

**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**

**November 10, 2021**

***Minutes***

**Regular Session 6:30**

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

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1. **CALL TO ORDER - OPEN SESSION** 6:38 pm
  2. **ROLL CALL** *Trustee Kile Absent*
  3. **CONVENE TO CLOSED SESSION (6:00 p.m. – 6:30 p.m.)**  
Potter Valley Community Unified School District Office
    - Interdistrict Transfers (Government Code 54957)
    - Superintendent Evaluation (Government Code 54957)
  4. **RECONVENE TO OPEN SESSION – REPORT OUT OF CLOSED SESSION**
  5. **PLEDGE OF ALLEGIANCE** *led by Trustee Lindelef*
  6. **APPROVAL OF AGENDA**  
*MSC: Aiello/Hallman*  
*Remove item number 9.3 and 12.1*
  7. **ORGANIZATION UPDATES**  
*Board Members: Trustee Riordan thanked Trustee Kile for her help with auditing the bylaws for tonight's first read. Trustee Aiello thanked staff for all their communication going out to families and said that she appreciates the frequent updates.*  
*Superintendent/High School Principal: see attached*  
*Elementary Principal: see attached*  
*PVTA: none*  
*PVESPA: Joleen Logan said that the schools are busy fighting new obstacles and changing rules. She said that there is a lack of substitutes and thanked admin for their support. Ms. Logan also said that three members will be attending a training in leadership in Las Vegas*  
*ASB: none*

6.1

*E. Kell*

**8. PUBLIC COMMENT**

*None*

**9. ROUTINE AND CONSENT**

*MSC: Riordan/Hallman Rollcall: Ayes: Lindelef, Riordan, Aiello, Hallman*

*Removed item 9.3*

- |     |  |        |
|-----|--|--------|
| 9.1 | Approval of Warrants   | Page 4 |
| 9.2 | Approval of Board Minutes of October 13, 2021 and October 21, 2021 | Page 5 |
| 9.3 | Approval of Interdistrict Transfers                                | Page 6 |
| 9.4 | Acceptance of Donations  | Page 7 |

**10. INFORMATION**

- |      |  |         |
|------|--|---------|
| 10.1 | Student of the Month <i>Madalyn Getts and Anais Monlux</i> | Page 8  |
| 10.2 | Staff Report <i>Kelly Carlsson</i>                         | Page 9  |
| 10.3 | Enrollment Report  | Page 10 |
| 10.4 | Athletic Director Report <i>see attached</i>               | Page 11 |
| 10.5 | Transportation Report                                      | Page 12 |
| 10.6 | Bond Report  | Page 13 |
| 10.7 | Facilities Report  | Page 14 |
| 10.8 | Covid Safety Plan Update                                   | Page 15 |

**11. CORRESPONDENCE**

- |      |   |         |
|------|---|---------|
| 11.1 | Water Supply Letter sent to Rep Huffman | Page 16 |
|------|---|---------|

**12. ACTION ITEMS – REGULAR AGENDA**

- |      |   |         |
|------|---|---------|
| 12.1 | Approval of Trap Team Agreement <i>removed</i>  | Page 17 |
| 12.2 | Public Hearing – Comprehensive School Safety Plan<br>Start time: 7:51      End time: 7:52                               | Page 18 |
| 12.3 | Approval of the Comprehensive School Safety Plan<br><i>MSC: Riordan/Aiello</i>  | Page 19 |
| 12.4 | Approval of Annual Organizational Meeting<br>December 8, 2021<br><i>MSC: Aiello/Hallman</i>                             | Page 20 |
| 12.5 | Public Hearing- California Connections Curriculum<br>ELA Curriculum Grades 7-11<br>Start Time: 7:53      End Time: 7:55 | Page 21 |
| 12.6 | Adoption of California Connections Curriculum<br><i>MSC: Riordan/Aiello</i>   | Page 22 |
| 12.7 | Public Hearing for the Educator Effectiveness Grant Plan<br>Start Time: 7:56      End Time: 8:17                        | Page 23 |
| 12.8 | First Read of the Board Bylaws  | Page 24 |

**13. FUTURE AGENDA ITEMS**

**14. ADJOURNMENT**

15. **FUTURE MEETINGS**  
December 8, 2021

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

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

## Superintendent's Board Report:

### District Wide Updates:

- Finance- Auditors are "Here" next week
- Human Resources- with increased enrollment we added a 2nd grade position and hired for 2nd grade class (to decrease class averages and stay below the 24 average for K-3 as well as to increase individualized instruction, class is at 29), looking at hiring noon duty aides for lunch and after school library, bus drivers (full update later on this),
- Trainings: Superintendents Academy third session is this weekend, Training for new TK rules 2x, Social Media 101 training, Legal Best Practices for Supporting Transgender and Gender Nonconforming students and staff, Living Works Webinar for Online Suicide prevention training for staff and students
- October/November meetings:
  - District Advisory Committee met and went over: the ESSER III Expenditure Plan feedback, the Comprehensive School Safety Plan feedback, and summer school feedback; next meeting is December 2nd at 3:30 pm in HS Library
  - ELAC meeting- reviewed ELD purpose, ELAC purpose, ELPAC test scores, Reclassification of English Learners, got feedback on ESSER III Expenditure Plan
  - TK Committee- District Personnel, teachers, admin, State Preschool staff and PVYCC staff met and talked about the upcoming Universal TK program. Will have a full report in December.
- ESSER III Expenditure Plan- approved at the Special Board meeting
- Educator Effectiveness Block Grant Plan- first draft will be reviewed tonight for feedback, will review at DAC in Dec, feedback already given by certificated staff, \$78344
- Teacher Day November 1- Gave thanks as opening activity, Learned about Rigor and practiced using the ICLE Rigor rubrics
- STAR Winter Benchmark is started
- COVID updates:
  - 2210 tests, Rapid and PCR turn around between 24-72 hours)
  - 321 students, staff, and related personnel are registered for testing
  - 1.6% of our tests have been Positive
  - High School was put on DL due to 8 positives in 8 days (10% of population). Symptoms are mirroring the cold that is going around with primary symptoms being Sore Throat and head ache as well as fatigue. Positives usually show between 3-4 days after exposures. This time positives are showing between 5-7 days after exposure and rapid tests are staying positive longer. We were able to catch some positives using the PCRs- it was too early to get the positives with the rapids but it showed on the PCRs allowing us to act more swiftly and catch some we may not have caught.
  - JR high and elementary remained open as they had no close contact at school as defined by Public Health. We did have our first positive at the JR high and subsequently at Elementary this week, however, contact tracing did not show a direct link to our high school cases at least at school.

- Public health supported our DL at HS and remain open at the rest of the district. They are also investigating other services they can offer us if it is needed.

**High School/Jr High Updates:**

- November Newsletter sent
- Attendance letters were sent as directly by ED Code and State of CA
- Finals are next week
- First Saturday school happened last Saturday- however, we had to cancel HS students due to the COVID cases
- Teacher PLC topics were referrals, Tier 1 and 2 strategies for students
- Mendo Youth project update: 12 students with referrals (for Therapeutic services, Alcohol and Drug, and Anger Management reasons), Alcohol and Drug Education Small Groups started for Jr High (all 7th and 8th graders will be invited at some point this year- requires parent consent), 6 students being seen onsite for services with MYP, 1 being seen with LMFT with MCOE, awaiting consents for others

N. Stroughton  
Bd Report  
11/10/21

November Board Presentation

October Character Trait: Compassion

Kindergarten- Michael Allen

First Grade- Aurora Sanchez

Second Grade- Natalie Aiello

Third Grade- Julia Avila

Fourth Grade- Michele Scatena

Fifth Grade- Amber Odell

Sixth Grade- Pablo Ortega Gonzalez

Independent Study- Annabelle Ineich

Caught Being Kind:

Miguel Hernandez

Jessa Keeton

Moises Sanchez-Muniz

Outstanding Attendance Award:

Mr. Bray's Third Grade

Teachers have been assessing students, working on report cards, and preparing for parent teacher conferences next week.

We had a 2 hour Reach for Reading Training this afternoon. Our presenter modeled a lesson and had some time to ask questions.

I completed my Initial ELPAC LEA Certification this month as well as attended an all day School Site Administrators 101 Workshop

I am excited to welcome Mr. and Mrs. Reichert back to Potter Valley. They will begin their new class of second graders on Monday.

6.6.

AD report  
11/10/21

Board Meeting Update  
November 2021

- Conclusion of Fall Sports:
- Volleyball:
  - Finished the season playing all but 1 league game
  - Won a game
  - Finished with a varsity only team due to numbers
  - Received 2 all league honorable mentions
    - Jaqui Guterrez
    - Hailey Navarez
- Jr High Volleyball
  - Both A & B teams had great season
  - recognized all 8th graders moving on to HS
  - 6th grade ended with a scrimmage against 7th graders followed by donuts & hot chocolate
- Football
  - Finished the season with a win
  - Unfortunately last game cancelled due to covid
  - All league picks will be happening this week
  - 3 injuries, 1 broken arm repaired by surgery, 1 possible concussion cleared by a dr, and 1 knee injury cleared by a dr. All but 1 returned to play
- ESports
- We have ten kids signed up. Six stations including the new one we just got. We're using 4 of the old computer lab computers from the library for the over flow. We do grade checks weekly and spend the first 30 minutes helping kids who are struggling finish missing assignments. We haven't played any games yet and are functionally shut down right now while MCOE fixes their new content filter which is blocking all the sites we need to use to access the CIF approved eSports.
- Awards night for Fall sports TBD
- Beginning of Winter sports
- We will open multi-purpose room for kids to work on HW and a supervised place for them to hang out until their practice time
- Jr high Girls & Boys basketball started:
  - 9 boys have been attending
  - 8 girls have been attending practice
  - Practices will resume Monday 15th with negative testing
  - Possibly only 1 team for both Jr High teams
  - Alternative would be adding 6th grade but not sure if that would work either.
- HS Basketball
  - Girls have not started as we finished up Jr High volleyball & HS Football

- HS boys held 3 open gyms
  - Boys will have JV & V
  - Girls will only have a Varsity
  - Practices shut down due to positive covid cases
- Busy scheduling all basketball games, almost final. Adding a few more games to Jr High.
- Canceled JV Boys tournament
  - Not enough interest or refs to put on both tournaments
- 42nd Annual Varsity Girls and Boys Tournament is on
  - 8 teams confirmed
  - Dec 8-11
- Attended CMC AD meeting on Monday
  - Re-evaluating 8 man football league in the spring
  - Discussed Basketball season with each league
  - Covid protocols for masked players while at play
    - Our NCL III league was in agreement to try and convince Mendocino County to not wear masks while at play
    - Question was brought up if medical would be on stand by for kids that pass out due to masks while playing
    - Saturated masks and how we deal with it, whose responsibility is it?
  - Officials
    - Not enough refs for games all at once
    - Not going to enforce mask protocol, there job is to call the game
    - Could add more scheduling problems
  - League by laws were discussed
    - Reminder that it is our responsibility to play all league games, if possible
- Inventorying Basketball Uniforms & equipment
  - Uniforms will need to be ordered for jr High boys & girls
  - Balls and rack for both boys & girls will need to be ordered
- Finished Keenan training
- Dr Odell purchased a membership for AD with National Interscholastic Athletic Administrators Association (NIAAA)
  - Looking at different training & certificates to obtain



# “NOTICE OF PUBLIC HEARING”

**TOPIC:** Adoption of California Connections Curriculum  
Published by Houghton Mifflin Harcourt

**DATE:** November 10, 2021

**PLACE:** Potter Valley High School Library  
10401 Main St.  
Potter Valley, CA 95469  
(707)743-2101

**TIME:** 6:30 p.m.

**PURPOSE:** We are adopting new English Language Arts curriculum for grades 7-11. It is called California Connections and is published by Houghton Mifflin Harcourt. This will be on display in the district office for the public to view. The curriculum will be brought to the November 10th board meeting for approval.

Public Notice, 11/10/21, 6:30 H.S. Library    Posting Locations:    Potter Valley District Office  
Potter Valley Elementary  
Potter Valley Jr. High/High  
PVYCC

Posting Date: 10/29/2021 12 P.M.

# “NOTICE OF PUBLIC HEARING”

**TOPIC:** Educator Effectiveness Grant Plan

**DATE:** November 10, 2021

**PLACE:** Potter Valley High School  
10401 Main St.  
Potter Valley, CA 95469  
(707)743-2101

**TIME:** 6:30 p.m.

**PURPOSE:** The district is receiving approximately \$78,000 and must provide a plan for its use that meets one or more of the areas of focus for the Educator Effectiveness Grant. This program provides funds to county offices of education, school districts, charter schools, and state special schools to provide professional learning and to promote educator equity, quality, and effectiveness.

Public Notice, 11/10/21, 6:30 H.S. Library    Posting Locations:    Potter Valley District Office  
Potter Valley Elementary  
Potter Valley Jr. High/High  
PVYCC

Posting Date: 11/2/21 12:30 P.M

# “NOTICE OF PUBLIC HEARING”

**TOPIC:** Comprehensive School Safety Plan

**DATE:** November 10, 2021

**PLACE:** Potter Valley High School  
10401 Main St.  
Potter Valley, CA 95469  
(707)743-2101

**TIME:** 6:30 p.m.

**PURPOSE:**

In compliance with California State Education Code 60119 and 60422 (b) an annual public hearing regarding sufficiency of instructional materials in the Potter Valley Community Unified School District will take place:

Public Notice, 11/10/21, 6:30 H.S. Library    Posting Locations:    Potter Valley District Office  
Potter Valley Elementary  
Potter Valley Jr. High/High  
PVYCC

Posting Date: 11/2/21 12:30 P.M