



N O T I C E

**BOARD MEETING OF THE BELLEVUE UNION SCHOOL
DISTRICT BOARD OF TRUSTEES WILL BE HELD ON Tuesday
January 15, CLOSED SESSION 5:30PM, OPEN SESSION
6:00PM AT THE BELLEVUE UNION SCHOOL DISTRICT,
OFFICE 3150 EDUCATION DR SANTA ROSA, CALIFORNIA.**

DATED: January 11, 2019

**David Alexander, Ed.D.
SECRETARY TO THE BOARD
AND DISTRICT SUPERINTENDENT**

POSTED: January 11, 2019

BELLEVUE UNION SCHOOL DISTRICT
Regular Board Meeting
Bellevue Union School District Office
3150 Education Dr, Santa Rosa, CA 95407
Tuesday, January 15, 2019

AGENDA

1. Open Session 5:30 pm

1.1. Call To Order

1.2. Public Comment on Closed Session Agenda

The Public is invited to address the Board regarding items that are on the Closed Session Agenda. Speakers are limited to 3 minutes each. Because this is the time for the public to comment it is our time to hear from you. Although the Board will not respond we want you to know that we are listening to you carefully.

2. Adjourn To Closed Session

2.1. Closed Session Agenda

2.1.1. Public Employment § 54957

3. Reconvene to Open Session 6:00pm

3.1. Flag Salute

3.2. Consider Agenda Adjustment

3.3. Public Comment

At this time, members of the public may express opinions or make statements regarding issues pertinent to the District. Action may not be taken on statements or testimony made regarding any item not on the agenda. There will be a limit of three minutes placed on each individual making a statement and a total 30 minute time allocation. Persons wishing to speak should complete a Speaker's Card and present it to the Board Secretary. After receiving recognition from the President, please stand and address the Board. Because this is the time for the public to comment it is our time to hear from you. Although the Board will not respond we want you to know that we are listening to you carefully.

4. Informational Items

4.1. Bellevue Annual Presentation by Principal Nina Craig

5. Action

- 5.1. Consider Approval of Fee Schedule as related to Policy BP/AR Facility Use
- 5.2. Consider Approval of FY2017/18 Audit Findings by Christy White and Associates
- 5.3. Consider Approval of MOU with BEA Regarding Catastrophic Leave Donations for Nora Pike
- 5.4. Consider Approval of BEA “Sunshine” Letter Declaring Negotiation Openers for 2018-19
- 5.5. Consider Ratification of Bills and Warrants

6. Consent Calendar

- 6.1. Board Meeting Minutes
 - 6.1.1. Regular Board Meeting Minutes December 11, 2018
- 6.2. BUSD CAP/SRMH Dental Program Agreement Amendment 2
- 6.3. Babs Cavanaugh's Service Agreement with BUSD
- 6.4. Acknowledge and Accept Grants & Donations
 - 6.4.1. Laurie Leach - Bellevue Elem - Violin Program \$400.00
 - 6.4.2. John Donnelly - Bellevue Elem - Violin Program \$500.00
 - 6.4.3. Suzanne Turk White- Bellevue Elem - Violin Program \$100.00
 - 6.4.4. Ettamarie Peterson- Bellevue Elem - Violin Program \$100.00
- 6.5. Contracts for Special Education Services for Nonpublic Schools and Nonpublic Agencies 2018-19
- 6.6. Personnel Activity Log

7. Discussion/Action

- 7.1. Salary Schedule Revision: HR Manager

8. Reports

- 8.1. California School Employees Association, Chapter 501
- 8.2. Bellevue Education Association
- 8.3. Principal Reports
- 8.4. Board Reports/Board Items
- 8.5. Superintendent Report
 - 8.5.1. Enrollment Update

9. Planning

February 19, 2019	Regular Board Meeting	5:30pm	Taylor Mountain (recognitions)
March 12, 2019	Regular Board Meeting	5:30pm	Taylor Mountain (recognitions)
April 16, 2019	Regular Board Meeting	5:30pm	Taylor Mountain (recognitions)
May 21, 2019	Regular Board Meeting	5:30pm	Taylor Mountain (recognitions)
June 17, 2019	Special Board Meeting	5:30pm	BUSD Board Room (LCAP & Budget Hearing)
June 18, 2019	Regular Board Meeting	5:30pm	BUSD Board Room

Notice

The Bellevue Union School District complies with the Americans with Disabilities Act. Should you require special accommodations, or more information about accessibility, please contact the Superintendent's Office by calling (707)542-5197 x2. All efforts will be made for reasonable accommodations.

Agenda available in Spanish upon request. Orden del día disponible en español si se solicita.

*District Employees, parents and community members shall treat each other with civility, courtesy and respect.
Civility Policy (BP 1313)*

Bellevue Union School District

Agenda Item for Board Meeting of January 15, 2019

Agenda Category: Action

Agenda Item Title: Consider Approval of Fee Schedule as related to Policy BP 1300
Community Relations

Prepared By: David Alexander, Ed.D., Superintendent

Background:

Current Board Policy 1330 Community Relations: Use of school facilities states:
The Bellevue Union School District Governing Board believes that school facilities and grounds are a vital community resource which should be used to foster community involvement and development. Therefore, the Board authorizes the use of school facilities by district residents and community groups for purposes specified in the Civic Center Act, to the extent that such use does not interfere with school activities or other school-related uses.

The Board shall grant the use of school facilities or grounds without charge to school-related organizations whose activities are directly related to or for the benefit of district schools. All other groups requesting the use of school facilities under the Civic Center Act shall be charged an amount not exceeding direct costs

Groups shall be charged fair rental value when using school facilities or grounds for entertainment or meetings where admission is charged or contributions solicited and net receipts are not to be expended for charitable purposes or for the welfare of the district's students.

The Board shall adopt a comprehensive schedule of fees to be charged for community use of school facilities and grounds.

Currently, there is no fee schedule associated with school facilities and ground use. The Board directed the Superintendent at its November 15, 2018 board meeting to develop a fee schedule for recommendation to the Board. The attached Facilities Use Fees schedule reflects a study of comparing surrounding school districts facility use fees to created the attached BUSD Facilities Use Fee schedule.

Recommended Action:

Approval of Fee Schedule

Supporting Documents:

Facilities Use Fee Schedule

Bellevue Union School District

Facility Use Fees

The Bellevue Union School District Governing Board believes that school facilities and grounds are a vital community resource which should be used to foster community involvement and development. Therefore, the Board authorizes the use of school facilities by district residents and community groups for purposes specified in the Civic Center Act, to the extent that such use does not interfere with school activities or other school-related uses.

The Board shall grant the use of school facilities or grounds without charge to school-related organizations whose activities are directly related to or for the benefit of district schools. All other groups requesting the use of school facilities under the Civic Center Act shall be charged an amount not exceeding direct costs

Groups shall be charged fair rental value when using school facilities or grounds for entertainment or meetings where admission is charged or contributions solicited and net receipts are not to be expended for charitable purposes or for the welfare of the district's students.

Facility	Fair Rental Value	Direct Cost
Classroom	\$40/hour	\$20/hour
Library	\$40/hour	\$20/hour
Multi-Use/Gym (available tables and chairs included)	\$75/hour	\$20/hour
Kitchen**	\$50/hour	\$50/hour
Restrooms	included	included
Athletic Fields/Outdoor Events	\$45/hour	\$20/hour
Parking Lot	included	included
Application fee	\$0	\$0
District Personnel Cost*	\$40/hour	\$40/hour
Refundable Security Deposit	\$100	\$100

All cost is noted per hour unless indicated otherwise

*4-hour minimum on weekends

** Requires BUSD food service staff member present

r1/15/19

Bellevue Union School District

Agenda Item for Board Meeting of January 15, 2019

Agenda Category: Review and Action

Agenda Item Title: Consider Approval of FY 2017/18 Audit Findings by Christy White and Associates

Prepared By: Chris J. Kim, CBO

Background:

Presented for the Board’s review and approval is the audit report of the District’s financial statements and governmental activities for the 2017/18 fiscal year by Christy White and Associates. In summary, the audit identified 9 areas of weakness to internal controls over financial reporting. These findings are outlined below along with the District’s correction action statements.

Finding 2018-001: Associated Student Body (ASB) Funds

Summary of Finding: A sample of the District’s Student Body Accounts found the potential for irregularities in accounting to go unnoticed. For example, certain income statements and bank reconciliations from Stony Point Academy were unaccounted for.

Corrective Action: The District Office will develop a business procedure on behalf of the School Sites with template income statements and transaction summaries. Bank reconciliations by the School Site will be compiled by the District Office on a quarterly basis. The District will provide each student body account clerk with the latest FCMAT Associated Student Body Accounting Manual as a point of reference.

Finding 2018-002: Bidding Procedures

Summary of Finding: One project that went to bid did not consistently follow the public contract code in that the lowest bidder was not utilized.

Corrective Action: The District will review its bid procedures to ensure that all contracts required to go to bid follow the protocols established under the public contract code. The guidelines will be reviewed with the members of the District’s business leadership team during subsequent cabinet meetings.

Finding 2018-003: Cash Receipts Internal Control

Summary of Finding: 4 out of 25 cash deposits were not completed in a timely manner and contained inadequate supporting documentation.

Corrective Action: The District's Chief Business Official will take direct ownership over this process from the Business Department and implement an updated procedure for issuing cash receipts which include the inclusion of adequate supporting documentation, recording of records in the financial information system, and timely depositing of funds.

Finding 2018-004: Controls over District Credit Cards

Summary of Finding: 7 out of 25 credit card transactions were missing receipts to support the transaction.

Corrective Action: The District will establish updated credit card use procedures that guide monthly reconciliation of receipts and monitoring of credit card purchases.

Finding 2018-005: Internal Controls over Cash Disbursements

Summary of Finding: 4 out of 25 items had Purchase Orders dated after the invoice date.

Corrective Action: The District will work to ensure that all purchase orders are filed in a readily accessible location prior to the disbursement of funds. The Business Office shall establish a procedure that ensures the following three documents are always included: (1) A copy of the warrant, (2) itemized invoice, and (3) purchase order.

Finding 2018-006: Instructional Materials

Summary of Finding: The district held its public hearing for instructional materials on October 7, 2018 which is after the deadline set by Education Code 60119.

Corrective Action: The District will work to schedule a public hearing for instructional materials prior to the end of the 8th week from the first day pupils attend school for the year.

Finding 2018-007: Classroom Teacher Salaries

Summary of Finding: The District spent 59.67% of its operating expenses on certificated salaries, which falls 0.33% below the 60% minimum required by the State of California.

Corrective Action: The District reduced its administrative overhead cost related to non-classroom salaries as part of its 2018-19 spending reduction plan. It is projected that the District will meet the 60% minimum percentage requirement in

subsequent

years.

Finding	2018-008:	Attendance	Reporting
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Summary of Finding: The testing of Average Daily Attendance reports found a net understatement of 0.08 ADA resulting in a loss of \$820.26 due to the District.

Corrective Action: The District will review its attendance reporting procedures with each Site and ensure that monthly reconciliations are performed.

Finding 2018-008: Unduplicated Local Control Funding Formula Pupil Counts

Summary of Finding: 7 Student s were not properly classified and documentation could not be located (due to the closure of Stony Point Academy).

Corrective Action: The District will review its CalPADS reporting procedures to ensure that proper supporting documentation is tagged to each student designation.

Recommended Action:

Review and Approve

Supporting Documents:

The Bellevue Elementary School Audit Report will be uploaded on the District's Website. Printed copies of the report will be made available on the day of the Board Meeting.

Bellevue Union School District

Agenda Item for Board Meeting of December 11, 2018

Agenda Category: Review and Action

Agenda Item Title: Consider Approval of MOU with BEA Regarding Catastrophic Leave Donations for Nora Pike

Prepared By: Chris J. Kim, CBO

Background:

Article 13.A.3 of the Contractual Agreement between BEA and the District identifies a Catastrophic Leave Program that “permits unit members to donate sick leave days to another unit member when that unit member or a member of his/her immediate family suffers from a verifiable catastrophic illness or injury if prescribed conditions are met. The Catastrophic Leave Program is currently structured in a format where unit members interested in participating contribute accumulated sick leave hours into a central “bank” in order to draw on catastrophic benefits themselves.

This program was not implemented and there is currently no centralized bank of catastrophic leave hours on record, nor has unit member participation in the program been offered or confirmed for the 2018/19 academic year.

This MOU applies only to Ms. Nora Pike, a Certificated Teacher at the Bellevue Union School District who qualifies for catastrophic leave. The referenced Memorandum of Understanding between BEA and BUSD allows for the direct contribution of leave hours in the absence of an active program.

Cost:

n/a

Recommended Action:

Review and Approve.

Supporting Documents:

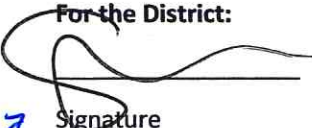
Memorandum of Understanding (“MOU”) Between The Bellevue Education Association (“BEA”) and The Bellevue Union School District (“District”)

**Memorandum of Understanding ("MOU")
Between
The Bellevue Education Association ("BEA") and
The Bellevue Union School District ("District")**

The parties agree as follows:

1. Article 13.A.3 of the Contractual Agreement between BEA and the District identifies a Catastrophic Leave Program that "permits unit members to donate sick leave days to another unit member when that unit member or a member of his/her immediate family suffers from a verifiable catastrophic illness or injury if prescribed conditions are met.
2. The Catastrophic Leave Program is currently structured in a format where unit members interested in participating contribute accumulated sick leave hours into a central "bank" in order to draw on catastrophic benefits themselves.
3. This program was not implemented and there is currently no centralized bank of catastrophic leave hours on record, nor has unit member participation in the program been offered or confirmed for the 2018/19 academic year.
4. The parties agree that given the lack of an active program, catastrophic leave donations may be contributed directly from active employees of the Bellevue Union School District to the specific individual referenced in line 5 of this MOU.
5. This MOU applies only to Ms. Nora Pike, a Certificated Teacher at the Bellevue Union School District for the 2018/19 academic year.
6. Catastrophic leave donations to this individual shall be limited to (2) two days per unit member.
7. Catastrophic Leave donations will be applied in the order received.
8. Unused Catastrophic Leave donations will be returned to the donating unit member.
9. This MOU does not impact any other unit members of BEA.
10. This MOU shall not set a precedent for any reason.

For the District:


Signature

1/9/18
Date

For the Association:


Signature

1/9/18
Date

Bellevue Union School District

Agenda Item for Board Meeting of January 15, 2019

Agenda Category: Review and Action

Agenda Item Title: Consider Approval of BEA “Sunshine” Letter Declaring Negotiation Openers for 2018-19

Prepared By: Chris Kim, Ed.D., CBO

Background:

Each year BEA submits a “sunshine” letter notifying the district of their intent for contract negotiations for the year. For 2018-19, BEA has opened the following articles:

- Salary and Benefits as found in Article 14
- Article 8: Class Size
- Article 17: Miscellaneous

This letter is submitted to the Board for review and approval.

Recommended Action:

It is recommended that the Board of Trustees approve the BEA “Sunshine” Letter Declaring Negotiation Openers for 2018-19.

Supporting Documents:

BEA “Sunshine” Letter

January 11, 2019

Superintendent Dr. David Alexander
BUSD Board of Trustees President
3150 Education Drive
Santa Rosa, CA 95407

Dear Dr. Alexander and Ms. Reyes:

The Bellevue Education Association hereby provides public notice, pursuant to California Government Code Sec. 3547, of its intention to negotiate improvements in the learning conditions of students and the wages and working conditions of certificated employees of the District as follows:

- Salary and Benefits as found in Article 14
- Article 8: Class Size
- Article 17: Miscellaneous

This matter is of extreme importance due to the district's failure to comply with California Government Code 3543.7 which states, "The duty to meet and negotiate in good faith requires the parties to begin negotiations prior to the adoption of the final budget for the ensuing year sufficiently in advance of such adoption date so that there is adequate time for agreement to be reached, or for the resolution of an impasse."

Please include this matter on the publicly noticed agenda of the next scheduled school board meeting and attach this letter as an addendum to that agenda. We look forward to agreeing on dates and times to bargain the above stated articles.

Respectfully submitted,



Tiffany Kampmann
BEA Bargaining Chair

cc: Dr. David Alexander
Mark Mitchell
Lisa Reyes

Bellevue Union School District
Agenda Item for Board Meeting

Agenda Category: Review and Action

Agenda Item Title: Ratification of Bills and Warrants

Background:

Warrants issued since the last regularly scheduled Board meeting are submitted for ratification.

Recommended Action:

It is recommended the Board ratify these warrants.

Supporting Documents:

Payroll Totals

Board Report of Checks

Bellevue Union School District

2018-2019

Payroll Totals

Payroll Regular 12/31/2018

Certificated	\$ 707,538.35
Classified	<u>\$ 261,044.26</u>
	\$ 968,582.61

Supplemental Payroll 12/10/2018

Certificated	\$16,348.00
Classified	<u>\$ 12,086.60</u>
	\$ 28,434.60

Manual Payroll 12/18/2018

Certificated	\$2,524.50
Classified	<u>\$ 883.24</u>
	\$3,407.74

Totals	\$1,000,424.95
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Checks Dated 12/06/2018 through 01/09/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1684123	12/07/2018	Nina S. Craig	01-4397	Parent Coffee Meeting	16.00	
				PBIS Prizes@ BV	217.33	233.33
1684124	12/07/2018	Sally McDaniel	01-5200	Supoort & guidance Mileage Expense	41.26	
				Support & Guidance Mileage Expense	25.12	66.38
1684125	12/07/2018	Daniel W. Hoffman	01-4310	Varies Supplies and Meetings/Incentives		499.78
1684126	12/07/2018	Moriah F. Rushing Hart	01-4397	Flowers to Employee N.Pikes		70.54
1684127	12/07/2018	Gilda T. Pascual Deniro	01-4397	Board Meeting		39.97
1684128	12/07/2018	Kayla B. Todd	13-4390	Sour Cream for Kitchen	7.99	
				Yellow Onions for Kitchen	6.17	14.16
1684129	12/07/2018	Maria T. Gomez	01-5201	Mail P/U from school sites/SCOE		83.49
1684130	12/07/2018	AKJ Education	01-4310	KW: Reading Materials		1,634.62
1684131	12/07/2018	Alsco (American Linen)	13-5800	Open PO- KS 2018/19	92.66	
				Open PO- MV 2018/19	126.32	
				Open PO- TM 2018/19	172.82	391.80
1684132	12/07/2018	SYNCB/Amazon	01-4310	ELC: Preschool Speech Program Supplies	472.86	
				KW: Classroom Library Material	84.14	
				KW: Spanish Books	117.88	
				KW: Spanish Books- Students	107.82	
			01-4350	DO : Office Supplies Purchases	287.62	
			01-4380	DO : Office Supplies Purchases	119.82	
			13-4390	DO : Office Supplies Purchases	67.14	1,257.28
1684133	12/07/2018	Anova Education & Behavior	01-5800	NPS: W.A.S.	5,368.96	
				NPS: B.T	5,216.42	10,585.38
1684134	12/07/2018	At Home Nursing Services	01-5800	DO: Nurse Services for S.M	3,472.18	
				DO: NPS Nursing Service for C.B	2,725.41	
				DO: Nursing Services for D.R	2,660.20	8,857.79
1684135	12/07/2018	Bartley Pump Inc	01-5800	Open PO -Bartley Pump 2018/19		2,190.07
1684136	12/07/2018	Buchanan Food Service	13-4710	OPEN PO :-B.V. Food for Food Svc 2018/19	1,223.19	
				OPEN PO: TM Food for Food Svc 2018/19	837.68	
				OPEN PO: MV Food for Food Svc 2018/19	1,258.61	3,319.48
1684137	12/07/2018	AT & T	01-5911	Open PO Long Distance- CALNET 3 2018/19		841.47
1684138	12/07/2018	Camacho, Juan M	01-5803	DO-Interpretation Translation Services		630.00
1684139	12/07/2018	Dennis Carrera	01-5803	DO: Spanish & English Interpreting (ELC)		1,035.00
1684140	12/07/2018	Clover Stornetta Farms Inc	13-4715	BS - Student Milk 2018/19	710.30	
				KW- Student Milk 2018/19	482.50	
				MV- Student Milk 2018/19	1,071.50	
				TM- Student Milk 2018/19	914.66	3,178.96

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Checks Dated 12/06/2018 through 01/09/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1684141	12/07/2018	Coastline Distributors, Inc	13-4710	OPEN PO- BV - Fruit & Vegetable 2018/19	916.45	
				OPEN PO- MV - Fruit & Vegetable 2018/19	769.45	
				OPEN PO- TM - Fruit & Vegetable 2018/19	1,041.90	2,727.80
1684142	12/07/2018	Curriculum Associates, Inc.	01-4310	DO; Testing Materials		1,209.59
1684143	12/07/2018	Discovery Office Systems	01-4310	DO: Service Contract all sites 2018/19		702.66
1684144	12/07/2018	Environmental Pump Services, Inc.	13-5800	Open PO-Grease Trap Service		125.00
1684145	12/07/2018	Fagen Friedman & Fulfroost	01-5823	Burbank Housing Case		3,434.80
1684146	12/07/2018	Friedman's Home Improvement	01-4380	Open PO - General Dist Maint 2018/19	398.15	
				Open PO -KW 2018/19	155.31	
			01-4390	Open PO - General Dist Maint 2018/19	132.72	686.18
1684147	12/07/2018	Gold Star Foods, Inc.	13-4710	OPEN PO BV Food Supply 2018/19	1,704.46	
				OPEN PO MV Food Supply 2018/19	1,270.28	
				OPEN PO TM Food Supply 2018/19	3,321.24	6,295.98
1684148	12/07/2018	TouchMath	01-4310	ELC: FOR SDL & RSP Supplies		3,254.75
1684149	12/07/2018	Jive Communications Inc	01-5911	Monthly Charges- Phones- OPEN PO 2018/19		4,574.63
1684150	12/07/2018	Kids Hear	01-5800	Nursing Services 2018/19		8,100.00
1684151	12/07/2018	Michelle Jacobsen-McCarthy	01-5800	DO: Bilingual Licensed Ed Psychologist		1,000.00
1684152	12/07/2018	Dawn Moore	01-5800	Chorus KW, TM, BV, MV- OPEN 2017/18		880.00
1684153	12/07/2018	North Bay Children's Center	12-5100	BUSD: Pre-School Program Adm		98,002.85
1684154	12/07/2018	North Valley Schools	01-5800	NPS : For Student A.B		8,584.26
1684155	12/07/2018	Office Depot Inc	01-4310	ELC : Classroom Mateirals/ Supplies		125.30
1684156	12/07/2018	RGM And Associates	01-5800	DO : General Management Services		780.00
1684157	12/07/2018	RGM And Associates	01-5800	DO : General Management Services		135.43
1684158	12/07/2018	Santa Rosa, City Of	01-5560	Open PO for Water bill MV		120.00
1684159	12/07/2018	School Specialty	01-4350	MV: Supplies	294.80	
				MV; Materials and Supplies for PBIS	355.60	650.40
1684160	12/07/2018	Sonoma County Office Of Educ	01-5800	DO: Workshop		40.00
1684161	12/07/2018	Sondra M Pierce	01-5800	DO: Contract for Speech and Language Teletherapy		1,204.17
1684162	12/07/2018	Sonitrol Security	01-5805	Open PO-Intrusion Monitoring 2018/19		47.45
1684163	12/07/2018	Jody Tuck	01-5800	Contract Services for CALPADS-2018/19		1,200.00
1684164	12/07/2018	West County Transportation	01-5833	MV: Field Trip		291.76
1685626	12/14/2018	Alsco (American Linen)	13-5800	Open PO- BV 2018/19		107.15
1685627	12/14/2018	Buchanan Food Service	13-4710	OPEN PO :-B.V. Food for Food Svc 2018/19	303.16	
				OPEN PO: TM Food for Food Svc 2018/19	355.86	
				OPEN PO: MV Food for Food Svc 2018/19	480.85	1,139.87
1685628	12/14/2018	Clover Stornetta Farms Inc	13-4715	BS - Student Milk 2018/19	425.00	

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Checks Dated 12/06/2018 through 01/09/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1685628	12/14/2018	Clover Stornetta Farms Inc		KW- Student Milk 2018/19	380.00	
				MV- Student Milk 2018/19	260.00	
				TM- Student Milk 2018/19	480.31	1,545.31
1685629	12/14/2018	Coastline Distributors, Inc	13-4710	OPEN PO- BV - Fruit & Vegetable 2018/19	595.30	
				OPEN PO- MV - Fruit & Vegetable 2018/19	456.80	
				OPEN PO- TM - Fruit & Vegetable 2018/19	270.68	1,322.78
1685630	12/14/2018	Cypress School NPS	01-5800	DO: NPS Services for K.M		4,440.79
1685631	12/14/2018	Action Plumbing Maintenance	01-5800	OPEN PO Plumbing Repairs 2018/19		535.00
1685632	12/14/2018	Decker Inc Decker Equipment/School Fix	01-4380	OPEN PO - Parts Only 2018/19		622.68
1685633	12/14/2018	Discount School Supply	01-4310	ELC: Varies Students Supplies		165.74
1685634	12/14/2018	Discovery Office Systems	01-4310	DO: Service Contract all sites 2018/19		1,199.64
1685635	12/14/2018	DK Landscaping	01-5800	M&O: Bellevue Elementary	450.00	
				M&O: MV- Planting Of Trees	8,482.77	
				M&O:Irrigation System Inspection	1,110.00	10,042.77
1685636	12/14/2018	ESP & Alarm Inc.	01-5805	M&O: Security Guard	3,675.00	
				Open PO BV Monthly Patrols	375.00	
				Open PO KS/ELC Monthly Patrols	678.00	
				Open PO MV Monthly Patrols	257.81	
				Open PO TM Monthly Patrols	678.00	
			09-5805	Open PO MV Monthly Patrols	117.19	5,781.00
1685637	12/14/2018	TIAA Commerical Finance	01-5600	Copier Lease Contract # 2023517		328.39
1685638	12/14/2018	Fishman Supply Co	01-4380	DO: Compost Bags for TM, BV KW & MV 2018/19	662.84	
			01-5800	M&O: Custodial Equipment Repairs	49.66	712.50
1685639	12/14/2018	Friedman's Home Improvement	01-4380	Open PO - General Dist Maint 2018/19	291.81	
				Open PO -KW 2018/19	235.02	
			01-4390	Open PO - General Dist Maint 2018/19	97.28	624.11
1685640	12/14/2018	Gold Star Foods, Inc.	13-4710	OPEN PO BV Food Supply 2018/19	512.10	
				OPEN PO MV Food Supply 2018/19	1,293.13	
				OPEN PO TM Food Supply 2018/19	762.54	2,567.77
1685641	12/14/2018	Hardware Tech Inc.	01-4380	Open PO- Maint Service all sites 2018/19		335.00
1685642	12/14/2018	Johnstone Supply	01-4370	Open PO HVAC Supplies 2018/19	1,427.72	
			01-4380	Open PO HVAC Supplies 2018/19	713.86	2,141.58
1685643	12/14/2018	PG&E	01-5520	Open PO -P G & E 2018/19		181.33
1685644	12/14/2018	Rexel USA, INC Platt Electric Supply	01-4370	DO- OPEN PO Replace Light Bulds	59.43	
			01-4380	DO- OPEN PO Replace Light Bulds	59.43	118.86
1685645	12/14/2018	Recology Sonoma Marin	01-5560	BV- Garage & Recycling Pick up 2018/19	1,333.97	
				KW/ELC- Garage & Recycling	1,463.37	

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Checks Dated 12/06/2018 through 01/09/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1685645	12/14/2018	Recology Sonoma Marin		MV Garage & Recycling Pick up	1,333.97	
				TM- Garage & Recycling Pick up	1,463.37	5,594.68
1685646	12/14/2018	Redwood Pediatric Therapy Asso	01-5100	DO : Occupational Therapy Contract 2018/19		7,272.73
1685647	12/14/2018	Santa Rosa City Schools	13-5100	Open PO-Meals for KS	13,327.87	
			13-5800	Open PO-Meals for KS	1,897.13	15,225.00
1685648	12/14/2018	Sonoma County Office Of Educ	01-5200	BV: Workshop		120.00
1685649	12/14/2018	Sondra M Pierce	01-5800	DO: Contract for Speech and Language Teletherapy		1,728.33
1685650	12/14/2018	TLCD Architecture	25-6200	DO : SPA Charter		1,193.00
1685651	12/14/2018	US Bank Equipment Finance	01-5632	Open PO - Copier at Kawana Springs		1,096.44
1685652	12/14/2018	Weinstein Security Inc	01-5805	M&O: Security Service @ KW & ELC		1,760.00
1685653	12/14/2018	WEX BANK	01-4362	DO : Fuel Card		415.43
1686411	12/19/2018	AlSCO (American Linen)	13-5800	Open PO- MV 2018/19		63.16
1686412	12/19/2018	Advanced Reproduction Center	01-5800	Open PO-ARC- Copies 2018/19		1,120.47
1686413	12/19/2018	At Home Nursing Services	01-5800	DO: Nurse Services for S.M	1,667.74	
				DO: NPS Nursing Service for C.B	1,634.96	
				DO: Nursing Services for D.R	1,437.64	4,740.34
1686414	12/19/2018	AT & T	01-5911	Open PO Long Distance- CALNET 3 2018/19		34.01
1686415	12/19/2018	Dennis Carrera	01-5803	DO: Spanish & English Interpreting (ELC)		1,410.00
1686416	12/19/2018	Citi Cards	01-4362	DO: OPEN PO: Maintenance & Operations	365.79	
			01-4380	DO: OPEN PO: Maintenance & Operations	182.90	
			01-5800	DO: OPEN PO: Maintenance & Operations	365.78	914.47
1686417	12/19/2018	Discovery Office Systems	01-4310	KW: Copier Supplies		544.75
1686418	12/19/2018	Great America Financial Svcs	01-5950	OPEN PO-Postbase 45 mail machine		179.00
1686419	12/19/2018	John Deere Financial	01-4380	Open PO- Maint and Grounds 2018/19	225.76	
			01-4390	Open PO- Maint and Grounds 2018/19	225.74	451.50
1686420	12/19/2018	Kids Hear	01-5800	Nursing Services 2018/19		8,100.00
1686421	12/19/2018	Dawn Moore	01-5800	Chorus KW, TM, BV, MV- OPEN 2017/18		620.00
1686422	12/19/2018	North Bay Children's Center	12-5100	BUSD: Pre-School Program Adm		86,244.71
1686423	12/19/2018	North Valley Schools	01-5800	NPS : For Student A.B		3,168.55
1686424	12/19/2018	School Specialty	01-4310	MV: School Supplies 2018/19		102.47
1686425	12/19/2018	Shiffler Equipment Sales	01-4380	Open PO-Shiffler Equipment Services		462.05
1686426	12/19/2018	Leanne Wangler	01-5100	ELC: Speech for E.J	492.65	
			01-5800	DO :Individual Speech for A. P	492.65	
				ELC: Individual Speech for D.Q	492.65	1,477.95
1688656	01/04/2019	State of CA EDD	01-3501	Interest and Fees		155.30

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Checks Dated 12/06/2018 through 01/09/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1688657	01/04/2019	California's Valued Trust	01-9570	Dec-Premiums		144,306.24
1688658	01/04/2019	The Standard Insurance Co	01-9575	Dissability Insurance-Nov		1,889.53
1688659	01/04/2019	Roger Farrell	01-5800	rental for KS & Light Bulbs		350.41
1688660	01/04/2019	David Alexander	01-5800	Board Meeting Supplies		8.67
1688661	01/04/2019	AT&T	01-5840	OPEN PO For Circuit Numbers -1369		1,830.11
1688662	01/04/2019	AT&T Mobility	01-5911	Open PO for Emergency Phone # 8341		461.44
1688663	01/04/2019	Citi Cards	01-4362	DO: OPEN PO: Maintenance & Operations	55.78	
			01-4380	DO: OPEN PO: Maintenance & Operations	27.90	
			01-5800	DO: OPEN PO: Maintenance & Operations	55.78	139.46
1688664	01/04/2019	Cmrs-fp	01-5950	Open PO-District Postage 2018/19		3,000.00
1688665	01/04/2019	Santa Rosa, City Of	01-5560	Open PO for Water bill BV	859.46	
				Open PO for Water bill KS	1,123.27	
				Open PO for Water bill MV	936.61	
				Open PO: TM for Water BILL	918.75	3,838.09
1688666	01/04/2019	Spurr	01-5510	Open PO Spurr/ June 1, 2014- June 30 2019		892.63
1689681	01/09/2019	Maria T. Gomez	01-5201	Mileage Reimbursement		75.60
1689682	01/09/2019	Alsco (American Linen)	13-5800	Open PO- MV 2018/19	126.32	
				Open PO- TM 2018/19	86.41	212.73
1689683	01/09/2019	At Home Nursing Services	01-5800	DO: Nurse Services for S.M	1,667.74	
				DO: NPS Nursing Service for C.B	1,493.67	
				DO: Nursing Services for D.R	1,437.64	4,599.05
1689684	01/09/2019	Buchanan Food Service	13-4710	OPEN PO :-B.V. Food for Food Svc 2018/19	1,302.86	
				OPEN PO: TM Food for Food Svc 2018/19	290.28	
				OPEN PO: MV Food for Food Svc 2018/19	1,366.57	2,959.71
1689685	01/09/2019	AT & T	01-5911	Open PO Long Distance- CALNET 3 2018/19		315.71
1689686	01/09/2019	Clover Stornetta Farms Inc	13-4715	BS - Student Milk 2018/19	547.90	
				MV- Student Milk 2018/19	1,138.22	1,686.12
1689687	01/09/2019	Coastline Distributors, Inc	13-4710	OPEN PO- BV - Fruit & Vegetable 2018/19	1,161.75	
				OPEN PO- MV - Fruit & Vegetable 2018/19	709.50	
				OPEN PO- TM - Fruit & Vegetable 2018/19	397.75	2,269.00
1689688	01/09/2019	Rodney Justin Cook Cook Fire Protection	13-5800	MV-BV-Kitchen Hood Fire Suppression System		185.17
1689689	01/09/2019	Culligan of Sonoma County	01-5800	OPEN PO :Drinking Water 5 Gallon		45.45
1689690	01/09/2019	Fishman Supply Co	01-4370	M&O: Custodial Supplies@BV	2,413.59	
				M&O: Custodial Supplies @ ELC	794.21	
				M&O: Custodial Supplies @ TM	2,576.25	

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Checks Dated 12/06/2018 through 01/09/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1689690	01/09/2019	Fishman Supply Co		M&O; Custodial Supplies @ DO	112.44	
				M&O; Custodial Supplies @ KW	354.29	
				M&O; Custodial Supplies @ MV	1,871.85	8,122.63
1689691	01/09/2019	Friedman's Home Improvement	01-4380	Open PO -KW 2018/19	35.85	
				Open PO -MV 2018/19	41.84	77.69
1689692	01/09/2019	I.T.S.	01-5800	DO : Counseling Services for : C. B	404.80	
				DO:Couseling Services for J.S	303.60	
				ELC : Individual Counseling	607.20	1,315.60
1689693	01/09/2019	Gold Star Foods, Inc.	13-4710	OPEN PO BV Food Supply 2018/19	3,397.03	
				OPEN PO MV Food Supply 2018/19	817.06	
				OPEN PO TM Food Supply 2018/19	1,293.65	5,507.74
1689694	01/09/2019	Hardware Tech Inc.	01-4380	Open PO- Maint Service all sites 2018/19		347.00
1689695	01/09/2019	Kelly-Moore Paint Co Inc	01-4380	OPEN PO - Paint for all Sites 2018/19		92.51
1689696	01/09/2019	Lozano Smith, LLP	01-5823	Open PO-Legal Fees 2018/19		385.00
1689697	01/09/2019	Office Depot Inc	01-4310	ELC: Special Ed/ Office Supplies	129.03	
			01-4350	Open PO- District Office Supplies	141.49	
				TM: Office Supplies	76.51	347.03
1689698	01/09/2019	Robert G Smith RGS Consulting LLC	25-6200	M&O: Survey all sites		6,340.00
1689699	01/09/2019	Scholastic Classroom Magazines	01-4310	BV: Book Fair Order		2,327.00
1689700	01/09/2019	Carl E Smith DBA/ Sewer Camera Services	01-5800	DO: OPEN PO: Sewer Lines		1,950.00
1689701	01/09/2019	Weinstein Security Inc	01-5805	M&O: Security Service @ KW & ELC		1,760.00
1689702	01/09/2019	Wilson Architecture Inc	21-6200	KW: Kawana Shade Canopy		154.88
Total Number of Checks					119	555,001.32

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	General Fund	94	312,036.86
09	Stony Point Academy Charter	1	117.19
12	Child Development Fund	2	184,247.56
13	Cafeteria Fund	21	50,911.83
21	Building Fund	1	154.88
25	Capital Facilities Fund	2	7,533.00

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Checks Dated 12/06/2018 through 01/09/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
			Total Number of Checks	119	555,001.32	
			Less Unpaid Tax Liability		.00	
			Net (Check Amount)		555,001.32	

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Bellevue Union School District

Agenda Item for Board Meeting of December 11, 2018

Agenda Category: Review and Action

Agenda Item Title: Salary Scale Revision of Human Resources Manager Position

Prepared By: Chris J. Kim, CBO

Background:

On May 4, 2018, the Board of Trustees approved a plan to amend the District's Human Resources position from that of a Director level to a Manager level. Subsequently, the salary schedule was adjusted to reflect a decrease in Step 1 from \$80,081 to \$46,440 annually, with corresponding proportional decreases throughout the range.

Following three failed searches for a qualified candidate for this position (two qualified candidates declined based on salary requirements), the District leadership team has concluded that the current salary schedule is out of alignment with industry salary expectations and cost of living pressures.

Therefore, it is our recommendation to increase the Human Resources Manager salary schedule by the average between the current schedule and that of the prior (Director Level) schedule in an attempt to attract and hire a qualified Human Resources professional who can help us guide the District's personnel and strategic priorities.

Cost:

The projected net cost to the District may be an additional \$14,709 to \$20,239 per year depending on the placement of the candidate on proposed salary schedule.

Recommended Action:

Discussion and Action

Supporting Documents:

Prior Version and Updated Version of the Human Resources Salary Schedule

**Bellevue Union School District
Classified Management Salary Schedule**

Placement on these salary schedules will be determined by the Superintendent with the consideration of education, training/certification, years of relevant experience, and comparable rates of surrounding districts.

**Board Adopted: TBD
Effective: TBD**

Human Resources Manager - 260 Days

	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>	<u>Step 8</u>	<u>Step 9</u>	<u>Step 10</u>	<u>Step 11</u>	<u>Step 12</u>	<u>Step 13</u>	<u>Step 14</u>
Annual	\$65,372	\$68,116	\$70,159	\$72,264	\$74,432	\$76,665	\$78,965	\$81,334	\$83,774	\$86,287	\$88,876	\$91,542	\$94,288	\$97,361
Hourly	\$31.43	\$32.75	\$33.73	\$34.74	\$35.78	\$36.86	\$37.96	\$39.10	\$40.28	\$41.48	\$42.73	\$44.01	\$45.33	\$46.81

Human Resources Manager w/ Masters Degree - 260 Days

	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>	<u>Step 8</u>	<u>Step 9</u>	<u>Step 10</u>	<u>Step 11</u>	<u>Step 12</u>	<u>Step 13</u>	<u>Step 14</u>
Annual	\$66,402	\$69,146	\$71,189	\$73,294	\$75,462	\$77,695	\$79,995	\$82,364	\$84,804	\$87,317	\$89,906	\$92,572	\$95,318	\$98,391
Hourly	\$31.92	\$33.24	\$34.23	\$35.24	\$36.28	\$37.35	\$38.46	\$39.60	\$40.77	\$41.98	\$43.22	\$44.51	\$45.83	\$47.30

District Benefits:

The Bellevue Union School District contributes towards healthcare benefits to include dental and vision, at the same rate as Certificated Employees Benefits as negotiated in the current collective bargaining agreement. Benefits for eligible employees will begin on the first day of the month following the date of hire and are pro-rated for employment less than full-time.

Disability Insurance Plan

Monthly Professional Certification Stipend of \$50.00 (Maximum of 2 Certifications per Calendar Year)

Vacation Schedule:

Days per	<u>Years 1-5</u>	<u>Years 6-10</u>	<u>Years 11-19</u>	<u>Years 20+</u>
Month	1	1.25	1.667	2

Bellevue Union School District

Consent Calendar for Board Meeting of January 15, 2019

6. Consent Calendar

6.1. Board Meeting Minutes

- 6.1.1.1. Regular Board Meeting Minutes December 11, 2018
- 6.1.2. BUSD CAP/SRMH Dental Program Agreement Amendment
- 6.1.3. Babs Cavanaugh's Service Agreement with BUSD
- 6.1.4. Acknowledge and Accept Grants & Donations
 - 6.1.4.1. Laurie Leach - Bellevue Elem - Violin Program \$400.00
 - 6.1.4.2. John Donnelly - Bellevue Elem - Violin Program \$500.00
 - 6.1.4.3. Suzanne Turk White- Bellevue Elem - Violin Program \$100.00
 - 6.1.4.4. Ettamarie Peterson- Bellevue Elem - Violin Program \$100.00
- 6.1.5. Contracts for Special Education Services for Nonpublic Schools and Nonpublic Agencies 2018-19
- 6.1.6. Personnel Activity Log

Recommended Action:

It is recommended that the Board of Trustees approve the agenda items on the Consent Calendar.

Supporting Documents:

Backup documentation for each item on the Consent Calendar.

BUSD December 11, 2018 Board Meeting Minutes

1. Open Session 5:35 P.M.

1.1. Oath of Office:

- 1.1.1. John Jarvis – Two Year Term
- 1.1.2. Stephanie Merrida-Grant – Four Year Term
- 1.1.3. Lisa Reyes – Four Year Term
- 1.1.4. Juana Garcia - Four Year Term

1.2. Board Annual Reorganization:

- 1.2.1. Designation of Board President: Lisa Reyes
- 1.2.2. Designation of Vice President/Clerk: John Jarvis
- 1.2.3. Designation of District Superintendent as Board Secretary: David Alexander, Ed.D.
- 1.2.4. Designation of Monthly Meeting Location: District office or Taylor Mountain
- 1.2.5. Selection of District Representative: Adele Walker and Alternate: Stephanie Merrida-Grant to fill Vacancies on the Sonoma County Committee on School District Organization

1.3. The regular Board meeting of the Bellevue Union School District Board of Trustees was called to order by Board President Lisa Reyes, at the Bellevue Union School District Board Room.

1.4. Public Comment On Closed Session: NA

1.5. Adjourn To Closed Session NA (did not adjourn to closed session)

~~1.5.1 Closed Session Agenda~~

~~1.5.1.1 Public Employment § 54957~~

2. Reconvene to Open Session 6:00pm Taylor Mountain MPR 1210 Bellevue Ave E

2.1. Chorus to perform 6:00-6:15pm

2.2. Reconvene to Open Session 6:25pm

Flag Salute: Tawny Fernandez led the flag salute.

Members Present: Stephanie Merrida-Grant, John Jarvis, Adele Walker, Victor Ayala and David Alexander

Members Absent: None

Late Arrivals: None

Early Departures: None

BUSD December 11, 2018 Board Meeting Minutes

District Office Staff Present: David Alexander, Chris Kim, Moriah Hart, Larry Black, Roger Farrell, Paola Conde, Gilda DeNiro

Others Present: See Sign in Sheet

2.3. Report on Closed Session NA

2.4. Consider Agenda Adjustment: NA

2.5. Public Comment NA

3. Information:

3.1. Meadow View Annual Presentation by Principal Daniel Hoffman

4. Action

4.1. On a motion by Stephanie Merrida-Grant, second by Adele Walker, the Board approved the 2018-19 First Interim Financial Report & Budget Transfers

Action: Approved

Vote	5	Ayes
	0	Noes
	0	Absent

4.2. On a motion by John Jarvis, second by Adele Walker, the Board approved Form J-13A, Request for Allowance of Attendance Due to Emergency Conditions

Action: Approved

Vote	5	Ayes
	0	Noes
	0	Absent

4.3. On a motion by Stephanie Merrida-Grant second by John Jarvis, the Board approved Changes to Board Policy 3100 (Business and Non-Instructional Operations: Budget)

Action: Approved

Vote	5	Ayes
	0	Noes
	0	Absent

BUSD December 11, 2018 Board Meeting Minutes

- 4.4. On a motion by Adele Walker, second by John Jarvis, the Board approved the MOU with Schools of Hope/United Way

Action: Approved

Vote	5	Ayes
	0	Noes
	0	Absent

- 4.5. Ratification of Bills and warrants

Payroll Totals:

11.30.18 Certificated Regular Payroll	\$ 710,865.48
11.30.18 Classified Regular Payroll	\$ 248,922.55
11.09.18 Certificated Supp Payroll	\$ 24,967.00
11.09.18 Classified Supp Payroll	\$ 15,819.28

PAYROLL TOTAL:

\$1,000,574.31

Accounts Payable Totals:

Fund 01	General Fund	\$ 335,579.98
Fund 09	Stony Point Acad Charter	\$ 581.68
Fund 13	Cafeteria Fund	\$ 40,381.80
Fund 14	Deferred Mtn Fund	\$ 6,804.81
Fund 21	Building Fund	\$ 10,590.76
	<u>Total Payables</u>	<u>\$ 393,939.03</u>

On a motion by John Jarvis, second by Stephanie Merrida-Grant, the Board ratified the Bills and Warrants.

Action: Approved

Vote	5	Ayes
	0	Noes
	0	Absent

5. Consent Calendar

5.1.1.1. Consulting Services Agreement: Brenda Stracener

BUSD December 11, 2018 Board Meeting Minutes

- 5.1.1.2. Consulting Services Agreement with Ken Schwinn
- 5.1.1.3. Contract with A2A (School Innovations)
- 5.1.1.4. Updated Human Resources Manager Position Description (Updated 11.13.2018)
- 5.1.1.5. Board Meeting Minutes
 - 5.1.1.5.1. Regular Board Meeting Minutes November 13, 2018
- 5.1.1.6. Acknowledge and Accept Grants/donations
 - 5.1.1.6.1. The John Jordan Foundation - \$299 for Mary DesChenes, \$300 for Kelly Fitzgerald-Dimsho, \$300 for Martha Menth/Jim Boyce, \$300 for Natascha Simpson
 - 5.1.1.6.2. Donorschoose.org - Mrs Campbell-Sapp “Helping Young Thinkers Achieve”
- 5.1.1.7. Interdistrict Requests 2018-19
- 5.1.1.8. Personnel Activity Log

On a motion by Stephanie Merrida-Grant, second by Adele Walker, the Board approved the Consent calendar

Action:Approved

Vote	5	Ayes
	0	Noes
	0	Absent

6. Reports

- 6.1. California School Employees Association, Chapter 501
No Report
- 6.2. Bellevue Education Association
Jeanette Rohner, of the BEA, welcomed Juana Garcia as a new Board Member and thanked Superintendent Alexander for rescheduling the smoke day parent/teacher conferences and for keeping the BEA in the loop on issues.
- 6.3. Principal Reports
Daniel Hoffman, Principal at Meadow View, reported there was a lot going on with less than two weeks until winter break. There was a winter event calendar sent to the Board last week and all schools are preparing for the events listed. All schools would love to see Board members in attendance at their holiday events. Kawana’s students went to outdoor ed. All schools have officially completed their parent teacher/conferences. Boys basketball begins after the winter break.
- 6.4. Board Reports/Board Items

Adele Walker welcomed Juana. She also expressed her gratitude to everyone who worked during the smoke day closures and in the planning during and clean up after.

BUSD December 11, 2018 Board Meeting Minutes

John Jarvis said he received the newsletters from Bellevue. He reminded everyone there are a lot of colds going around and to wash their hands. He wished everyone a happy holidays and said “You are all great!”

Stephanie Merrida-Grant welcomed Juana to the Board. She said if Juana had any questions to ask of her colleagues on the Board because they're great. Further Ms. Merrida-Grant appreciated the thought and effort that went into the closure. It was a good start to the conversation. She feels the final day of closure was the correct call to make and suggested that this is probably our new normal and not the last time. She was looking forward to all the school celebrations and wished everyone a Merry Christmas and Happy New Year.

Lisa Reyes welcome Juana Garcia to the Board and thanked the Superintendent for closing the last day due to smoke stating she had received a lot of positive feedback from the community on the decision and our proces.

6.5. Superintendent Report

6.5.1. Enrollment/Attendance

David Alexander, Superintendent, shared some of the decision process to close schools due to the poor Air Quality Index (AQI), i.e., smoke days, and thanked everyone for the feedback regarding the decision to close due to AQI. Local school districts have been in discussion with SCOE and a task force was created. The state is also concerned about AQI and how to make closure decisions. Our go to indicator moving forward will be “airnow.” Thank you to the principals and to BEA for the combined effort to reschedule parent/teacher conferences. Dr. Alexander thanked everyone in the room for their efforts. He also gave a shout out to teachers Suzanne and Beth at Meadow View for leading the efforts to support their colleagues in the Paradise Unified School District affected by the fires. Happy Holidays and Merry Christmas.

7. Planning

January 15, 2019	Regular Board Meeting	5:30pm	BUSD District Office
February 19, 2019	Regular Board Meeting	5:30pm	Taylor Mountain (recognitions)
March 12, 2019	Regular Board Meeting	5:30pm	Taylor Mountain (recognitions)
April 16, 2019	Regular Board Meeting	5:30pm	Taylor Mountain (recognitions)
May 21, 2019	Regular Board Meeting	5:30pm	Taylor Mountain (recognitions)
June 18, 2019	Regular Board Meeting	5:30pm	BUSD District Office

BUSD December 11, 2018 Board Meeting Minutes

8. ~~Return to Closed session as needed~~

Open Session Adjournment Time: 7:41 P.M.

Respectfully Submitted,

By David Alexander Ed.D.
Secretary to the Board and
District Superintendent

Board Signature: _____ Date: _____

Bellevue Union School District
Board Meeting
Tuesday December 11, 2018
Sign-in Sheet

Name	School Site/Community Member
1	Rae Farrell
2	Carol Cho
3	Daniel Hoffman
4	TAMMY FERNANDEZ
5	ED TURNER
6	Gilda DeNiro
7	Jeanette Rehner
8	Nina Craig
9	
10	
11	
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AMENDMENT NO. TWO
DENTAL PROGRAM AGREEMENT

This amendment ("Amendment") shall amend and modify that certain Dental Program Agreement (the "Agreement") entered into September 1, 2014, by and between Bellevue Union School District ("School District"), St. Joseph Health Northern California, LLC, d.b.a. Santa Rosa Memorial Hospital ("Provider"), and Community Action Partnership of Sonoma County ("CAP") on behalf of the Sonoma County Department of Health Services ("DHS").

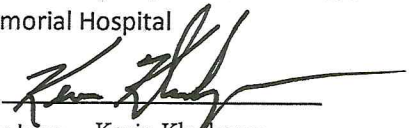
The Agreement is hereby amended as follows:

1. Amendment Effective Date. This Amendment shall be effective as of June 1, 2018.
2. Amended Term of Agreement: Section II.B under Term of Agreement is hereby amended to continue the term of the Agreement an additional three (3) years so that the Agreement shall be effective through May 31, 2021.
3. Effect of Amendment. All terms of the Agreement as amended that are not in conflict with this Amendment remain unchanged. This Amendment, together with the original Agreement and all prior amendments to it, comprises the complete and exclusive understanding of the parties regarding the subject matter herein, and supersedes all prior and contemporaneous communications between them, whether oral or written, concerning the subject matter hereof. This Amendment may be executed in counterparts, each of which shall be deemed an original. The parties may execute and exchange this Amendment by imaged copy or facsimile transmission.


SCHOOL DISTRICT OFFICIAL

By: _____
Name
Title
Address
Date: _____

ST. JOSEPH HEALTH NORTHERN
CALIFORNIA, LLC, d.b.a. Santa Rosa
Memorial Hospital

By: 
Raju Iyer - Kevin Klockenga
Chief Financial Officer - N. Calif. Regional CEO
Date: 12-11-18

COMMUNITY PARTNER

By: 
Name
Title Executive Director
Address 141 Stony Circle #210 Santa Rosa CA 95404
Date: 12/5/18

BK Consult - Barbara Kavanaugh

Consulting Services Agreement

This letter will confirm that BK Consult will enter into an agreement with the Bellevue Union School District for the provision of consultation services. The period of this agreement is from January 2019 – December 2019.

Babs Kavanaugh will provide 2 - 3 days of consulting services at the rate of \$150/hr. or daily rate of \$1,200.00. Consulting services include delivery of multiple governance workshops, pre-workshop phone interviews with the Superintendent and Trustees, workshop process design, workshop materials, workshop facilitation, a summary report from each workshop and updates to the BUSD Governance Handbook.

Barbara Kavanaugh agrees that she is not acting as an employee of the Bellevue Union School District and is not entitled to any benefits associated with such employment. The relationship between Bellevue Union School District and Barbara Kavanaugh is that of client and independent contractor/consultant. Barbara Kavanaugh acknowledges that Bellevue Union School District will provide her with a 1099 form for any consulting fees paid each calendar year, and that she is responsible for declaring and paying the appropriate income tax.

Bellevue Union School District understands the terms of the proposed Consulting Services Agreement and agrees to provide payment to BK Consult for services rendered accordingly.

Agreed to and Accepted:

BELLEVUE UNION SCHOOL DISTRICT

BY: _____
David Alexander, Superintendent

DATED: _____

BK CONSULT

BY: _____
Barbara Kavanaugh, BK Consult

DATED: _____

Bellevue Union School District

Agenda Item for Board Meeting of January 15, 2019

Agenda Category: Consent Calendar

Agenda Item Title: Approval of Contracts for Special Education Services for Nonpublic Schools and Non Public Agencies in FY 2018-19

Prepared By: Chris J. Kim, CBO

Background:

Board Policy 3312 states that for contracts “To be valid or to constitute an enforceable obligation against the district, all such contracts must be approved and/or ratified by the Board.” Attached is a list of contracts entered into to provide services needed by our students. In most instances, master contracts are negotiated by the Sonoma SELPA. Student information is left out as to not compromise their privacy.

Non Public Schools and Agencies:

School	Period	Cost
Lattice Ed. Services (2nd Grade)	11/29/18 - 5/31/19	\$27,142.64
Emerald Behav. Health (4th Grade)	10/16/18 - 2/19/19	\$7,218.57
Tosh Fritsch, MFT (3rd Grade)	10/30/18 - 5/31/19	\$2,185.92
Tosh Fritsch, MFT (6th Grade)	10/30/18 - 5/31/19	\$2,104.96
Emerald Behav. Health (1st Grade)	8/15/18 - 5/31/19	\$34,025.56
Emerald Behav. Health (1st Grade)	8/15/18 - 5/31/19	\$34,025.56
Emerald Behav. Health (3rd Grade)	8/15/18 - 5/31/19	\$34,025.56
Emerald Behav. Health (4th Grade)	8/15/18 - 5/31/19	\$35,592.97
Emerald Behav. Health (5th Grade)	8/15/18 - 5/31/19	\$34,025.56
Emerald Behav. Health (5th Grade)	8/15/18 - 5/31/19	\$34,025.56
Lattice Ed. Services (6th Grade)	8/16/18 - 5/31/19	\$44,418.44
North Valley (5th Grade)	8/15/18 - 5/31/19	\$56,353.58
Emerald Behav. Health (K Grade)	8/15/18 - 5/31/19	\$1,232.55
Emerald Behav. Health (2nd Grade)	8/15/18 - 5/31/19	\$1,232.55
Sierra School (Grade)	8/15/18 - 5/31/19	\$39,587.00
Total Cost:		\$387,196.98

Recommended Action:

Approve Contracts listed above.

Supporting Documents:

On file in the District Office

Bellevue Union School District Personnel Activity Log

For the period: December 12, 2018 – January 15, 2019

Date of Board Approval: January 15, 2019

Hiring/Reassignments:

Certificated:

Nothing to Report

Classified:

Nothing to Report

Terminations:

Certificated:

Nothing to Report

Classified:

Nothing to Report

Resignations/Retirements:

Certificated:

Nothing to Report

Classified:

Nothing to Report



**BELLEVUE UNION
SCHOOL DISTRICT**

Current Enrollment

School	8/27/2018	9/14/2018	10/15/2018	11/7/2018	12/5/2018	1/11/2019	2/6/2018	3/6/2018	4/3/2018	5/8/2018	6/5/2018
Bellevue	404	404	407	404	407	410					
Kawana	353	359	353	349	352	350					
Meadow View	421	420	413	409	405	408					
Taylor Mountain	440	442	438	440	441	435					
Total Enrollment	1618	1625	1611	1602	1605	1603	0	0	0	0	0

Census Day (CalPADS/LCFF) Enrollment (1st Wednesday of October)

School	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
District	1736	1786	1769	1802	1753	1691	1616				
Charter	0	37	71	94	145	144	0	0	0	0	0
Total Enrollment	1736	1823	1840	1896	1898	1835	1616	0	0	0	0

Attendance (P2, Average Attendance over 8 Months)

School	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2020/22	2021/23	2020/23
Bellevue	402.5	405.98	390.56	365.91							
Kawana	388.28	381.04	365.11	337.2							
Meadow View	397.04	408.64	425.19	437.12							
Taylor Mountain	501.97	502.84	483.03	456.27							
District Attendance	1689.79	1698.5	1663.89	1596.5	0	0	0	0	0	0	0
<i>% Attendance</i>	<i>95.52%</i>	<i>94.26%</i>	<i>94.92%</i>	<i>94.41%</i>	<i>0.00%</i>						
Charter	75.59	104.94	130.53	140.99	0						
With Charter	1765.38	1803.44	1794.42	1737.49	0	0	0	0	0	0	0
<i>% Attendance</i>	<i>95.94%</i>	<i>95.12%</i>	<i>94.54%</i>	<i>94.69%</i>	<i>0.00%</i>						

Updated: 1/11/2019