

**MONTECITO UNION SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING
Board Meeting Minutes
December 14, 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.

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.

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 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

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

Correspondence and Board President's Letter

There was no correspondence.

Montecito Union School Foundation Presidential Report

Mrs. Tara Fergusson was present to report that 100% of the Montecito Union School Foundation Board, the Montecito Union School Board of Trustees, the Administration, and Teachers have made donations to the annual fund. She also reported that 41% of MUS families have participated with a total of \$83,000 in donations. The Foundation have planned for a pledge day on December 15th with postcards being mailed out, Foundation board members at car pick up reminding parents to donate, and a Nature Lab tour planned for families. Mrs. Tara Fergusson also reported that a grant was received from the Craig McCaw Foundation to plant additional trees. She also expressed appreciation for parent, Mrs. Brook Eiler as she has come forward to donate her expertise as a Landscape Architect and has designed and procured native trees and plants for Nature Lab. She also discussed seeking external funding for the Learning Pavilion project.

COVID-19 RESOLUTION #21/22-06 Resolution of the Governing Board Delegating Continued Authority to the Superintendent to Take Actions Necessary to Respond to the COVID-19 Public Health Emergency

Mr. Anthony Ranii explained that the current temporary resolution grants authority to the Superintendent in regards to COVID related matters expires on December 31, 2021. He reported that he has not had to use it, but it is important to have in place should there be a need and made the recommendation to extend the resolution until June 30th 2022.

Mr. Peter van Duinwyk made the motion to approve COVID-19 RESOLUTION #21/22-06 Resolution of the Governing Board Delegating Continued Authority to the Superintendent to Take Actions Necessary to Respond to the COVID-19 Public Health Emergency. Mrs. Jessica Smith seconded. Motion carried 5-0, members: Chase, Duran, Osley, Smith, and van Duinwyk.

COVID-19: Update

Mr. Anthony Ranii reported that there have been two COVID exposures that occurred outside of school. He also plans on increasing the availability for testing the day returning after the winter break. He also reported that approximately 120 students were vaccinated at school during the hosted vaccine clinic and many other students were vaccinated through other sources. He presented the legal opinion from legal counsel, Mr. Craig Price regarding the 5th Grade Colonial Trip and the risk of liability to Montecito Union School if vaccines were mandated. The legal recommendation was that the trip be postponed.

Governance

Public Hearing - Board Organizational Meeting

Mrs. Susannah Osley, opened the public hearing at 4:15 p.m. and Mr. Anthony Ranii requested informal nominations for President and Vice President.

Election of President and Election of Board Vice President

Mr. Chad Chase made an informal recommendation that Mrs. Susannah Osley to serve as Board President and Mr. Peter van Duinwyk as Board Vice President.

Mrs. Susannah Osley accepted the nomination of Board President and Mr. Peter van Duinwyk accepted the nomination as Vice President.

Mr. Chad Chase made the recommendation that Mrs. Susannah Osley to serve as Board President and Mr. Peter van Duinwyk as Board Vice President. Mrs. Jessica Smith seconded. Motion carried 5-0, members: Chase, Duran, Osley, Smith, and van Duinwyk.

Approval of Dates, Times and Place the Regular 2022 Board Meetings

Mrs. Jessica Smith made the motion to approve the Dates, Times, and Place for the 2022 regular Governance Board Meetings. Mr. Peter van Duinwyk seconded. Motion carried 5-0, members: Chase, Duran, Osley, Smith, and van Duinwyk.

Mr. Chad Chase announced to the Board that he would be resigning from his position as a Board Member. Mr. Anthony Ranii expressed his gratitude for his time served on the Board.

Mr. Anthony Ranii explained that with Mr. Chad Chase's resignation a provisional appointment would need to be created for the remainder of the term. He discussed the process as it would require special board meeting dates. He explained that the tentative timeline was dependent on how many applications were submitted. The Board agreed to hold a special board meeting where no action would be taken and it would provide the public with more information to the process and answer any questions from the public.

The Board agreed to a special board meeting on January 5, 2022 at 4:30 p.m. and a tentative special board meeting, if needed on February 8, 2022 at 3:30 p.m.

Election of Representative and Alternate to the County Committee on School District Organization

The Board discussed who would serve as the County Representative and the duties entailed. Mrs. Susannah Osley made the informal recommendation that Mrs. Jacqueline Duran be the representative and that she would be the alternate to the County Committee on School District Organization.

Mrs. Jacqueline Duran accepted and made the motion to be the Representative to the County Committee on School District Organization and Mrs. Susannah Osley as the alternate. Mrs. Jessica Smith seconded. Motion carried 5-0, members: Chase, Duran, Osley, Smith, and van Duinwyk.

Governing Board Authorization Form

Mr. Chad Chase made the motion to approve the Governing Board Authorization Form, Authorized Signatures District Personnel Approved by the Superintendent or his/her Designee for Release of Commercial and Payroll Warrants, Authorized Signatures District Personnel Approved by the Board to Act as District Agents, Resolution of the Governing Board Delegation of Governing Board Powers/Duties Authority to make Cash and Budget Transfers, and Statement of Facts Roster of Public Agencies Filing. Mrs. Jessica Smith seconded. Motion carried 5-0, members: Chase, Duran, Osley, Smith, and van Duinwyk.

Superintendent Committee Assignments

The Board discussed taking on the committee assignments and were mindful that the new interim board member might be interested in participating in some of the committee spots. Mrs. Susannah Osley and Mr. Peter van Duinwyk will serve on the Board Policy Committee, Mrs. Susannah Osley and Mr. Peter van Duinwyk will serve on the Residency Committee, Mrs. Jessica Smith will be the board representative at the Montecito Union School Foundation meetings, Mrs. Jacqueline Duran and Mrs. Susannah Osley will serve on the Building D and E: Budget Committee, Mrs. Susannah Osley and Mr. Peter van Duinwyk will serve on the Building D and E: Construction Committee, and Mrs. Susannah Osley and Mrs. Jessica Smith will serve on the Building D and E: School Services Committee.

Mr. Chad Chase left the meeting due to a conflict with another meeting.

Superintendent's Report

Mr. Anthony reported that the Fiscal Crisis and Management Assistance Team (FCMAT) has reported that birth rates will continue to decline within the next 10 years. He reported that this is something that will be continued to be monitored as there might be a need for fewer classes. He also reported that he met with the kindergarten teachers and if there are more than 8 transitional kindergarten students for the 2022-2023 school year, a stand-alone class will be offered from 8:30 a.m. - 12:15 p.m. teaching all subjects.

The Board continued to discuss and asked questions regarding transitional kindergarten requirements. Mr. Anthony Ranii also gave the Board an update to the storm preparedness meeting that was hosted by the Montecito Fire Department.

Board Reports

Mrs. Jessica Smith reported that the Montecito Union School Foundation is currently running their annual fund campaign and is trying to get as many as parents involved as possible.

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

First Interim Report, 2021-2022 Montecito Union School District Budget

Ms. Virginia Alvarez presented the First Interim Report and the certification process. She provided a detailed summary of the changes in the budget from adoption to the first interim revision. She discussed the State Adopted Budget and the impact to Montecito Union School District and the changes that have been made since the June 28th adoption.

She presented the Revenue Sources for 2021-2022, which includes LCFF Sources, other state revenues, federal revenues, and other local revenues. She also reviewed District Expenditures and the difference since 1st Interim. She presented updated information on beginning and ending fund balances, and revised estimates from the tax auditor's office, School Services of California, and the Santa Barbara County Education Office. She went in further detail explaining and analyzing the expenditure projection changes. She highlighted Fund 40 which is the reserves for related facilities projects and also included expenditures for the renovation of Buildings D and E which included costs for a Project Manager, Building D's electrical panel, architect and inspectors costs, architects costs for the temporary campus design, and the annual contract for on call architect services.

Ms. Virginia Alvarez stated that based on the First Interim Report and multiyear projections, Montecito Union's certification is positive and Montecito Union will be able to meet the financial obligations for the current fiscal year and subsequent two fiscal years.

Mrs. Jacqueline Duran made the motion to approve the First Interim Report, 2021-2022. Mr. Peter van Duinwyk seconded. Motion carried 4-0, members: Duran, Osley, Smith, and van Duinwyk. Absent: Member, Chase.

Mr. Anthony Ranii and the Board discussed projected enrollment numbers for the upcoming years and staffing. The Board continued to discuss the importance of retaining employees and also being fiscally responsible.

Resolution #21/22-05 Annual Accounting of Developer Fees

Ms. Virginia Alvarez explained that Government Code requires public agencies that levy developer fees to make an annual accounting of developer fee funds and that that accounting is made available to the public. She reported that \$211,359.75 of the funds were spent on 2020-2021 for the campus fire alarm replacement.

Mrs. Jessica Smith made the motion to approve Resolution #21/22-05 Annual Accounting of Developer Fees. Mr. Peter van Duinwyk seconded. Motion carried 4-0, members: Duran, Osley, Smith, and van Duinwyk. Absent: Member, Chase.

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.)

Approval: Educator Effectiveness Block Grant

Ms. Virginia Alvarez presented the final version of the Educator Effectiveness Block Grant as the draft had been presented at the November board meeting for feedback. The proposal would support teachers, instructional support staff, and administrators in professional development in literacy.

Mr. Peter van Duinwyk made the motion to approve the Educator Effectiveness Block Grant. Mrs. Jacqueline Duran seconded. Motion carried 4-0, members: Duran, Osley, Smith, and van Duinwyk. Absent: Member, Chase.

Job Evaluations: School Office Admin Assistant and Senior Network and Systems Technician

Ms. Virginia Alvarez explained that the School's Administrative Assistant and the Senior Network and Systems Technician requested job reviews. Both employees stated that their job description and current salary does not match their duties and level of responsibility when compared to similar positions at other districts. She explained that a job evaluation process was conducted utilizing the Internal Job Evaluation method, using a combination of internal comparisons and external market benchmarking using local schools and community funded districts similar to Montecito Union School.

Ms. Alvarez made the recommendation for both positions that with the change in job duties and level of responsibility and accountability that the job descriptions and be updated to accurately reflect additional duties. With both positions that would include changing the current job title and salary schedules to reflect the higher level of responsibility and accountability.

Mr. Peter van Duinwyk made a suggestion to the title of the position.

Mrs. Jacqueline Duran made the motion to approve the Job Descriptions and Salary Schedule for the Administrative Assistant/Education Data Specialist and the Technology and Network Lead. Mrs. Jessica Smith seconded. Motion carried 4-0, members: Duran, Osley, Smith, and van Duinwyk. Absent: Member, Chase.

Sunshine Proposal from the Montecito Union Teachers' Association (MTA) and Montecito Union School District Requesting to Initiate Negotiations

Mr. Anthony Ranii explained that the Montecito teachers' Association submitted a proposal to begin negotiations on the following items: Part 2, Salary, Part 4, Working Conditions, and Retirement. Mr. Jeff Linder was present and spoke to the Board.

Mrs. Jessica Smith made the motion to accept the Proposal from the Montecito Teachers' Association and the District to Initiate Negotiations ("sunshine"). Mr. Peter van Duinwyk seconded. Motion carried 4-0, members: Duran, Osley, Smith, and van Duinwyk. Absent: Member, Chase.

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.)

2022-2023 Montecito Union School District Draft Calendar

Mr. Anthony Ranii presented the 2022-2023 Montecito Union School Calendar. He explained that it modeled closely to the Santa Barbara School District Calendar. The draft presented was voted on and approved by the Montecito Teachers' Association.

Mrs. Jessica Smith made the motion to approve the 2022-2023 Montecito Union School District Draft Calendar. Mr. Peter van Duinwyk seconded. Motion carried 4-0, members: Duran, Osley, Smith, and van Duinwyk. Absent: Member, Chase.

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.)

Nature Lab Update: Outdoor Learning Pavilion

Mr. Anthony Ranii explained that in conjunction with the Montecito Union School Foundation there continues to be discussions for an Outdoor Learning Pavilion that would support science, art, and other outdoor learning experiences. The Foundation has generously funded the architectural phase of the

planning process. He presented the architectural renderings of the Pavilion, highlighting the concrete floor, moveable furniture, and countertop materials.

Nature Lab: Bathrooms

Mr. Anthony Ranii explained that the Nature Lab restrooms are similar to the Outdoor Learning Pavilion in that in conjunction with the Montecito Union School Foundation there continues to be discussions as to the planning, design, and funding of the bathrooms. He presented a site plan, bathroom renderings, and a budgetary proposal. He also gave the Board an update to the approval process of the Department of State Architects (DSA). He explained that they are now requesting additional testing to be done for earthquake fault zones.

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: Architectural Services Proposal from RNT Architects for Architectural and Engineering Services

Mr. Anthony Ranii explained that in order to complete the Building D and E project the District will need architectural and engineering services through bidding, construction, and close out. He presented a full description of the services and a fee proposal from Roesling, Nakamura, and Terada Architects. Mr. Peter van Duinwyk requested that the new charges be compared to the previous charges that have already been paid.

Mr. Peter van Duinwyk made the motion to approve the Proposal from RNT Architects for Architectural and Engineering Services. Mrs. Jessica Smith seconded. Motion carried 4-0, members: Duran, Osley, Smith, and van Duinwyk. Absent: Member, Chase.

Building D and E: Temporary Classroom Plan

Mr. Anthony Ranii presented the temporary classroom plan, including location, position, number of portable buildings needed, and required ramps. He explained that the proposal with Elite Modular Leasing & Sales, Inc. can be canceled up until May with no penalty, if the project were to not move forward or if details of the contract would need to change.

Mrs. Jacqueline Duran made the motion to approve the Proposal from Elite Modular Leasing & Sales, Inc. for Portable Classrooms. Mrs. Jessica Smith seconded. Motion carried 4-0, members: Duran, Osley, Smith, and van Duinwyk. Absent: Member, Chase.

The Board inquired about the piggyback contract for the modular classroom leasing company.

Building D and E: General Updates

Mr. Anthony Ranii gave the Board an update to all items pertaining to Building D and E. Mr. Leo Perez, the Project Manager is working on bid materials for the HVAC project and the Windows Phase 2 Project. He is also working on the temporary classroom plan should the potential possibility of phasing the plan. Mr. Anthony Ranii also reported that he is beginning the process of storage and moving needs before the project can begin. He was also excited to announce that the crossover to the solar is scheduled to happen next week.

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

Community Events

Mr. Anthony Ranii updated the Board on the community events that continue to be hosted at MUS. Mr. Peter van Duinwyk discussed a possible plan with the YMCA for swimming.

Consent Agenda

Regular Board Meeting Minutes – November 16, 2021
Special Board Meeting Minutes – November 29, 2021
Warrants (November 9, 2021- December 6, 2021)
Personnel Action Items

Mr. Peter van Duinwyk made the motion to approve the Consent Agenda. Mrs. Jacqueline Duran seconded. Motion carried 4-0, members: Duran, Osley, Smith, and van Duinwyk. Absent: Member, Chase.

Closing Business

Suggested Agenda Items for Future Board Meetings and Board Business

2020-2021 Audit Report
Santa Barbara County Investment Report
GASB 45 OPEB Actuarial Report
LCAP, Local Control Accountability Report
2021-2022 School Accountability Report Card (SARC)
Certificated Staff Seniority List/ Staffing and Enrollment Projections
Negotiations
2022-2023 Montecito Union School Calendar
Quarterly Williams Uniform Complaints - Q4


Board Evaluation of the Meeting

Mr. Anthony Ranii made the recommendation to include Closed Session for Negotiations at the January meeting. The Board agreed to hold two Closed Sessions with the later one for negotiations.

Adjournment

Mrs. Jessica Smith made the motion to adjourn the meeting at 6:45 p.m. Mrs. Jacqueline Duran seconded. Motion carried 4-0, members: Duran, Osley, Smith, and van Duinwyk. Absent: Member, Chase.

Respectfully submitted,



Mr. Peter van Duinwyk
Board Vice-President