

**Kashia School District**

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Agenda  
Governing School Board  
Wednesday, August 14, 2024  
Kashia School District

**Start      End**

1. Call to Order Board and Staff/Establishment of Quorum

Glenda Antone \_\_\_\_\_

Frances Johnson \_\_\_\_\_

Coleen McCloud \_\_\_\_\_

Charlene Pinola \_\_\_\_\_

2. Approval of Agenda

3. Public Comment on Non Agenda Items (Limit 5 minutes)

Public comment on any item of interest to the public that is within the Board’s jurisdiction will be heard. The Board may limit comments to no more than 5 minutes each pursuant to Board policy. Public comment will be allowed on each specific agenda item prior to Board action thereon.

4. Consent Agenda

**4.1** Approval of the Minutes from the June 26, 2024 Special Board Meetings  
**(pages 1-4)**

**4.2** Approval of the Quarterly Williams Reports for 2023-24; Quarter 4 **(page 5)**

**4.3** Approval of Routine Budget Updates for the period of June 1, 2024 – July 31, 2024 **(pages 6-7)**

**4.4** Ratification of Accounts Payable Warrant Registers for the period of June 1, 2024 – June 30, 2024 **(page 8)**

**4.5** Ratification of Accounts Payable Warrant Registers for the period of July 1, 2024 – July 31, 2024 **(page 9)**

**4.6** Approval of the 2024-25 Notice of Employment for the Classroom Teacher **(pages 10-11)**

**4.7** Approval of the 2024-25 Notice of Employment for the Literacy Coach/Reading Specialist **(pages 12-13)**

**4.8** Approval of the 2024-25 Notice of Employment for the Classified Support Position (**page 14**)

**4.9** Approval of the Declaration of Need Form (**page 15**)

**Background:** The California Commission on Teacher Credentialing (CTC) currently issues specific permits for individuals who are not fully credentialed, and these permits can be requested by the district when there is an acute staffing need. Credentials that are included in the Declaration of Need are Emergency, BCLAD/CLAD/English Learner Authorization and Resource Specialist Permits, and Limited Assignment Permits for Multiple Subject, Single Subject, and Special Education.

The Board of Trustees is asked to approve a Declaration of Need (attached) which will be filed with the California Commission (CTC). The Declaration of Need (DOC) will allow the newly hired Classroom Teacher (Notice of Employment to be considered for Board approval during the August 14, 2024 Regular Board meeting) to apply for a General Education Limited Assignment Permit (GELAP) which is required while the employee is working to attain the Multiple Subjects Credential as a condition of employment. Once the Sonoma County Office of Education (SCOE) receives the DON and GELAP application, they will issue a Temporary County Certificate (TCC) which will allow the employee to serve in the position while the GELAP is processed by CTC.

**Fiscal Impact:** None.

## 5 Reports and Communications

5.1 Governing Board Members

5.2 Superintendent

5.3 PTO

## 6 Items Scheduled for Information and Discussion

**6.1** 2024-25 Enrollment Update (**page 16**)

**Background:** The 2023-24 P-Annual Attendance Report is attached for review. Staff will also provide an update on actual student enrollment for 2024-25.

**Fiscal Impact:** The level of district funding available to fund staffing and programs is dependent upon enrollment/average daily attendance. The 2024-25 budget will be updated to reflect actual enrollment, and presented during the December 11, 2024 Regular Board meeting.

7 Items Schedules for Discussion and Action

7.1 Approval of the 2024-25 **Revised** Local Control and Accountability Plan (LCAP) (*pages 17-91*)

**Background:** The Local Control Accountability Plan (LCAP) was Board-approved during the June 12, 2024 Regular Board meeting. The report went through a routine review by the Sonoma County Office of Education (SCOE), and several substantive edits were requested, which require re-approval by the Board. The most notable revision was having Goal #2 displayed in the report. While Goal #2 was covered in the LCAP presentations, it was not shown in the report due to a technical error. Other edits include more thorough responses to prompts in the LCAP instructions and checking response boxes in a consistent manner throughout the document.

**Fiscal Impact:** None.

7.2 Approve Resolution 2025-01 Adopting a Conflict-of-Interest Code (*pages 92-97*)

**Background:** The Political Reform Act requires every local government agency to biennially review its conflict-of-interest code (COIC) to ensure it accurately identifies all public officials and employees who are required to file Statement of Economic Interests (Form 700). The Board is asked to review and approve Resolution 2025-01 Adopting a Conflict-of-Interest Code.

**Fiscal Impact:** None.

7.3 Approval of 2024-25 Classified Salary Schedule (*page 98*)

**Background:** The Board approved a salary schedule for 2024-25 for certificated, non-management employees that is aligned with the 2023-24 salary schedules for other coastal schools. The Board is now asked to approve a salary schedule for the Classified Support position for 2024-25, which is aligned with the 2023-24 salaries for classified staff among other coastal schools (e.g. no 2024-25 Cost-of-Living Adjustment {COLA} is applied at this time).

**Fiscal Impact:** The cost of a step increase (based upon years of experience) has been included in the 2024-25 Original Budget, which was Board-approved during the June 12, 2024 Regular Board meeting.

- 7.4 Approval of an Expenditure Plan for the 2023-24 and 2024-25 Prop 28 Art and Music in Schools (AMS) Funding (**page 99**)

**Background:** On November 8, 2022, California voters approved Proposition 28: The Arts and Music in Schools (AMS) Funding Guarantee and Accountability Act. The measure required the state to establish a new, ongoing program supporting arts instruction in schools beginning in 2023–24. LEAs that receive AMS funds are required to prepare a school site expenditure plan, pursuant to California *Education Code* Section 8820, subdivision (e). The attached expenditure plan outlines the intended use of

**Fiscal Impact:** The district received \$1,511 in 2023 -24 and anticipates receiving \$1,511 in 2024-25 (and ongoing).

- 7.5 Approval of an Independent Contractor Services Agreement with Robert Sibley for Cultural Education (**pages 100-107**)

**Background:** Robert Sibley provides cultural education services. The recommended rate for 2024-25 is \$35.00 per hour, representing an increase of \$5.00 per hour compared with 2023-24.

**Fiscal Impact:** The 2024-25 Original Budget that was approved by the Board during the June 12, 2024 Regular Board meeting includes a budget of \$8,000 for this service, which should be sufficient to cover costs for cultural education services in 2024-25 with the rate increase included.

- 7.6 Approval of an Independent Contractor Services Agreement with Janet Van Winkle for Special Education (Resource Specialist) Support (**pages 108-115**)

**Background:** Janet Van Winkle provides Special Education support services for students. The recommended rate for 2024-25 is \$70.00 per hour, representing an increase of \$10.00 per hour compared with 2023-24. Travel expenses are included in the \$10.00 rate increase, which were charged separately in prior years.

**Fiscal Impact:** The 2024-25 Original Budget that was approved by the Board during the June 12, 2024 Regular Board meeting includes a budget of \$12,000 for this service, which should be sufficient to cover costs for cultural education services in 2024-25 with the rate increase included.

7.7 Approval of an Independent Contractor Services Agreement with Mary Allen for Instructional and Administrative Support Services (**pages 116-124**)

**Background:** Mary Allen provided student testing and consultative services during the 2023-24 school year. The Board is asked to approve an Independent Contractor Services Agreement with Ms. Allen for 2024-25 to include student testing services, professional development and mentoring for staff, support in the development of the annual Local Control and Accountability Plan (LCAP update), consultative services related to curriculum instruction, e.g. textbook adoptions, and completion of the district's annual safety plan as described in the proposed scope of work (Exhibit A). Services are provided at a rate of \$80.00 per hour with a not-to-exceed amount of \$15,000.

**Fiscal Impact:** The 2024-25 Original Budget that was approved by the Board during the June 12, 2024 Regular Board meeting includes a budget of \$10,000 for these services, which will need to be increased by \$5,000 to cover the not-to-exceed costs outlined in the proposed scope of work (Exhibit A). The increase will be included in the 2024-25 First Interim Report, which will be presented to the Board during the December 12, 2024 Regular Board meeting.

8. Items Scheduled for Future Board Meetings

- 8.1 Board Policies
- 8.2 Contracts and MOU's for 2024-25
- 8.3 Unaudited Actuals
- 8.4 Gann Limit Resolution

10. Adjournment

Next Board Meeting: Wednesday, September 11, 2024

2:30 p.m.