

Alexander Valley Union School District

Board of Trustees Meeting

November 14, 2019, at 5:30 PM

Alexander Valley School

LOCATION: Library

District Goals

2014-2020

Curriculum & Instruction

All AVS students will receive powerful education establishing a strong foundation for college and career readiness in the 21st Century

Professional Development

The District will maintain a highly professional and expert staff with annual professional development plans

Fiscal Responsibility

The District will maintain an undesignated unrestricted balance equal to 30% of annual expenditures and reserves for specific contingencies

Facilities

All AVS students will learn in a state of the art learning environment that is safe and excellently maintained

Emergency Response

The District will implement, maintain and improve the comprehensive emergency response plan

The Alexander Valley Union School District Board of Trustees meetings are open to the public, except for certain subjects that are addressed in closed executive session in accordance with the Brown Act. If any member of the public wishes to attend, and requires special accommodations due to handicapping conditions as outlined in the Americans with Disabilities Act, please contact the Superintendent-Principal in the Alexander Valley School Office at least 2 working days prior to the meeting.

1.0 Call to Order

2.0 Roll Call

3.0 Approval of the Agenda

4.0 Flag Salute

5.0 Students of the Month: Writing Awards

Break

6.0 Comments from the Audience

In accordance with Board Bylaw 9323, visitors are allowed to address the Board for up to three (3) minutes for a total of 20 minutes per topic. With Board consent, the president may increase or decrease the time allowed for public comment. The Board does not respond or take action on these comments.

7.0 Reports and Correspondence

- 7.1 Alexander Valley School Parent Club Report
- 7.2 Alexander Valley School Faculty Report
- 7.3 Alexander Valley Union School District Trustees' Reports
- 7.4 District Committee Reports
 - Wellness Committee
 - Citizens' Oversight Committee

8.0 Superintendent's Report

- Thank you to AVS Community for Support
- Current Enrollment Update

9.0 Consent items

- 9.1 Approval of Vendor Warrants
- 9.2 Approval of minutes of the October 3, 2019 Board Meeting
- 9.3 Approval of 2018/2019 Flood Days via J-13 Waiver

10.0 Curriculum and Instruction

10.1 Information: CAASPP Assessment Results (state, county, and district)

Mr. Reno will review 2019 comparative assessment results.

10.2 Information: 2019/2020 AVS Parent Survey Results

Mr. Reno will share the results from the October 2019 AVS Parent Survey

11.0 Personnel and Fiscal

11.1 Action: Approve Budget Updates

The Board will consider approving updates to the current budget.

11.2 Information: Multi-Year Budget

Anne Kopache will review changes/updates to Multi Year Budget and Mr. Reno will review 5 and 10-year budget projection percentage averages

11.3 Discussion: Alternate Project funding allocations for construction projects

Mr. Reno will review projected budget and alternate project expenses, as well as identifying potential contingency funds to complete possible alternate project(s) should district funding be needed. In addition, consider developing a contingency fund for Emergency Disaster Restoration

12.0 Facilities

12.1 Information: Update on “Next Steps” for Board to consider on facilities projects

Mr. Reno will review upcoming next steps re: going out to bid, prequalification list, and provide any DSA updates.

12.2 Information: RESIG Insurance Policy Updates: Wildfire Deductible

Mr. Reno and Ms. Kopache will review the Wildfire policy liability via RESIG

12.3 Action: Acceptance of a Community Member Donation of “New Heights” Art

Mr. Reno will review the “gift” donation status of the Gary Lee Price sculpture being donating by Ms. Cheryl Tuck-Bernstein to AVS. The Board will consider taking action on accepting gift.

13.0 Governance

13.1 Information: Form 700 via email from Sonoma County Administration Office

Mr. Reno will remind Trustees to look for email from county re: Form 700 which needs to be completed annually.

13.2 Action: Designate the Date of the Annual Organizational Meeting

The Board may consider designating December 16th (Monday) as the date of the Annual Organizational Meeting, in accordance with Board Bylaw 9100 and Education Code Section 35143. Date needs to be after the 2nd Friday of December.

14.0 Future Agenda Items

December 16, 2019 (projected)	Regular Meeting <ul style="list-style-type: none">• Approve First Interim Report• Finalize Elected Board Officers.• Establish a Calendar of Meetings.• Appoint a President, Secretary, Clerk, and County Committee Delegate to the Board• Establish a Board Calendar (Day & Time) for 2020 Meetings
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15.0 Future Meetings and Events

AVSPC Mtg	11/13	8:15am
Report Cards Sent Home	11/15	
Minimum Day	11/22	
Thanksgiving Holiday	11/25-11/29	
Spelling Bee	12/10	8:40am
Board of Trustees' Meeting	12/16	5:30pm

16.0 Adjournment

ALEXANDER VALLEY COMMITTEE NOTES: NOVEMBER 2019

Wellness Committee Meeting: Review: Purpose of Plan

Committee Members: 10.23.19 *Chris, Maria, Anne, Gail, Tiffany, Lacey, & Matt*

Team reviewed new things happening this year at AVS? New recycle center, Recology assemblies, parent emails feedback on positive changes made to food choices at school, more emphasis on less sugary foods.

Team reviewed LCAP & Wellness Plan (where they intersect). Specifically, around GOAL 3 Student Health & Wellness.

Survey Results: 26 responses: Overall parents feel good on campus, and feel informed about their child's progress. Parent comments indicated an appreciation of emphasizing healthy birthday snacks and providing less sugary food to students. Also, several positive comments on mindfulness project happening in classrooms.

Grade 5 Wellness Week: Dates/Discussion was had; the team is looking to have another meeting to discuss this further in December. This was a big success last year.

Citizens' Oversight Committee:

Committee: 10. 21. 19 *Charles Reichel (absent), Sarah Hafner, Tony Flemming, Clay Green, Alt: Melinda Bernard, Facilitators: Matt Reno, Jackie Sloan, and Anne Kopache*

The following items took place: Call to Order, Pledge of Allegiance, Roll Call, Public Comment: No public Comment

Rich Dunlap and Matt Reno: Reviewed update on Lease/Lease Back VS. Traditional Contents Delivery Methods Bid Information and shared the direction the Board moved at the October 2019 Board mtg. This included going with a rigorous pre-qualification list and implement a low bid contents traditional delivery method.

Dan Hardin did a complete review of Plans/Design and Timeline of Project. Rich reviewed budget of 6million, and detailed the alt. costs projects not included in budget. Fund 21 was Reviewed by Anne Kopache, one question came from Mr. Green asking if any administrative or employee is receiving money for work time being completed on the bond. Mr. Reno reassured committee, no funds coming from the Bond were being used to fund any employee costs or wages.

The committee reviewed *Article XIII A, Section 1(b)(3) of the California Constitution* which states Bond monies passed by voters can only be used on items associated with the project. An Order of Business was discussed : President Mr. Clay Green will attend March Board Meeting date to present annual report to the Board which includes the following: *(a) The Alexander Valley School District is in compliance with the requirements of Article XIII A, Section 1(b)(3) of the California Constitution.*

Next Meeting Date: February 24th, 2020

Alexander Valley Union School District
Enrollment Report

teacher		Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	
Axell		16	16	16	16								
Hausman		17	17	17	17								
Sheehy		17	17	17	17								
Flores		16	16	16	16								
Konik		18	18	18	18								
Bowen		14	14	14	14								
Hayman		14	14	14	14								
Totals		112	112	112	112								
Transfers in		56	56	64	67								
District Residents		56	56	48	45								

**Change in Residence is due to
Kincade Fires**

Checks Dated 09/25/2019 through 10/31/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1743361	09/25/2019	Division of the State Architect	Oakland Regional Office	21-6212	DSA #01-118516 Plan Review Fee	48,250.00
1743362	09/25/2019	Smart, Gianna		01-4210	Library Books	135.90
				01-4390	Library Materials	39.85
1743363	09/25/2019	Sonrisas Spanish		01-4110	Spanish Program Materials	1,310.90
					Unpaid Sales Tax	2.29-
					Unpaid Sales Tax	99.91-
1743364	09/25/2019	TIAA Bank		01-5632	Kyocera Copier Lease	60.24
1743365	09/25/2019	Yajayra Bedolla		01-5827	Adult ESL Program Services	105.00
1744206	09/27/2019	Amazon		01-4310	Various School Supplies - Reno	302.22
				01-4313	Autoharp bag	27.37
				01-4390	Various School Supplies - Reno	77.87
				13-4390	Various School Supplies - Reno	89.97
1744207	09/27/2019	Time For Kids		01-4310	3rd and 4th Grade Time for Kids	183.15
1744898	10/02/2019	Employment Development Dept		01-9555	Emploer Acct Adj	30.99
1744899	10/02/2019	Arreola, Maria		13-5200	Lunch Pick up at HUSD	67.86
1744900	10/02/2019	Fichtelberg, Hila		13-5200	Lunch Pick up @HUSD	9.28
1744901	10/02/2019	Alpha Analytical Laboratories		01-5802	Drinking Fountain Testing 19-20	32.00
1744902	10/02/2019	Amazon		01-4310	6th Grade Classroom Book	92.08
					Admin Office Supplies/Spec Ed Supplies	351.26
				01-4350	Admin Office Supplies/Spec Ed Supplies	97.87
				01-4380	Admin Office Supplies/Spec Ed Supplies	21.63
					Unpaid Sales Tax	1.65-
1744903	10/02/2019	Employment Development Department		01-9555	2019 3rd Qtr SUI	139.00
1744904	10/02/2019	Heinemann Houghton Mifflin Harcourt		01-4110	Calkins Writing 3rd 4th 5th	857.17
				01-4310	1st Grade Poetry Heinemann	1,629.54
1744905	10/02/2019	Learning A-Z		01-4140	1st Renewal A to Z Reading	99.95
1744906	10/02/2019	McGraw-Hill School Education		01-4140	Teacher License Reading Wonders	609.03
1744907	10/02/2019	Mobile Modular		01-5600	Modular Lease	580.00
1744908	10/02/2019	Office Depot		01-4310	Classroom Supplies and Paper	184.73
				01-4312	art supplies	332.97
				01-4350	Office Supplies	55.50
1744909	10/02/2019	PG&E		01-5520	PG & E charges for 2019-20	1,600.39
1744910	10/02/2019	Sonoma County Office of Education		01-5800	Printing Services	271.71
1744911	10/02/2019	T-Mobile		01-5844	Mobile hotspots for student tech loans	126.60
1747229	10/11/2019	AT&T		01-5911	Phone lines 19-20	117.82
1747230	10/11/2019	Discovery Office Systems Inc		01-5632	Copier Usage and Maint	242.17
1747231	10/11/2019	Jess A Zimmerman Inc		01-4360	Bus Fuel 19-20	401.09

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 09/25/2019 through 10/31/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
1747232	10/11/2019	Nextel Communications	01-5911	cell phone service		24.61
1747233	10/11/2019	Nicolay Consulting Group Pension Consultants & Actuarie	01-5800	GASB 75 Actuarial 18-19		1,400.00
1747234	10/11/2019	Sonoma County Office of Education	01-8699	Ck# 403875034486 from IRS deposited in error		17.40
1747235	10/11/2019	The Home Depot Pro/SupplyWorks	01-4370	Custodial Supplies		127.24
1747826	10/16/2019	Victor Arreola	01-5827	AVS Adult ESL Program		1,360.00
1747827	10/16/2019	Dan Bowen DBA D3G Consulting	01-5840	IT Services		1,250.00
1747828	10/16/2019	Dan Hardin Architect	21-6210	Design Bond Project		47,545.64
1747829	10/16/2019	Department of Justice Accntng Office Cashiering Unit	01-5865	Fingerprinting Apps 2019-20		32.00
1747830	10/16/2019	Garrett Hardware & Plumbing	01-4380	Maintanance Supplies		288.28
1747831	10/16/2019	Geraldine Peek Biehl	01-5827	Adult ESL Program		1,095.00
1747832	10/16/2019	Kenwood School District	13-8634	Reimburse Incorrect Deposit to Cafeteria Acct		4,452.50
1747833	10/16/2019	Martha Lynne	01-4390	Adult ESL Prg Supplies	30.76	
			01-5827	AVS Adult ESL Sessions	1,880.00	1,910.76
1747834	10/16/2019	North Bay AVS Design	01-5806	Fire and Alarm Monitoring 19-20		179.94
1747835	10/16/2019	Office Depot	01-4310	Classroom Supplies and Paper	214.03	
			01-4350	Office Supplies	252.95	466.98
1747836	10/16/2019	Opperman & Sons Inc	01-5630	Bus Inspections and repairs		265.41
1747837	10/16/2019	Redwood Pediatric Therapy Associates	01-5811	occupational Therapy for 19-20		374.94
1747838	10/16/2019	Summit Engineering Inc	21-6216	Sewer Connection to Septic New Bond Buildings		4,291.25
1747839	10/16/2019	The Home Depot Pro/SupplyWorks	01-4370	Custodial Supplies		24.80
1748506	10/18/2019	Smart, Gianna	01-4210	Library Books	139.94	
				Unpaid Sales Tax	5.48-	134.46
1748507	10/18/2019	Accredited Septic Monitoring	01-5630	Maintenance and Monitoring of Septic		400.00
1748508	10/18/2019	Recology Sonoma Marin	01-5560	waste disposal 19-20		243.70
1748509	10/18/2019	RGM and Associates	21-6255	Construction Management Services		3,467.50
1748510	10/18/2019	TIAA Bank	01-5632	Kyocera Copier Lease		237.08
1748511	10/18/2019	Weeks Drilling & Pump Inc.	01-5802	Water System Service 19-20		380.84
1750545	10/25/2019	Adams, Barbara	01-4312	Art Supplies		143.25
1750546	10/25/2019	Smart, Gianna	01-4210	Library Books	96.26	
			01-4310	Library materials	44.37	140.63
1750547	10/25/2019	Alpha Analytical Laboratories	01-5802	Drinking Fountain Testing 19-20		32.00
1750548	10/25/2019	Sonoma County Office of Education	01-5800	Fingerprinting Services 19-20		28.00
1750549	10/25/2019	TIAA Bank	01-5632	Kyocera Copier Lease		20.24

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

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Checks Dated 09/25/2019 through 10/31/2019

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
Total Number of Checks					53	<u>128,763.71</u>

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	46	20,699.04
13	Cafeteria Fund	4	4,619.61
21	School Building Bond Fund	4	103,554.39
Total Number of Checks		53	128,873.04
Less Unpaid Sales Tax Liability			109.33
Net (Check Amount)			<u>128,763.71</u>

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.

Alexander Valley Union School District

Board of Trustees Meeting
October 3, 2019, at 5:30 PM
Alexander Valley School
Library
Minutes

1.0 Call to Order: President Doran called the meeting to order at 5:33 PM.

2.0 Roll Call: All Trustees are present

3.0 Approval of the Agenda: Trustee Kreck motioned to approve the October 3, 2019, Regular Board Meeting Agenda. Trustee Smit second with a vote of 5-0.

4.0 Flag Salute: Francesca Monahan, AVS 5th grade student, led the Trustees, Mr. Reno and those present in the flag salute.

5.0 Students of the Month: "Passion for Learning": President Doran and Mr. Reno presented the students selected by their teacher with a certificate honoring their passion for learning. Mr. Reno acknowledge that their willingness to learn, their excitement, and their passion for learning drives them to learn new material which is contagious to other students. The results are an eagerness for all students to learn and Mr. Reno remarked that he and our AVS staff have to come to really value their passion.

Break: President Doran took a short break at 5:37 PM giving families the opportunity to exit from the Board meeting if they choose to do so. The meeting resumed at 5:40 PM.

6.0 Comments from the Audience: No comments were made at this time.

7.0 Reports and Correspondence:

7.1 Alexander Valley School Parent Club Report: On behalf of the Alexander Valley Parents Club, President Mikaela sent in the following notes to be read aloud to the Governing Board:

1. \$12,500 collected so far for Jog a thon, with more to come!
2. Over \$4,500 collected for our new annual fund. Doing much better than the Adopt a class had been doing.
These funds will help with upper class field trips, poetry lady and any other needs that our teachers may have this year.
3. Spaghetti dinner meeting October 22nd, 2019. 6-7 Agave restaurant.
4. Halloween carnival October 31st
5. Next parents club meeting October 9th, 8:15-9:15am AVS library. Thank you!!

7.2 Alexander Valley School Faculty Report: Mrs. Flores, 3rd grade Teacher, and Mr. Bowen, 5th grade Teacher, presented the following on behalf of the staff at AVS:

- Conferences have gone well this week, look for report cards to arrive home first part of November
- Teachers participated in a webinar training for our science curriculum last week during our Wed. meeting
- Opera practice is going well-performance Oct. 11 at 1:30 – invited extended to the Board
- K, 4, 5, and 1 have been helping with gleaning projects in county. K,4,5 gleaned over 500 pounds of apples and pears on Monson Ranch today.
- Jog-a-thon approaching 15K! Still a little to collect.

- 2nd grade will begin exploring the idea of having chickens at AVS with the support of Garden comm. We are seeking advice from Westside who has had chickens on campus for some time. We'll keep you posted.
- ELPAC is going digital, like SBAC. They are working on modified for kids with IEP's. Will be assessing in February. More to come
- Plodding along in 6th grade. Exploring some great new websites like nored ink and freckle. All mirror the SBAC tests.
- Student One Cards-Charity is coming to teach 4th how to use the online resources. 4&5 are going on a field trip to learn about 3D printing at the library next month.
- Student Council votes are in! Pres-VP are Jake and Pierce McWilliams, Sec. is Beatrice Hawkes, Sports-Parker and Olivia, Publicity/Spirit-Fia, Gabriel, Elizabeth
- 3rd gearing up for their first IOOBY field trip at the end of the month where our focus will be Discovery and Exploration

Everyone employee wanting to do better, wanting to learn, want to improve their practice

7.3 Alexander Valley Union School District Trustees' Reports: No report was given at this time.

7.4 District Committee Report

Facilities Committee: Mr. Reno noted that we will have a presentation a little later this evening, but at this time he highlighted that the plans have been submitted to DSA and now we are in wait mode for their approval. In addition, Mr. Reno commented that the cost to submit the plans for approval is \$46,000.00.

Emergency Prep Committee: Mr. Reno reported to the Trustees that the School Directories are completed, will be sent home tomorrow and he had a copy for each Trustee. Mr. Reno highlighted the emergency plans and map at the back of each directory giving recognition to Geoff Scott for helping us with the evacuation Map. Mr. Reno noted we will have a lockdown drill next week. Trustee Smit asked if we have all the current gate combinations in case we have to leave quickly? Mr. Reno indicated we do but will double check to ensure combo has not changed.

7.5 Superintendent's Report

- Current Enrollment Update: Mr. Reno noted that AVS is staying steady at 112 students enrolled.
- Williams Quarterly Report – No complaints have been presented regarding instructional materials.
- The Great California Shake Out: Mr. Reno report that AVS will be participating in the Great American Shake Out on Friday, October 18, 2019.

8.0 Consent items:

8.1 Approval of Vendor Warrants

8.2 Approval of the minutes of the Sept. 5, 2019, Regular meeting of the Board.

8.3 Acceptance of donation: Uplands Family Foundation \$40,000 to Adult ESL

8.4 Acceptance of donation: Cooper Ed. Foundation Giftofknowledge.org \$210.00

Trustee Hawkes moved to approve the above Consent Items. Trustee Smit second with a vote of 5-0.

9.0 Curriculum and Instruction:

9.1 Discussion: Initial Benchmark Information 2-6 AR/STAR MATH & READING: Mr. Reno reviewed the September 2019 Benchmark grade level baseline data with the Governing Board. Mr. Reno noted that these are Initial assessments, testing students right after they have returned from summer break, and that it is only one measure of multiple measures our Teachers use. Mr. Reno commented that Teachers will be sharing the data with parents at conference time.

10.0 Personnel and Fiscal:

10.1 Discussion: Financial Updates: The Board reviewed the current budget and multi-year budget projections. Ms. Kopache noted that at this time there are no budget updates to report, reminded the Governing Board that AVUSD operates as revenue vs expenditures budget explaining why we have set aside a cash flow in our reserve until funds are released in December. In addition, Ms. Kopache has planned for an increase in utilities which she anticipates to happen during construction and when the new buildings are operational.

10.2 Action: Approve the Gann Limit Resolution #2019-04: On a motion from Trustee Kreck, the Board approved Resolution 2019-04 recording that AVUSD is in compliance with Article XIII-B to the California Constitution which stipulates that the revenues of the District were not in excess of statutory limits during the 2018-19 fiscal year, and will not exceed those limits for the 2019-20 fiscal year. Trustee Peachey second with a vote of 5-0.

10.3 Action: Acceptance of Arrow Plan Flex Proposal Plan: On a motion from Trustee Hawkes, the Governing Board approved the reinstatement of the Section 125 Cafeteria Plan for interested AVS employees. Ms. Kopache explained the 125 plan to the Board and how it differs from the traditional plan. Trustee Kreck second with a vote of 5-0.

11.0 Facilities

11.1 Discussion/Possible Action: Dan Hardin, Rich Dunlap, and Jon Navero: The construction team leads presented updates regarding facility project timeline, budget, and next steps furthering a prequalification list within Traditional Contents of the Delivery Methods or Lease/Lease Back to the Governing Board. Mr. Reno reviewed with the Governing Board the nuances associated with the Lease/Leaseback funding model with new construction for public schools. Mr. Reno shared the various new laws that are now in play with Lease/Leaseback option and commented that these changes in the law are considerable enough to warrant serious consideration to the choice AVUSD will make for our Bond construction project. Mr. Dunlap and Mr. Navero gave the Trustees an overview of their experience with the current Lease/Leaseback model vs the traditional low bid option. Mr. Dunlap noted the importance of the prequalification list to help to define the type of construction needed to match the contractor with appropriate skills needed when choosing the low bid option. Mr. Dunlap commented that it is possible to throw all bids out and then take the steps to rebid the project. Each Trustee asked various questions to understand the pros and cons of each choice. Given the information presented, the Governing Board instructed Mr. Reno to proceed with the low bid option, confirmed the A1-A4 Alternate priority list, discussed the budget for the project noting the changes in the plans presented by Dan Hardin, and requested Mr. Dunlap to send each Trustee and Mr. Reno a list of next steps. Mr. Reno and office staff are anticipating receiving a letter from DSA stating the project has been accepted. President Doran instructed Mr. Reno on behalf of the Board, to request SCOE Legal to review our prequalification list prior to Board approval once the list is completed.

11.2 Discussion: Hwy 128 School Zone Safety Improvements: Mr. Reno reviewed with the Governing Board the Hwy 128 school zone safety concerns and the potential improvement requests through the Cal-Trans Agency. Mr. Reno noted that we have consulted with the Sherriff's department regarding our safety concerns and our desire to have additional school zone labeling on Highway 128. Mr. Reno reported that he will be writing a letter to Cal-Trans requesting more signage indicating to the vehicles they are approaching a School Zone, crosswalk flashers to be installed, and the road stripping to be repainted. In addition, Mr. Reno is considering reaching out to Senator Mike McGuire for support if needed.

11.3 Discussion: Community member statue on loan: "New Heights" to AVS: Mr. Reno discussed with the Governing Board the possible next steps regarding the Gary Lee bronze art sculpture and its potential display at AVS. President Doran directed Mr. Reno on behalf of the Governing Board, to make contact with the individuals donating the sculpture, confirming its placement and noting respectfully one Trustee's objection. Mr. Reno will make contact, report back to the Board where the sculpture will be set in concrete, confirm there will be no cost to the District and run it by the SCOE Legal to ensure there are no hidden legal concerns.

12.0 Governance:

12.1 Action: District of Choice Renewal for 2019-2020: On a motion from Trustee Hawkes, the Board approved renewing Alexander Valley Union School District as a District of Choice for the 2019-2020 school year noting the State's required deadline of October 15th, 2019. Trustee Smit second with a vote of 5-0.

12.2 Information: Kindergarten Admission Enrollment Review: With regards to the upcoming school year 2020-21 AVS Student Lottery for enrollment, Mr. Reno reviewed AR Policy 5111 Admission and Education Code 48000 with the Governing Board noting the TK window restrictions and the AVUSD's class size limits. Mr. Reno informed the Board that the Policy states the Governing Board may review any exceptions on a CASE by CASE basis, provided that exceeding the class size limit and granting early admittance is in the best interest of the child and that the parent/guardians are given the advantages and disadvantages of said exception. Mr. Reno noted that the Board has given him the option to deny based on consideration of class size.

12.3 Action: Approve AR/BP/BB Policy updates from July 2019: On a motion from Trustee Kreck, the Governing Board approved the following policy updates from July of 2019. Trustee Peachey second with a vote of 5-0.

BP/AR 3551 Food Service Operations/Cafeteria Fund
AR 4117.7/ 4317.7 Employment Status Reports
BP/AR 4218 Dismissal/Suspension/Disciplinary Action
BP/AR 6142.2 World Language Instruction
BP/AR 6174 Education for English Learners Updated
BP 6179 Supplemental Instruction Updated
BB 9321 Closed Session

13.0 Future Agenda Items

November 3, 2019	Regular Meeting <ul style="list-style-type: none">• DashBoard update (if available)• Set 2020 Board Meeting Days, Times, & Dates Bring Calendars• Complete Form 700 Statement of Economic Interests if not submitted via email
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14.0 Future Meetings and Events

10/8	Lockdown Drill	10:00am
10/9	AVSPC Mtg	8:15am
10/11	AVS Opera	1:30pm
10/16	SF2 Event	10:30am
10/18	Great Shake Out	10:30am
10/21	Citizens' Oversight	3:15pm
10/23	Wellness Committee	10:30am
10/31	Fall Festival	1:30pm
11/1	No School	Local Holiday
11/7	Board Meeting	5:30pm

17.0 Adjournment: President Doran adjourned the meeting at 7:28 PM.

Respectfully submitted,

Mr. Reno, Superintendent-Principal
Secretary to the Board.



**CALIFORNIA DEPARTMENT
OF EDUCATION**

TONY THURMOND
STATE SUPERINTENDENT OF
PUBLIC INSTRUCTION

1430 N STREET, SACRAMENTO, CA 95814-5901 • 916-319-0800 • WWW.CDE.CA.GOV

October 7, 2019

Matt Reno, Superintendent
Alexander Valley Union Elementary School District
8511 Highway 128
Healdsburg, CA 95448-9020

Dear Superintendent Reno:

Subject: Request for Allowance of Attendance Due to Emergency Conditions
(Fiscal Year 2018–2019), Form J-13A

The California Department of Education has approved the request for three emergency days on February 14 and 26–27, 2019, at Alexander Valley Elementary. These school closure days may be used to meet the instructional time requirements pursuant to California *Education Code* sections 46200, 46201, 46207, and/or 46208.

This letter and copy of the original Form J-13A should be used to substantiate compliance with statutory instructional time requirements. A copy of this letter and Form J-13A have been emailed to all contact persons listed on the form. Information on how to report average daily attendance as a result of this approval is available in the Reporting Approvals Section of the Form J-13A Frequently Asked Questions (FAQ) at <https://www.cde.ca.gov/fg/aa/pa/formj13afaq.asp>. Any additional questions not addressed in the FAQs should be emailed to attendanceaccounting@cde.ca.gov.

Sincerely,

A handwritten signature in blue ink that reads "Elizabeth Dearstyne".

Elizabeth Dearstyne, Associate Director
School Fiscal Services Division

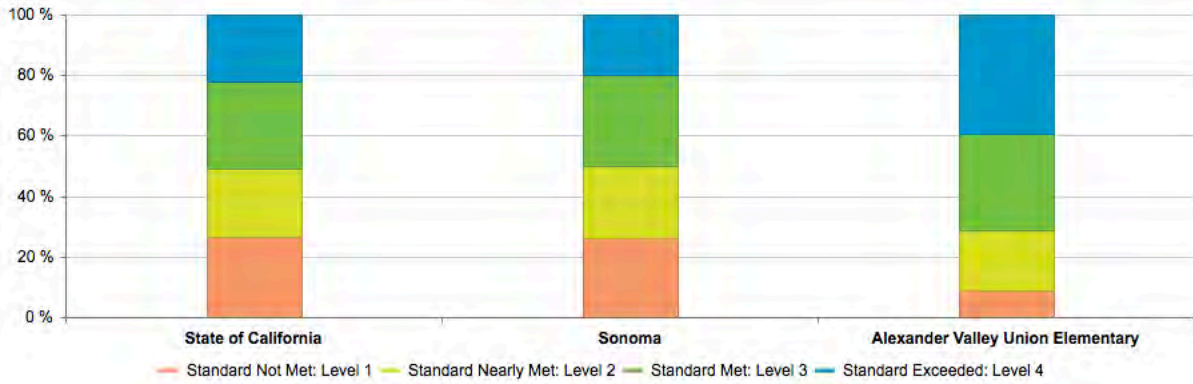
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cc: Steven Herrington, County Superintendent of Schools, Sonoma County Office of
Education

2018–19 Overall Achievement - All Grades

ENGLISH LANGUAGE ARTS/LITERACY

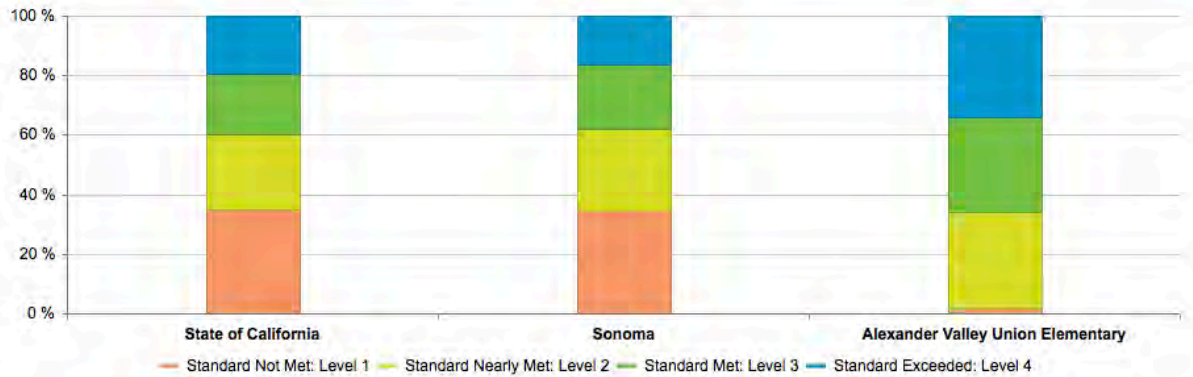
2018–19 Achievement Level Distribution - All Grades



	State	Sonoma Co.	AVS
Exceeded	22%	20%	40%
Met	29%	30%	32%
Nearly Met	22%	24%	20%
Not Met	27%	26%	8%

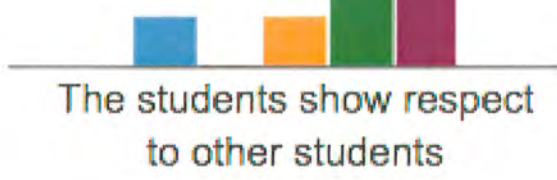
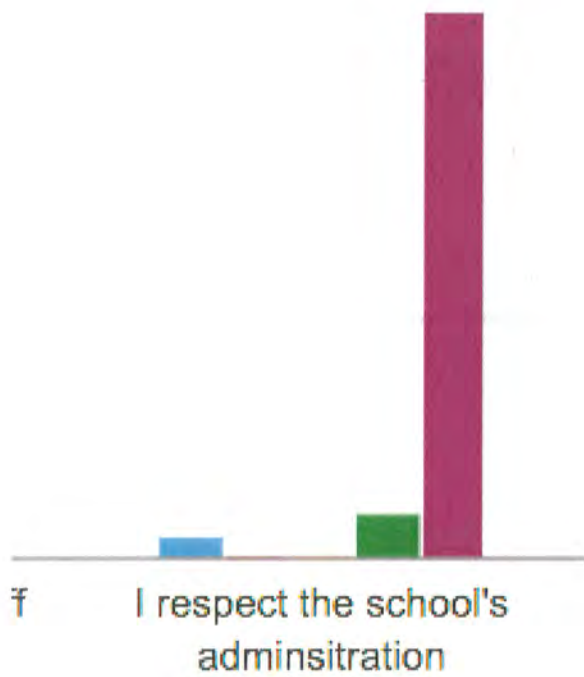
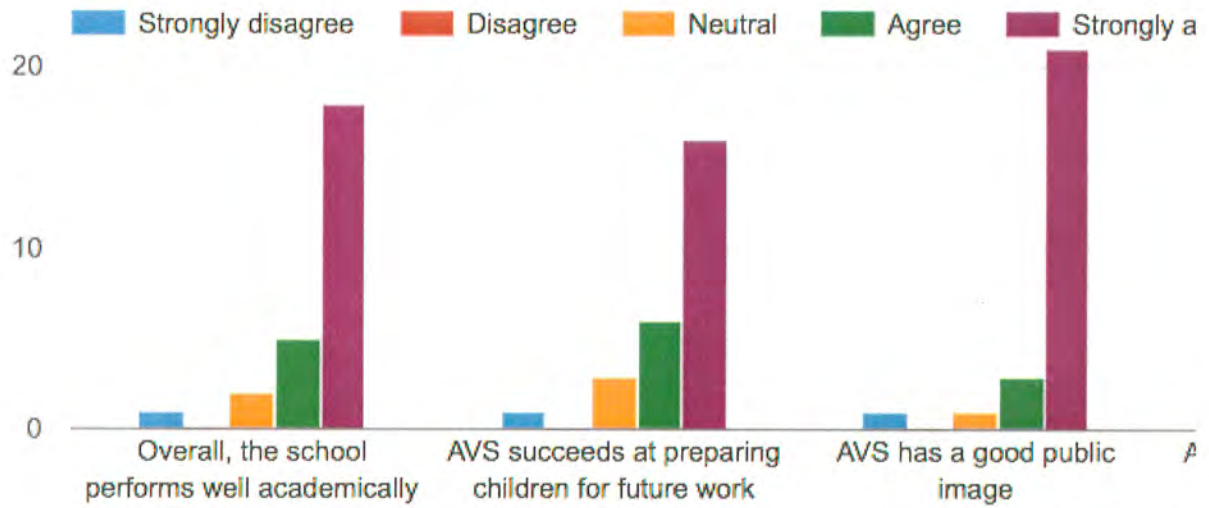
MATHEMATICS

2018–19 Achievement Level Distribution - All Grades



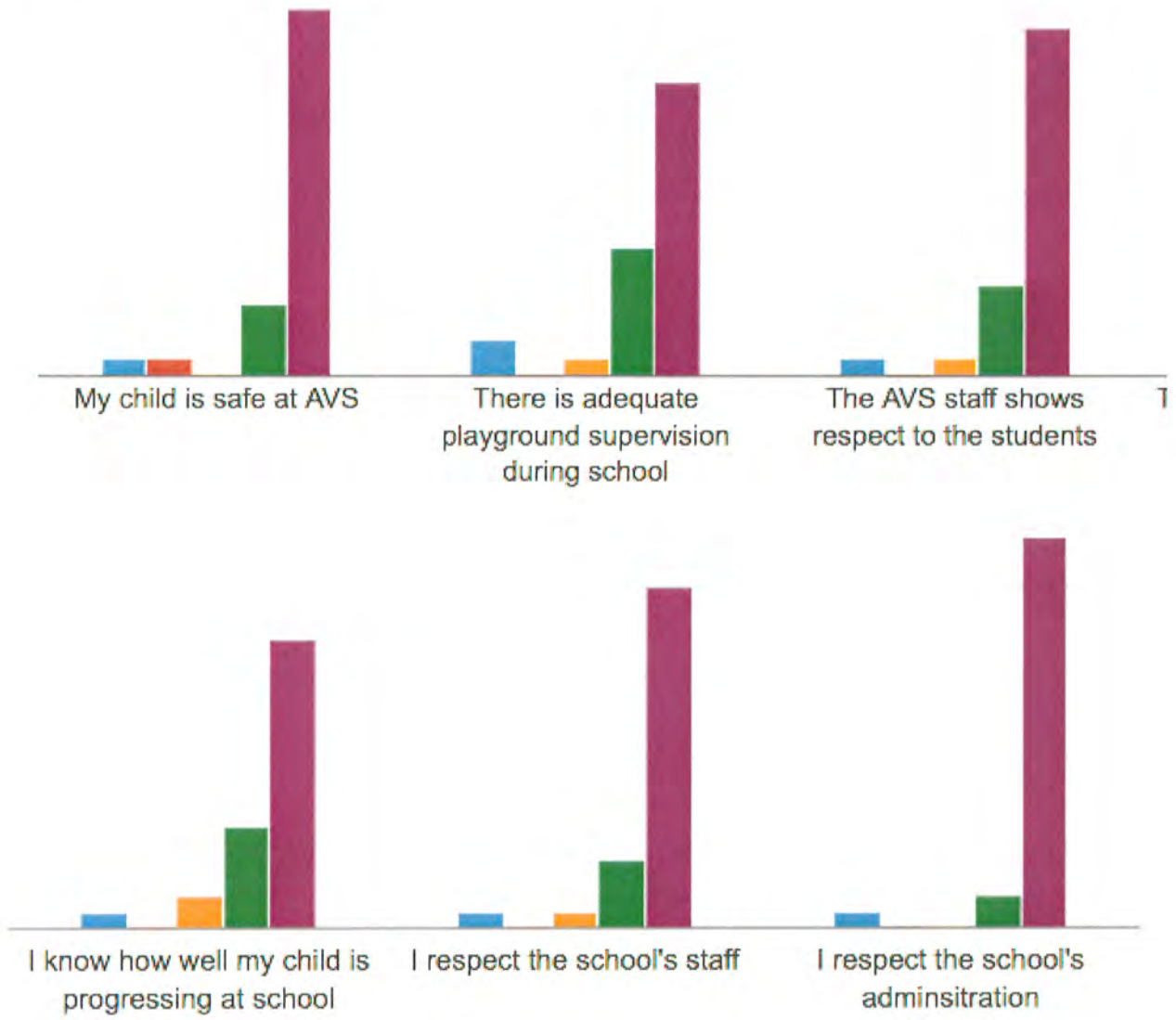
	State	Sonoma Co.	AVS
Exceeded	20%	16%	34%
Met	20%	21%	33%
Nearly Met	35%	28%	31%
Not Met	25%	35%	2%

Please respond to these statements

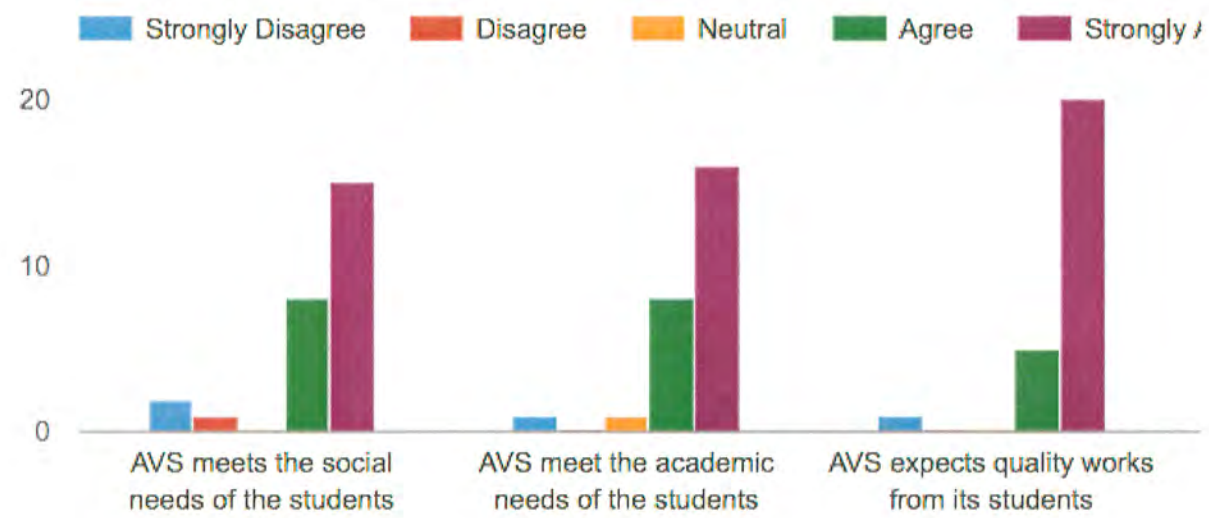


Please respond to the following statements

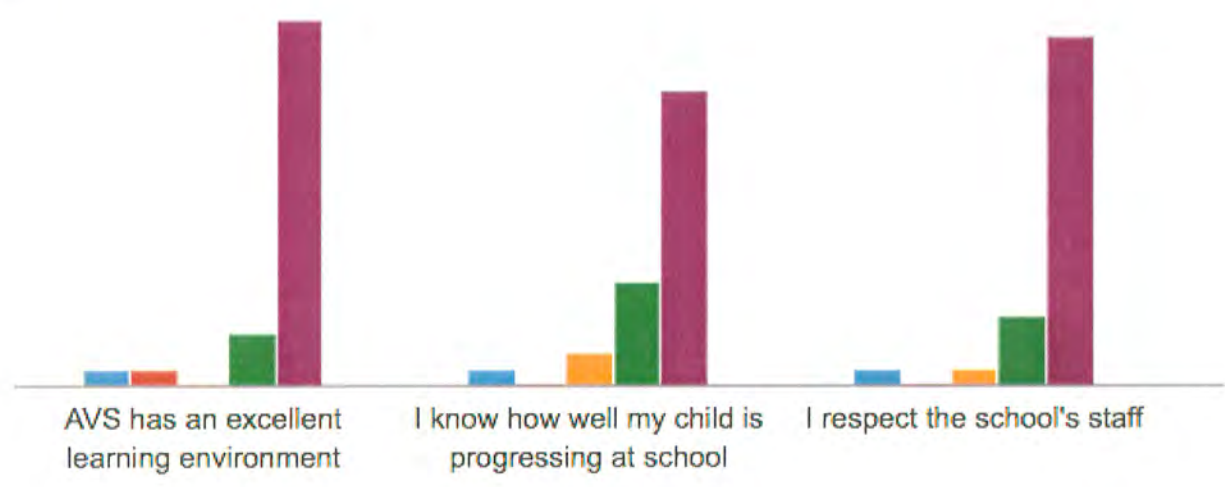
Agree



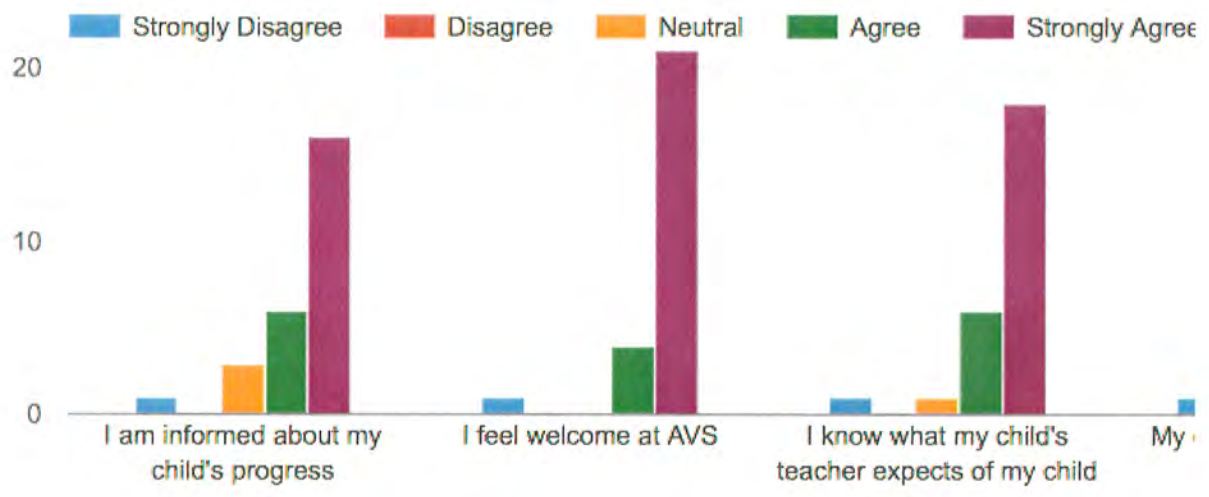
Please respond to the following statements



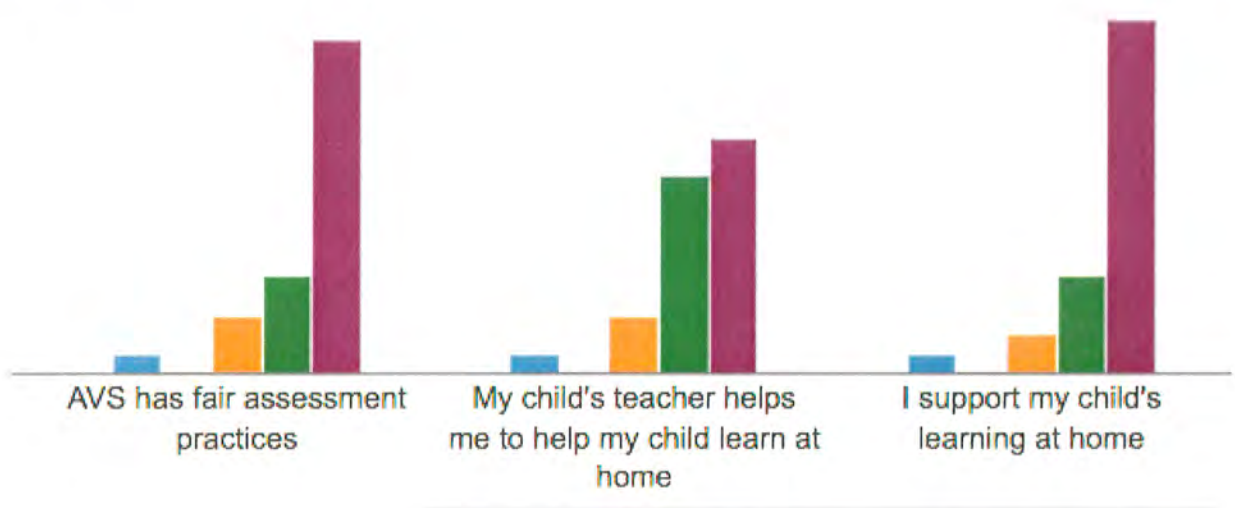
y Agree



Please respond to the following statements



Strongly agree



Alexander Valley Union School District

2019-20 Monthly Budget Summary Report November 2019

Regular Board Meeting November 14, 2019

	Fund 01	Fund 13	Fund 14	Fund 17	Fund 20	Fund 21	Fund 25	Fund 40
	General Fund	Cafeteria Program	Deferred Maintenance	Special Reserve Fund	Post Employment Benefits	Bond Building Fund	Capital Facilities	Capital Reserve
There are no Budget Updates for this month								
Beginning Balance (Projected)	1,598,977	7,631	20,421	324,969	102,117	2,690,129	49,156	103,818
Revenues	2,370,406	35,770	12,500	7,500	1,150	40,000	18,300	1,100
Expenses	2,451,811	35,242	12,000	-	11,750	1,008,212		9,000
Excess/Deficit	(81,405)	528	500	7,500	(10,600)	(968,212)	18,300	(7,900)
Projected Ending Balance	1,517,572	8,159	20,921	332,469	91,517	1,721,917	67,456	95,918

**ALEXANDER VALLEY UNION SCHOOL DISTRICT
BUDGET UPDATES 2019-20**

10/31/2019

General Fund 01

This fund is used to account for the ordinary operations of a District. All transactions except those required or permitted by law to be in another fund are accounted for in this fund. Restricted projects or activities within the General Fund must be identified and separated from unrestricted activities.

Regular Board Meeting November 14, 2019	(Col A) 2019-20 Current Operating Budget	(Col B) Proposed Budget	Actual To Date	BUDGET CHANGES
UNAUDITED BEGINNING BALANCE	1,598,977	1,598,977	0	
Revenues				
LCFF/Property Tax Revenue	1,984,253	1,984,253	204,519	
Federal Revenue	32,717	32,717	(20,005)	
State Revenue	113,175	113,175	783	
Local Revenue	228,511	228,511	90,703	
Transfers In	11,750	11,750	0	
Total Revenues	2,370,406	2,370,406	276,000	
Expenditures				
Certificated Salaries	937,473	937,473	282,885	
Classified Salaries	475,058	475,058	129,544	
Benefits -Mandatory/Health	510,628	510,628	129,994	
Books and Supplies	148,755	148,755	67,761	
Services and Oper Exp	372,897	372,897	75,391	
Capital Outlay	0	0	0	
Other Outgo	0	0	0	
Transfers Out	7,000	7,000	0	
Total Expenditures	2,451,811	2,451,811	685,575	
NET REVENUE (EXPENDITURES)	(81,405)	(81,405)	(409,575)	
Net Ending Balance	1,517,572	1,517,572	(409,575)	
<u>Less Components of Ending Bal:</u>				
Revolving Cash	100	100	.	
Reserve for Economic Uncertainty(5%)	122,591	122,591		
Special Ed Extraordinary Costs	90,000	90,000		
Curriculum Adoption Reserve	50,000	50,000		
AVSPC Support-Enrich Prgm Transition	40,000	40,000		
Operating Cash Flow (Prop Tax deposits)	547,377	547,377		
Ending Balance				
Undesignated Amount	667,504	667,504		

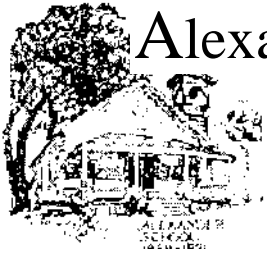
**ALEXANDER VALLEY UNION SCHOOL DISTRICT
MULTI-YEAR PROJECTION 2018-19 THROUGH 2022-23**

2019-20 November Board Update

November 14, 2019

ADA for LCFF purposes (prior yr)

	2018-19 Actual			2019-20 Current			2020-21 Projection			2021-22 Projection			2022-23 Projection		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
			110.00			109.00			107.67			109.61			111.00
Revenue				1,984,253											
Revenue Limit Sources															
IDT Revenue	32,338	-	32,338	27,180	-	27,180	27,180	-	27,180	27,180	-	27,180	27,180	-	27,180
Education Protection Account	21,980		21,980	21,118		21,118	21,534		21,534	21,922		21,922	21,728		21,728
Property Tax Revenue	1,617,776	-	1,617,776	1,649,627	-	1,649,627	1,682,619	-	1,682,619	1,716,272	-	1,716,272	1,750,597	-	1,750,597
LCFF (includes Fair Share)	286,328	-	286,328	286,328	-	286,328	286,328	-	286,328	286,328	-	286,328	286,328	-	286,328
Federal Revenues	1,504	48,648	50,152	-	32,717	32,717	-	32,717	32,717	-	32,717	32,717	12,000	54,224	66,224
State Revenues -	60,086	174,528	234,614	19,973	93,202	113,175	19,829	96,284	116,112	20,292	99,667	119,959	20,832	102,318	123,150
Local Revenues	121,143	177,630	298,773	70,055	158,456	228,511	70,221	158,456	228,677	70,393	158,456	228,849	46,251	114,216	160,467
Total Revenue	2,141,155	400,806	2,541,961	2,074,281	284,375	2,358,656	2,107,711	287,457	2,395,168	2,142,387	290,840	2,433,226	2,164,916	270,757	2,435,673
Expenditures															
Certificated Salaries	820,805	65,268	886,073	868,855	68,618	937,473	886,232	69,990	956,222	903,957	71,390	975,347	922,036	72,818	994,854
Classified Salaries	305,527	107,459	412,986	395,333	79,725	475,058	403,240	81,320	484,559	426,304	82,946	509,250	434,831	84,605	519,435
Employee Benefits	247,116	185,720	432,836	261,985	112,376	374,361	291,648	118,027	409,675	306,619	121,749	428,368	316,230	124,861	441,091
Employee Health & Welfare	80,765	26,440	107,205	112,702	23,565	136,267	112,702	23,565	136,267	112,702	23,565	136,267	112,702	23,565	136,267
Books and Supplies	72,163	15,969	88,132	102,690	46,065	148,755	69,257	47,217	116,474	70,989	34,397	105,386	72,763	35,257	108,020
Services, Other Oper Exp	338,427	53,372	391,799	305,546	67,351	372,897	326,785	69,035	395,819	343,854	70,761	414,615	365,451	72,530	437,980
Capital Outlay	163,871		163,871												
Other Outgo															
Total Expenditures	2,028,674	454,228	2,482,902	2,047,111	397,700	2,444,811	2,089,864	409,153	2,499,017	2,164,426	404,808	2,569,233	2,224,013	413,635	2,637,648
Excess (Deficiency)	112,481	(53,422)	59,059	27,170	(113,325)	(86,155)	17,847	(121,696)	(103,849)	(22,039)	(113,968)	(136,007)	(59,097)	(142,878)	(201,975)
Transfers In-Ret Benefits/Reserve Fund	164,748		164,748	11,750		11,750	12,000		12,000	12,500		12,500	13,000		13,000
Transfer to Cafeteria Fund	(2,752)		(2,752)	(7,000)		(7,000)	(7,000)		(7,000)	(7,000)		(7,000)	(7,000)		(7,000)
Transfer to Spec Reserve Fund 17	-		-	-		-	-		-	-		-	-		-
Transfer to Capital Reserve Fund 40 (DOC)	(32,338)		(32,338)	-		-	-		-	-		-	-		-
Contribution to Other Programs	(7,928)	7,928		(8,310)	8,310		(8,726)	8,726		(9,162)	9,162		(9,620)	9,620	
Contribution to Technology Plan	(12,000)	12,000		(12,000)	12,000		(12,000)	12,000		(12,000)	12,000		(12,000)	12,000	
Contribution to Special Ed	(29,727)	29,727		(83,390)	83,390		(100,971)	100,971		(104,806)	104,806		(133,258)	133,258	
	-	-		-	-		-	-		-	-		-	-	
Net Increase (Decrease)	192,483	(3,766)	188,717	(71,780)	(9,625)	(81,405)	(98,849)	-	(98,849)	(130,507)	-	(130,507)	(195,975)	-	(195,975)
Audit Adjustment															
Beginning Balance	1,338,456	71,805	1,410,261	1,530,940	68,038	1,598,977	1,459,159	58,413	1,517,572	1,360,310	58,413	1,418,723	1,229,803	58,413	1,288,216
Net Ending Balance	1,530,940	68,038	1,598,978	1,459,159	58,413	1,517,572	1,360,310	58,413	1,418,723	1,229,803	58,413	1,288,216	1,033,828	58,413	1,092,241
Components of Ending Balance:															
Reserves for Economic Uncertainties 5%	125,900	-	125,900	122,591	-	122,591	125,301	-	125,301	128,812	-	128,812	132,232	-	132,232
Designated Reserves		68,038	68,038		58,413	58,413		58,413	58,413		58,413	58,413		58,413	58,413
Reserved Operating Capital for next year	547,377		547,377	574,774		574,774	590,924		590,924	606,659		606,659	618,792		618,792
Reserve for Special Education	90,000	-	90,000	90,000	-	90,000	90,000	-	90,000	90,000	-	90,000	90,000	-	90,000
Reserve for Curriculum & Enrichment	90,000		90,000	90,000		90,000	90,000		90,000	90,000		90,000	90,000		90,000
Revolving Cash	100	-	100	100	-	100	100	-	100	100	-	100	100	-	100
Prepaid Expenditures	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Unappropriated Ending Balance	677,563	-	677,563	581,695	-	581,695	463,986	-	463,986	314,232	-	314,232	102,704	-	102,704
Net Ending Balance	1,530,940	68,038	1,598,978	1,459,159	58,413	1,517,572	1,360,310	58,413	1,418,723	1,229,803	58,413	1,288,216	1,033,828	58,413	1,092,241



Alexander Valley Union School District

Matt Reno
Superintendent-Principal

October 14th, 2019

Dear Trustees,

As we move forward in construction we are faced with uncertainty around how much of the projected contingency fund will be available to help complete items developed on the Alt. Projects list. As seen below we have a projected \$425,543 in contingency dollars. Knowing these funds can't be accessed until the project is nearly completed, we might want to consider looking at our fund balances as a potential Measure B "Alt Project" fund to offset the cost of A1 and possible other prioritized Alt Costs.

Sincerely,
Matt Reno

G. Project Contingencies					
1a	Project Contingencies-Hard Costs	building costs X 7.5%		319,157	319,157
1b	Project Contingencies-Soft Costs	building costs X 2.5%		106,386	106,386
CONTINGENCIES SUBTOTAL					425,543
TOTAL ESTIMATED COSTS (ITEMS A THROUGH G)				6,009,988	6,009,988
Unallocated funds					112,975
Alternate Costs (Not Included in Estimated Costs Above)					
A3	Entry Canopy @ Admin Office	Allowance		\$ 62,400.00	\$ 62,400
A2	South Arcade @ Science Building	Based on: 51'x 8' x \$400		\$ 74,880.00	\$ 74,880
A1	Multi-use Building Kitchen Equipment	Allowance		\$ 62,400.00	\$ 62,400
A4	Landscape Planters @ Courtyard	Allowance		\$ 31,200.00	\$ 31,200
A5	Stage Lighting & Sound	Allowance		\$ 30,000.00	\$ 30,000
A6	Landscaping in Front of Admin Building	Allowance		\$ 20,000.00	\$ 20,000
A7	Playground Equipment & Wood Chips	Allowance		\$ 100,000.00	\$ 100,000
Total Estimated Cost of Alternates (Items A1 through A13)					\$ 380,880
* <i>Must include fire sprinkler cost, if this alternate is selected. Puts building over 6,000 SF.</i>					

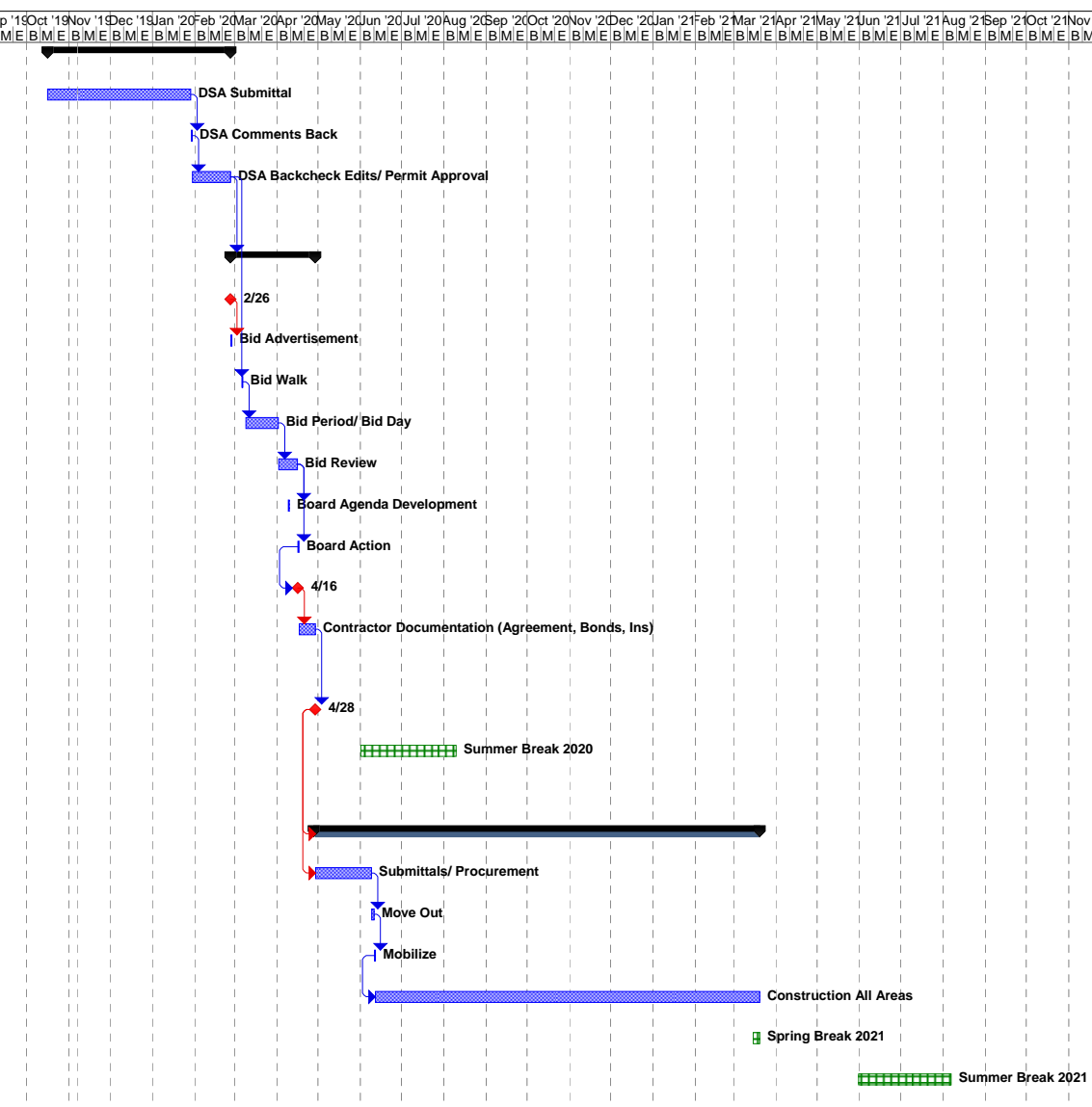
Measure B – “To-do” List for the Construction Team

1. Finalize Plans
 - Plan Review Comments on DSA Submitted Drawings (RGMK/ Arch)
 - DSA Review Comments back to Architect (DSA – FLS, Access Compl, Structural)
 - Finalize Phasing plans (if any) (RGMK/ Arch/ AVSD)
 - Produce front end documents (General Conditions from SCLS/ Division 1 from RGMK/ Arch)
 - Implement Comments (Arch)
 - Publish Approved Plans (Arch)
 - Identify Sole-source items (if Any) Door Hardware? Fire alarm? May be none. (Arch/ AVSD)
 - Identify preferred product elements for finishes. Carpet, other flooring?, etc. (Arch/ AVSD)
2. Bid Project
 - Advertise for Bid (RGMK)
 - Bid Walk (Arch/ RGMK)
 - Bid Period/ Bid Day (Arch/ RGMK)
 - Bid Review (Arch/ RGMK)
 - Board Agenda Development (AVSD/ Arch/ RGMK)
 - Board Action to approve low bid contractor (AVSD)
 - Notice of Award (RGMK/ AVSD)
 - Issue Contracts/ Bonds/ Insurance requirements to Contractor (RGMK)
 - Review Contract Packet from Contractor (RGMK)
 - Issue Notice to Proceed (RGMK/ AVSD)
 - Schedule Preconstruction Meeting (Arch)
 - Submittal and Procurement Process (Arch)
3. Submit CEQA letter for Categorical Exemption (RGMK/ SCLS/ AVSD)
4. RFQ Process
 - Draft RFQ for General Contractors (RGMK)
 - Finalize RFQ with SCLS (RGMK/ Arch/ AVSD/ SCLS)
 - Advertise for RFQ (RGMK)
 - Receive RFQs from Candidates (RGMK/ Arch/ AVSD)
 - RFQ evaluations (RGMK/ Arch/ AVSD)
5. Color Selection Process
6. RFP for IOR (DSA Inspector of Record) (RGMK)
7. Contract with IOR (RGMK)
8. RFP for Testing Lab (RGMK)
9. Contract with Testing Lab (RGMK)
10. RFP for Hygienist (lead and asbestos abatement) (RGMK)
11. Contract with Hygienist (RGMK)
12. Board updates (as needed)
13. Facilities Committee updates (as needed)
14. CBOC Updates (As needed)
15. Master Budget Update (As needed)

MSD Measure V JM Mod 2020/21 Project

Milestone Schedule

ID	Task Name	Duration	Start	Finish	Predecessors	
1	Design Phase	96 days	Wed 10/16/19	Wed 2/26/20		
2	DSA Submittal	75 days	Wed 10/16/19	Tue 1/28/20		
3	DSA Comments Back	1 day	Wed 1/29/20	Wed 1/29/20 2		
4	DSA Backcheck Edits/ Permit Approva	20 days	Thu 1/30/20	Wed 2/26/20 3		
5						
6	Bid Phase	44 days	Wed 2/26/20	Tue 4/28/20 4		
7	Bid Period/ Plans Published to Public	0 days	Wed 2/26/20	Wed 2/26/20		
8	Bid Advertisement	1 day	Thu 2/27/20	Thu 2/27/20 7		
9	Bid Walk	1 day	Fri 3/6/20	Fri 3/6/20 4FS+6 days		
10	Bid Period/ Bid Day	18 days	Mon 3/9/20	Wed 4/1/20 9		
11	Bid Review	10 days	Thu 4/2/20	Wed 4/15/20 10		
12	Board Agenda Development	1 day	Thu 4/9/20	Thu 4/9/20 11FS-5 days		
13	Board Action	1 day	Thu 4/16/20	Thu 4/16/20 11		
14	Notice of Intent/Award	1 day	Thu 4/16/20	Thu 4/16/20 13SS		
15	Contractor Documentation (Agreement, Bonds, Ins)	8 days	Fri 4/17/20	Tue 4/28/20 14		
16	Notice to Proceed	0 days	Tue 4/28/20	Tue 4/28/20 15		
17	Summer Break 2020	50 days	Mon 6/1/20	Sun 8/9/20		
18						
19	Construction Phase	234 days	Tue 4/28/20	Fri 3/19/21 16SS		
20	Submittals/ Procurement	29 days	Wed 4/29/20	Mon 6/8/20 16SS		
21	Move Out	2 days	Tue 6/9/20	Wed 6/10/20 20		
22	Mobilize	1 day	Thu 6/11/20	Thu 6/11/20 21		
23	Construction All Areas	201 days	Thu 6/11/20	Fri 3/19/21 22SS		
24	Spring Break 2021	5 days	Mon 3/15/21	Fri 3/19/21		
25	Summer Break 2021	50 days	Mon 5/31/21	Fri 8/6/21		



Date: Thu 11/7/19

Task	Milestone	Inactive Task	Duration-only	Manual Summary
Split	Summary	Manual Task	Manual Summary Rollup	Manual Summary

ROSE R. BURCINA
 EXECUTIVE DIRECTOR
 CALIFORNIA LICENSE OB24780



(707) 836-0779
 (707) 836-9079 ADMIN.FAX
 (707) 836-8671 BENEFITS FAX
 (707) 836-9479 W/C FAX

RESIG
Property & Liability Coverages
 Coverage Period: July 1, 2019 - June 30, 2020

District: Alexander Valley Union School District
 8511 Hwy 128
 Healdsburg, CA 95448

<u>DESCRIPTION</u>	<u>AS OF JULY 1, 2019</u>	<u>PREMIUM</u>
Property	\$3,903,037	\$6,279
General Liability - ADA	131	6,249
Buses Valued @ \$100,000 +	1	Included in property premium
	TOTAL	\$12,528

<u>DESCRIPTION</u>	<u>COVERAGE LIMITS</u>	<u>DEDUCTIBLE-SEE POLICIES</u>
Property	\$300,000,000	\$3,500
Property - WILDFIRE	\$0	\$5,000,000
General Liability	\$25,000,000	\$1,500/\$30,000
Auto Liability	\$25,000,000	\$1,500
Auto Physical Damage*	Actual Cash Value	\$1,500 Comp/Collision
Employee Dishonesty	\$1,000,000	\$3,500
Theft, Disappearance & Destruction of Money & Securities	\$1,000,000	\$3,500
Boiler & Machinery **	\$100,000,000	\$3,500
Employee Suits	\$25,000,000	See Memo of Coverage
Cyber Liability **	\$7,000,000	\$1,500

<u>PROVIDERS</u>	
District - Applicable deductibles	See above for deductibles
RESIG - Self Insured Retention Liability	\$250,000
RESIG - Self Insured Retention Property	\$250,000
BASIC/ Liability	\$25,000,000
BASIC/ Property	\$300,000,000

* Scheduled Vehicles 2014 and Earlier @ Actual Cash Value. Vehicles 2015 and Later @ Replacement Cost per schedule.
 ** See Policy.

Memorandum of Gift

I, CHERYL TUCK-BERNSTEIN hereby give, assign, transfer and deliver to the Alexander Valley Union School District ("District"), as a gift and without consideration, all my right, title, and interest in the artwork commonly known as "New Heights" by Gary Lee Price (the "Personal Property"), effective on this date.

I agree to deliver and install the Personal Property at the Alexander Valley Elementary School, 8511 Highway 128, Healdsburg, California on a date to be mutually agreed; and represent that I am the lawful owner of the Personal Property and that the Personal Property is free from all encumbrances.

If the District should decide to dispose of, or otherwise sell, the Personal Property, the District agrees that it shall first offer the Personal Property back to me for the agreed sum of \$1.00 (ONE DOLLAR).

Date: October 18, 2019

Cheryl Tuck-Bernstein

CHERYL TUCK-BERNSTEIN

The District accepts the gift of Personal Property and agrees to the terms of this Agreement.

Date: October 21, 2019



District Superintendent