

POTTER VALLEY COMMUNITY UNIFIED SCHOOL DISTRICT

Mission Statement

The Potter Valley Community Unified School District provides a safe, sound, comprehensive educational environment with the participation of a supportive community. The district empowers all students with a common core of knowledge and skills which allows them to recognize their potential to become successful and active participants in our democratic society.

Regular Meeting – Board of Trustees

January 17, 2024

Minutes

Regular Session 6:30pm

Potter Valley High School Library
10401 Main Street, Potter Valley, CA 95469

-
1. CALL TO ORDER – OPEN SESSION 6:40pm
 2. ROLL CALL *All Present 5/0/0*
 3. CONVENE TO CLOSED SESSION (5:30 p.m. – 6:30 p.m.)
Potter Valley District Office, 10401 Main Street, Potter Valley
 - Inter-district Transfers (Government Code 54957)
 - Personnel Actions (Government Code 54957)
 4. RECONVENE TO OPEN SESSION – REPORT OUT OF CLOSED SESSION *None*
 5. PLEDGE OF ALLEGIANCE
 6. APPROVAL OF AGENDA *MSC: Delbar/Riordan 5/0/0*

7. ORGANIZATION UPDATES

(This is an opportunity for board members or staff to make a brief announcement, ask questions, or make a brief report on his or her own activities), Board Members, Superintendent/Jr/Sr. High School Principal, Elementary Principal, Potter Valley Teachers' Association, Potter Valley Educational Support Professionals, and Associated Student Body.

Delbar- Went to a junior high basketball game where we played against Mendocino.

Watched a full girl's game and half of the boys. It was a lot of fun to watch and really enjoyed having the game streaming in the snack shack.

Kile- Thanked the district office staff for stepping up and working the snack shack while things get sorted out with Boosters.

Riordan- Attended the high school staff meeting to join the discussion about graduation requirements and the trimester schedule.

Rick Kale- WASC visit is coming up next week. We are currently in the self-reflect phase and feels that everything is going well. They have started discussing the trimester schedule and grad requirements at the staff meetings. Also thanks the district office staff for working the snack shack.

PVTA- None



PVESPA- Sam Phillips, President, looking forward to having negotiations on the 29th with the district.

8. PUBLIC COMMENT

Members of the audience are welcome to address the Board of Trustees at this time regarding items not listed on this agenda. The Trustees may ask questions for clarity but cannot take action on these matters. Such matters may be placed on a future agenda, according to law. Three minutes may be allotted to each speaker and a maximum of twenty minutes to each subject matter (Board Policy 9322.1).

Nichole Glentzer, MCOE- Recognized the trustees and gave them a gift in honor of Board Recognition Month.

Nichole and Kevin Stoughton- Thanked the district and community for all of their love and support during this difficult and emotional time for their family.

9. ROUTINE AND CONSENT

All matters listed under Routine and Consent are to be considered routine and will be enacted by one motion followed by a roll call vote. There will be no separate discussion of these items unless the Board of Trustees, audience, or staff request specific item removed from the Routine and Consent for separate action. Any item removed will be considered after the motion to approve the Routine and Consent.

MSC: Kile/Vogt 5/0/0 with 9.4 being tabled

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|-----|--|--------|
| 9.1 | Approval of Warrants | Page 3 |
| 9.2 | Approval of Board Minutes of December 13, 2023 and December 18, 2023 | Page 4 |
| 9.3 | Approval of Personnel Actions | Page 5 |
| 9.4 | Approval of Inter-district Transfers <i>tabled</i> | Page 6 |

10. INFORMATION

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|------|--|---------|
| 10.1 | Student of the Month <i>Tabled</i> | Page 7 |
| 10.2 | Senior Trip Report | Page 8 |
| 10.3 | Staff Report | Page 9 |
| 10.4 | Enrollment Report | Page 10 |
| 10.5 | Facilities Report | Page 11 |
| 10.6 | Fiscal Report | Page 12 |
| 10.7 | Williams Uniform Complaints Quarterly Report | Page 13 |
| 10.8 | Trimester Schedule Update | Page 14 |

11. ACTION ITEMS – REGULAR AGENDA

Protocol for action items includes a staff presentation, questions from the Board, public input, closing of public input, deliberation by the Board and voting by the Board. During public input there will be a three-minute time limit per person.

- | | | |
|------|--|---------|
| 11.1 | Approval of 2022-23 Audit Report <i>MSC: Vogt/Delbar 5/0/0</i> | Page 15 |
| 11.2 | Status Review, Discussion, and Possible Action Regarding the Potter Valley Booster Club <i>No Action</i> | Page 16 |
| 11.3 | Approval of Resolution No. 23/24-03 Declaring January as School Board Recognition Month <i>MSC: Vogt/Delbar 5/0/0</i> | Page 17 |

- 11.4 Resolution No. 23/24-04 Staywell Health Plan JPA Page 18
MSC: Delbar/Kile 5/0/0
- 11.5 Approval of One Provisional Internship Permit Request Page 19
MSC: Delbar/Vogt 5/0/0
- 11.6 School Accountability Report (SARCS) Page 20
MSC: Delbar/Riordan 5/0/0

12. **FUTURE AGENDA ITEMS** *Comprehensive School Safety Plan, Booster Club, Transportation, grant writing and funding, Superintendent evaluation, trimester update*

13. **ADJOURNMENT** 7:58pm

14. **FUTURE MEETINGS**

February 7, 2024

March 6, 2024

April 10, 2024

May 8, 2024

June 5, 2024

June 26, 2024

August 14, 2024

September 11, 2024

October 9, 2024

November 13, 2024

December 11, 2024

Agenda Packet & Supporting Documents Notice: The agenda packet and supporting documents, including materials distributed less than 72 hours prior to the scheduled meeting, can be viewed at the Potter Valley District Office –10401 Main St., Potter Valley, CA. For more information please call (707) 743-2101.

*Items so marked have supporting documents which have been distributed to the Board of Trustees. An extra copy is available upon request.

Notice: PVCUSD adheres to the Americans with Disabilities Act. Should you require special accommodations or more information about accessibility, please call (707) 743-2101. All efforts will be made for reasonable accommodations.

January 17, 2024

Elementary Board Report

*Science Night February 29th from 5:00-6:30 pm

Interactive Booths, Door Prizes, Games, Petting Zoo

*Student Council will hold their second annual Dance for 4th-6th graders this Friday Night. Their "Winter Jungle Land Dance" will be from 5:30-8:00 in the multipurpose room.

*3 Teachers in credential program. Jaime Vonfeldt began in the Fall and Blanca Flores and Jenny Ackley began this month.

*Kindness Month: We challenge the students to complete acts of kindness throughout the day. We announce a specific one each morning. (Smile at others, Open the door for someone, compliment a friend)

We held our Student of the Month and AR Awards Ceremony last Friday. We also recognized over 80 students with perfect attendance in January.

Our Compassionate students are:

Transitional Kindergarten- Olivia March

Kindergarten – Mira Rau

First Grade – Ariana Suarez

Second Grade – Grace Silva

Third Grade – Mason Monlux

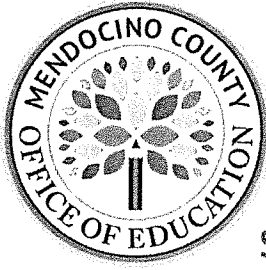
Fourth Grade – Beau McPherson

Fifth Grade – Judah Kristiansen

Sixth Grade – Madison McGuire

Caught Being Kind:

Ava Todd, Grace Silva, Oden Avery



SERVICE EXCELLENCE INNOVATION TEAMWORK

Williams Settlement Legislation
Quarterly Uniform Complaints Procedure Reporting Form
2023-2024

District Name: Potter Valley Community USD
Person Completing this Form: Olivia Andrade
Title: District Secretary

This report is being submitted for the following quarter (please check one):

Table with 3 columns: Quarter, Reporting Period, Report Due To MCOE. Includes checkboxes for Quarter #1, #2, #3, and #4.

Check which applies:

[X] No complaints were filed with any school in the district during the quarter indicated above.

[] Complaints were filed with schools in the district during the quarter indicated above.

The following chart summarizes the nature and resolution of the complaint.

Table with 4 columns: Type of Complaint, Total No. of Complaints, No. of Complaints Resolved, No. of Unresolved Complaints. Includes rows for Textbooks, Teacher Vacancies, Facility Conditions, and a TOTALS row.

Superintendent's Name: Rich Kale

Superintendents Signature: [Signature] 1/17/24

Forwarded a copy of this completed report to
Veronica Bazor, vbazor@mcoe.us

AUDIT CERTIFICATION

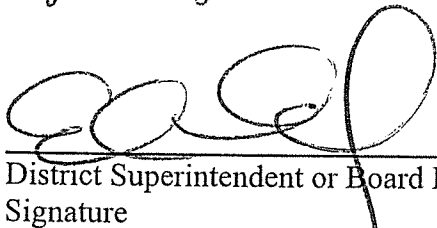
AUDIT CERTIFICATION

June 30, 2023
FINANCIAL REPORT / AUDIT

POTTER VALLEY COMMUNITY UNIFIED SCHOOL DISTRICT
MENDOCINO COUNTY, CALIFORNIA

In accordance with Education Code section 41020.3, by January 31 of each year, the governing body of each local education agency shall review, at a public meeting, the annual audit of the local education agency for the prior year, any audit exceptions identified in that audit, the recommendations or findings of any management letter issued by the auditor, and any description of correction or plans to correct any exceptions or management letter issue. This review shall be placed on the agenda of the meeting pursuant to Section 35145.

As written verification of said review, the Governing Board reviewed and accepted on January 17, 2024 the Annual Financial Report as of June 30, 2023.



District Superintendent or Board President
Signature

Jan. 17, 2024

Date

Submit a scanned color copy of the Audit Certification by February 28, 2024, to:

Melissa Dale
mdale@mcoe.us
Mendocino County Office of Education

POTTER VALLEY COMMUNITY UNIFIED SCHOOL DISTRICT

RESOLUTION NO. 23/24-03

SCHOOL BOARD RECOGNITION MONTH

WHEREAS, an excellent public education system is vital to the quality of life for all California citizens and communities; and

WHEREAS, our public education system has faced unprecedented circumstances these past three years as a result of the COVID-19 pandemic; and

WHEREAS, our local board of education continues to act to ensure children's academic, social-emotional, physical and mental health needs are met at a time when students needed consistent services most; and

WHEREAS, board of education members continue to advocate to best serve the children in our community each and every day; and

WHEREAS, local board of education members are committed to children and believe that all children can be successful learners and that the best education is tailored to the individual needs of the child; and

WHEREAS, board of education members work closely with parents, educational professionals and other community members to create the healthiest environments possible where all students can thrive; and

WHEREAS, board of education members are responsible for building and maintaining the structure that provides a solid foundation for our school system; and

WHEREAS, board of education members are strong advocates for public education and are responsible for communicating the needs of the school district to the public and the public's expectations to the district; and

WHEREAS, the mission of the public schools to meet the diverse educational needs of all children and to empower them to become competent, productive contributors to a democratic society and an ever-changing world is more poignant than ever before;

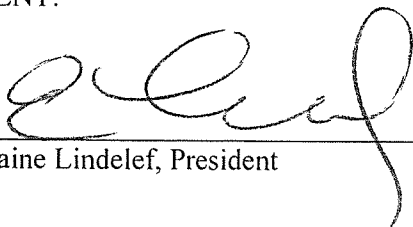
NOW, THEREFORE, it is declared that the month of January 2024, is School Board Recognition Month in the Potter Valley Community Unified School District.

THIS RESOLUTION WAS ADOPTED at a public meeting on January 17, 2024.

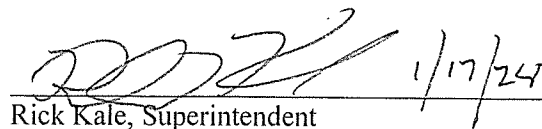
AYES:

NOES:

ABSENT:



Elaine Lindelef, President



Rick Kale, Superintendent

POTTER VALLEY COMMUNITY UNIFIED SCHOOL DISTRICT
PO BOX 219
POTTER VALLEY, CA. 95469

RESOLUTION # 23/24-04

STAYWELL HEALTH PLAN JPA

Fiscal Year 2024-2025

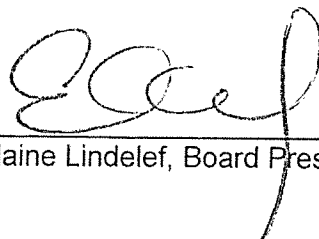
IN ORDER TO insure the continued operations of the Staywell Health Plan and to support the participating management unique in this plan;

BE IT RESOLVED that the Board of Trustees commits itself to support the Staywell JPA by:

1. Requiring attendance of three representatives to the Staywell Board
2. Enforcing all policies of the JPA in accordance with its by-laws
3. Maintaining the standard Staywell coverage and deductibles in accordance with the current provider contract for all eligible employees
4. Supporting a district wellness committee to address employee wellness

I certify that the foregoing is a full day and true copy of the resolution adopting at a regular meeting of the Potter Valley Community Unified School District on January 17, 2024.

January 17, 2024


Elaine Lindelef, Board President

