29, 2020 and everyone agreed to meet through Zoom for the meeting.

Mrs. Kate Murphy opened the public hearing at 5:54 p.m. for the Learning Continuity and Attendance Plan. There were no comments. The public hearing was closed at 5:54 p.m.

2019-2020 Unaudited Actuals, All Funds

Ms. Virginia Alvarez gave a presentation of the unaudited actuals. She gave highlights of the 2019-2020 school year and what was accomplished including the response to the closure due to COVID-19. There were bids and contracts for facilities projects to be completed; North Parking Lot and Play Area Access, District Wide Fire Alarm Replacement Project, and the Solar Energy Efficiency Project. She reported on the expenditure categories and summary of all funds financial activities and ending balances. She reported that Montecito Union School ended the year in a stable financial position. The total General Fund revenue from all sources was \$15,770,984 and General Fund expenditures were \$14,318,957. Ms. Virginia Alvarez explained in detail the financial activities and ending financial position as reflected in the executive summary below.

Ending Fund Balance, and Facilities Projects in Program Summary

Unaudited Actuals Summary		
Revenue	\$15,770,984	Including \$573,888 on behalf STRS
Expenditures	\$14,318,957	Including \$573,888 on behalf STRS
Difference	\$1,452,027	
Transfers In	\$18,000	OPEB
Reserves Transfer Out to Fund 40	\$1,688,562	Towards buildings D&E renovation
Ending balance	(\$218,535)	Not a deficit, due to above transfer

Ms. Virginia Alvarez also explained the activities and ending fund balance of all the other District Funds, including additional expenditures for ongoing projects. She also explained that there was cost savings; certificated salaries, classified salaries, employee benefits, books, supplies, services and other operating expenses due to the March closure. There was also a cost savings in other operating

expenses due to the cancelation of WOLF, Disneyland, Knott's Berry Farm and transportation costs of all other field trips.

Mr. Chad Chase made the motion to approve the 2019-2020 Unaudited Actuals, All Funds. Mrs. Marilyn Bachman seconded. Motion carried 5-0, members Bachman, Chase, Murphy, Osley, and van Duinwyk.

Resolution #20/21-04: To Adopt the "Gann Limit"

Ms. Virginia Alvarez explained the annual mandated requirements for the adoption of the Gann Limit, which is a requirement for school districts. The Gann Limit is intended to constrain growth in state and local government spending by linking year-to-year changes in expenditures to changes in inflation and caseloads.

Mrs. Marilyn Bachman made the motion to approve Resolution #20/21-04: To Adopt the "Gann Limit". Mr. Peter van Duinwyk seconded. Motion carried 5-0, members Bachman, Chase, Murphy, Osley, and van Duinwyk.

Approval of Completed Contract for 363 San Ysidro Road Demolition Project

The Board discussed the ease of working with Bob's Back Hoe on demolition of the house.

Mrs. Susannah Osley made the motion to approve the Completed Contract for 363 San Ysidro Road Demolition Project. Mrs. Marilyn Bachman seconded. Motion carried 5-0, members Bachman, Chase, Murphy, Osley, and van Duinwyk.

Governance

Superintendent's Report

Mr. Anthony Ranii gave the Board an update to the administrative cabinet meetings. He expressed his gratitude for Ms. Virginia Alvarez and her work with staff. He explained how substitute teachers will be assigned and how the Human Resources function has been impacted with COVID-19 related leaves and staffing.

Board Reports

There were no reports given.

Consent Agenda

Regular Board Meeting Minutes - August 18, 2020

Personnel Action Items

Warrants (August 11, 2020 - August 31, 2020)

Mr. Peter van Duinwyk made the motion to approve the Consent Agenda. Mrs. Marilyn Bachman seconded. Motion carried 5-0, members Bachman, Chase, Murphy, Osley, and van Duinwyk.

Closing Business

Suggested Agenda Items for Future Board Meetings and Board Business

Board Evaluation of the Meeting

The Board discussed the use of the Owl camera system.

Adjournment

Mr. Chad Chase made the motion to adjourn the meeting at 6:35 p.m. Mrs. Marilyn Bachman seconded. Motion carried 5-0, members Bachman, Chase, Murphy, Osley, and van Duinwyk.

Respectfully submitted,



Mrs. Susannah Osley
Board of Trustees Clerk