

DUNHAM SCHOOL DISTRICT

Meeting of the Board of Trustees

Pursuant to Executive Order N-29-20 issued by Governor Gavin Newsom on March 17, 2020, Dunham School District Board of Education meetings will be conducted through a teleconference format (Zoom) in order for the Trustees to participate remotely, and to allow for orderly public comment. There will not be a physical location for Board of Education meetings until social distancing directives have been lifted

Tuesday, June 9, 2020

Open Session 6:30 p.m.

MINUTES

1. The meeting was called to order by President Zell at 6:36pm. Members Present: Rachel Zell, Spencer Crum (6:45p), Lisa Poncia (7:05p), John Lehmann and Meredith Regan and Superintendent/Principal Daniel Hoffman.
2. OPEN SESSION, AGENDA ADJUSTMENTS: none.
3. PLEDGE OF ALLEGIANCE
4. PUBLIC HEARING of the 2020-21 Budget began at 6:39pm. Current year budget, things have drastically changed since 2nd Interim due to COVID-19 complications. Slight increase due to ADA. Decrease in state revenue. Increase in revenue by 43k. Decrease in salary for certificated due to no subs at the end of year. Increases in expenses for custodial and legal fees +30k. Ending fund balance will go up and help in the next year. 20/21 Budget: governors assumptions. Movement at state level accepting May revisions. Won't know until after July 15 when they get state property taxes, still a fluid situation. Base grant per ADA (with 2.31% COLA and 10% reduction. Total revenues for 20/21 \$2,021,370. Expenditures: bulk spent on salary and benefits. Certificated salaries reduced by PE position eliminated by Board along with classified aides not coming back. Multi year projections: deficit spending each year. Have to use Fund 17 to meet state minimums. This is absent of any additional expenditures. Budget committee will hopefully bring the budget back into line. My 22/23 Fund 17 will be empty. Not a qualified district will meet minimum reserves, however we are headed in that direction. Ending balances for Fund 13: \$1,496; Fund 14: \$53,127, Fund 25: 17, and Fund 40: \$6. Next steps: adopt budget tonight. July 15th we will know more. React in August 2020 with a 45-day revision for LEA's. Wait on the Budget Advisory committee until we have the full information. Public hearing closed at 7:15p.
5. PUBLIC HEARING of the Petition to Renew Dunham Charter School began at 7:16pm. Charter expires at the end of June 2020. Did not change any program components. However, EdCode has changed so certain items needed to be updated. Meet the criteria for 7 year renewal. Public hearing closed at 7:20pm
6. COMMENTS FROM THE AUDIENCE ON ITEMS NOT ON THE AGENDA PUBLIC COMMENTS: none.
7. Presentations, Reports
 - 7.1 Principal/Superintendent Report:
 - **Enrollment Update:** 164 verified, 8 uncommitted. 44 openings. Class size will be about 20.5. Does not know what the effect of COVID-19 enrollment outcome will be, it is a concern. Need to work on increasing TK class.
 - **Assistant Business Manager Update:** Maggie Vasquez started on 6/2/2020.
 - **TK Teacher Update:** interviews on Friday 6/12/2020.

- **End of School & Promotion:** A year unlike any other year. Staff worked hard to make it special for 6th graders. Decorated cars did a parade to each house. Custom signs congratulating each 6th grader, balloons and t-shirts. Still have hope to have a ceremony on August 8th. Report cards went out, last day pick-up, cleaned out desks. Gave out Dunham 150 year signs to put in yards to promote school in different areas.
- **Reopening School:** Many unknowns at this time. Looking for answers via guidelines from the State Superintendent. County guidelines can supersede state guidelines. Hopefully Dr. Mace/county Health Officer will release guidelines for the County early next week. Looking to form a committee to help form a multi level plan with flexible contingencies. Want to put staff and students in the safest positions possible.
- **Distance Learning Survey:** Reopening committee will use information from this survey to help guide decision making. May need to look into hotspots for some families. What would they like to see next year: Traditional school 41%, hybrid 47%, distance learning 8%. Some are unsure. Teachers would like some training on how to support parents at home, 73% of parents would appreciate this from teachers. Overall experience: all over the board. Most challenging: distractions and motivation. Worried about providing child care when we return, must be part of the reopening plan. Also a deep cleaning is a concern, how will we pay for this.
- **LCAP Survey:** Information there for the budget committee and for LCAP that is due in December. More training in ToolBox. Kids look forward to coming to school. A lot of positive feedback. Requests for Spanish, coding classes, Girl Scouts, talent show.

7.2 Assistant Business Manager Report:

- **Child Care Report:** No income for May. Still paid staff. This should be final expenditures for 19/20 pending any unforeseen surprises. Still +4k outstanding, still sending statements to parents to try and get that number down.

8. CORRESPONDENCE

- None

9. DISCUSSION ITEMS

9.1 **Child Care Rates:** Hard to compare to other school Districts, everyone is different. Most think it would be best to bump up a rate slightly in August to cover costs, however do not change the rate plan due to uncertainty of the 20/21 school year. Move forward with agenda item for August

9.2 **Technology Support Costs:** Technology costs to more than increase in 20/21. Has been giving Dunham a reduced rate for last 4-5 years. We do not have this budgeted for next year. Looking into other possibilities for next year. Will be getting that information together for the Board. Contracted through the end of June 2020.

10. CONSENT ITEMS

10.1 Poncia moved to approve minutes from the May 12, 2020 Regular Meeting. Seconded by Crum.

Roll Call:

Zell: aye

Regan: aye

Lehmann: aye

Poncia: aye

Crum: aye

10.2 Regan moves to ratify Warrants paid in May 2020. Seconded by Lehmann.

Roll Call:

Zell: aye
Regan: aye
Lehmann: aye
Poncia: aye
Crum: aye

10.3 Poncia moves to approve personnel Activity Log. Seconded by Crum.

Roll Call:
Zell: aye
Regan: aye
Lehmann: aye
Poncia: aye
Crum: aye

11. ACTION ITEMS

11.1 Lehmann moves to approve of the 2020-21 Budget. Seconded by Regan.

Roll Call:
Zell: aye
Regan: aye
Lehmann: aye
Poncia: aye
Crum: aye

11.2 Crum moves to approve the Petition of Renewal for Dunham Charter School for a seven year term effective from July 1, 2020 through June 30, 2027. Seconded by Regan.

Roll Call:
Zell: aye
Regan: aye
Lehmann: aye
Poncia: aye
Crum: aye

11.3 Lehmann moved to approve of COVID-19 Operation Written Report for Dunham Charter School. Seconded by Poncia.

Roll Call:
Zell: aye
Regan: aye
Lehmann: aye
Poncia: aye
Crum: aye

11.4 Poncia moves to approve of COVID-19 Operation Written Report for Dunham Elementary School District. Seconded by Regan.

Roll Call:
Zell: aye
Regan: aye
Lehmann: aye

Poncia: aye
Crum: aye

11.5 Lehmann moved to approve Resolution 2020-12: The resolution of the Board of Directors of the Dunham Elementary School District, County of Sonoma, State of California, ordering an election to be held and requisition consolidation with the November 3, 2020 consolidated District election. Seconded by Crum.

Roll Call:
Zell: aye
Regan: aye
Lehmann: aye
Poncia: aye
Crum: aye

11.6 Poncia moves to approve agreement of the participating school districts in Sonoma County regarding Inter-District Attendance Agreements. Seconded by Regan.

Roll Call:
Zell: aye
Regan: aye
Lehmann: aye
Poncia: aye
Crum: aye

11.7 Regan moves to approve School Food Service Contract with Cotati-Rohnert Park USD for the 2020-2021 school year. Seconded by Lehmann.

Roll Call:
Zell: aye
Regan: aye
Lehmann: aye
Poncia: aye
Crum: aye

11.8 Poncia moves to approve of AB 1200 Disclosure. Seconded by Crum.

Roll Call:
Zell: aye
Regan: aye
Lehmann: aye
Poncia: aye
Crum: aye

11.9 Lehmann moved to approve a new District Secretary Salary Scale effective July 1, 2020. Seconded by Poncia.

Roll Call:
Zell: aye
Regan: aye
Lehmann: aye
Poncia: aye
Crum: aye

- 11.10 Crum moved to approve Superintendent/Principal 2% salary increase effective July 1, 2020. Seconded by Lehmann.
Roll Call:
Zell: aye
Regan: aye
Lehmann: aye
Poncia: aye
Crum: aye
- 11.11 Regan moved to approve the Maintenance Plan for 2020-2021. Seconded by Crum.
Roll Call:
Zell: aye
Regan: aye
Lehmann: aye
Poncia: aye
Crum: aye
- 11.12 Poncia moved to approve a contract with Petaluma Learning and Guidance Center for 2020-2021. Seconded by Lehmann.
Roll Call:
Zell: aye
Regan: aye
Lehmann: aye
Poncia: aye
Crum: aye
- 11.13 Regan moved to approve Resolution 2020-13 for Treasury Fund Transfer for 2020-21 Fiscal Year. Seconded by Crum.
Roll Call:
Zell: aye
Regan: aye
Lehmann: aye
Poncia: aye
Crum: aye
- 11.14 Poncia moved to approve Resolution 2020-14: Reduction / Elimination of Classified Employee Services 0.7500 F.T.E. 1 on 1 Aide. Seconded by Lehmann.
Roll Call:
Zell: aye
Regan: aye
Lehmann: aye
Poncia: aye
Crum: aye
- 11.15 Poncia moves to approve request to add Maggie Vasquez, Assistant Business Manager, to Clearing Accounts. Seconded by Crum.
Roll Call:
Zell: aye
Regan: aye

Lehmann: aye
Poncia: aye
Crum: aye

11.16 Crum moves to approve memorandum of understanding with Dunham Teacher Association regarding 11 month pay installments. Seconded by Lehmann.

Roll Call:

Zell: aye

Regan: aye

Lehmann: aye

Poncia: aye

Crum: aye

12. FUTURE AGENDA ITEMS:

- Childcare Fees

13. COMMENTS/QUESTIONS FROM THE BOARD OF TRUSTEES: Thank you to everyone for their hard work. Thank you to Sarah for her presentation a couple of weeks ago.

14. Public Comment on Closed Session Agenda: none.

15. Convened to Closed Session at 9:04pm


16. Return to Open Session at 10:13 pm

17. Report on Actions Taken in Closed Session: None.

18. ADJOURNMENT at 10:13 pm



Lisa Poncia, Clerk



Date