

**REGULAR BOARD MEETING
LASSEN UNION HIGH SCHOOL DISTRICT
BOARD OF TRUSTEES**

1000 Main Street
Susanville, CA 96130

August 9, 2011
6:30 pm

APPROVED MINUTES

CALL TO ORDER: The open session was called to order by President Charles Spence at 6:30 pm.

BOARD MEMBERS PRESENT: President Charles Spence, Vice President Ken Theobald, Clerk Hal Meadows MD, Trustee Connie Herman, and Trustee Skip Jones

BOARD MEMBERS ABSENT/TARDY: None

OTHERS PRESENT: Alison Somerville, Pat Williams, Maria Fregulia, Anita Osborn, Ted Freidline, Jeanine Thibeau, Gene Perkins, Brett Mitchell, Tom Ready, Debbie Fry, Ruth Ellis, Lisa Cavin, and Dr. Todd Cutler.

PLEDGE OF ALLEGIANCE: The flag salute was led by President Charles Spence.

ACTION ON MINUTES: MSCU (Theobald/Herman) to approve the minutes of the Regular Board Meeting, June 28, 2011(Rescheduled from 6/14/11)

**The information provided below is not a word for word transcript of the meeting, but a summary of events and statements.*

2.0 COMMUNICATIONS/INFORMATION

2.1 Public Input – *During this portion of the meeting, any member of the public is permitted to make a brief statement, express his/her viewpoint, or ask a question regarding matters related to items on the closed session agenda. Three minutes may be allotted to each speaker and a maximum of twenty minutes to each subject matter.*

None.

3.0 EXECUTIVE SESSION

At 6:35 pm, the Board adjourned into closed session. *The Board may meet in closed session pursuant to Government Code Section 54957, meet with lead negotiator, Dr. Todd Cutler, on collective bargaining issues with classified and certificated employee groups; pursuant to Government Code Section 54957 and 54957(a) to consider assignment, appointment, employment, dismissal, release, and evaluation of performance of public employees; pursuant to Government Code Section 54956.9.* The Board reconvened at 7:00pm to open session.

3.1 Personnel Assignment Order No. 2011/12 #1- MSCU (Jones/Meadows) to approve the revised personnel assignment order [\[LINK\]](#)

3.2 Negotiations – No reportable action

4.0 OPEN SESSION – Reportable action taken during closed session was disclosed (see agenda items for details)

5.0 COMMUNICATIONS/INFORMATION/REPORTS

5.1 Public Input - During this portion of the meeting, any member of the public is permitted to make a brief statement, express his/her viewpoint, or ask a question regarding any item related to school business. Three minutes may be allotted to each speaker and a maximum of twenty minutes to each subject matter.

Alison Somerville thanked the board for 13 Years of service and said that she looks forward to working hand in hand with Lassen College & LUHSD.

Ted Freidline and Anita Osborn thanked the district for offering a French class for students to finish out their program this year.

5.2 Staff & Student Recognition – Dr. Cutler and the Board thanked Alison Somerville for her years of service and wished her well in her new position at LCC. Chief Business Officer, Debbie Fry, was recognized for her achievement of National certification as a School Finance Official.

5.3 PTSA Representatives – None.

5.4 ASB Representatives – None.

6.0 INFORMATION/BOARD MEMBER REPORTS

6.1 Board Member Reports – None.

- 6.2 Board Self Evaluation** – The Board agreed to use the evaluation document provided. An electronic version will be sent to members and results will be compiled and reviewed at a later date. [\[LINK\]](#)

7.0 STAFF REPORTS

- 7.1 LTA and CSEA Representatives** – None.

- 7.2 Principal/Management Reports** –

Principal Ready reported on the following:

- i3Grant - The Lassen Union High School District has applied for a grant addressing Innovations that Support Effective Teachers and Principals.
- Susanville FFA students earned over \$58,000 at this year's fair. Our chapter had the highest placing animals in 4 of 6 species.
- Summer Training:
 - Mike Vivilacqua completed his Level I credential program through UCSD extension. He developed curriculum for the National Alternative Fuels Training Consortium and taught the material to adults from CalTrans and other industry professionals. He also received his certification in alt. fuels and propane fueled vehicles specific to Roush systems. Finally he attended a class in diagnostics in Sacramento Tues. and Wed. this week the first week of August.
 - In June both Dawn Egan and Trish Valceschini attended a 4-day entrepreneurial workshop at CSU Fresno. The Lassen High School Technology Department and Lassen Community College are working closely to formalize that pathway.
 - Christie Cornelison and Trish Valceschini completed the 4 day T4S Training workshop in August.
- The Business Department will shift the focus of Advanced Computer Operations to Computer Science. As future demand for Computer Scientists exceeds the supply, the National Science Foundation has set a goal to place 10,000 new Computer Science teachers in High Schools by 2015. Once again Lassen High School demonstrates its ability to be a leader in program development and opportunities for our students.
- LINK Crew - Acknowledged Rachel Vincent and the LINK Crew for its fundraiser last weekend and this week's work to train for and deliver tomorrow's Freshman Orientation, providing for all 9th graders a productive and inviting transition to Lassen High School.
- BIO Trip
- Schedule pick-up

- STAR Data: It appears that LHS improved student results in 65% of the data measures we look at year to year. And for AYP purposes we had an 11% increase in proficient students at the federal criteria which we hope to remove us from Year 1 Program Improvement status.
- CREDENCE:
 - Increased use of subject specialists from LHS teaching as CHS.
 - The curriculum for Credence students, along with the credit recovery program housed there, will lead the District with blended instruction involving traditional direct instruction and the use of online curriculum.
 - The instruction will contain a strong system of study skills implemented across the curriculum, benefitting students in all their classes.

Principal Mitchell reported on the following:

- Facilities committee update.
 - Progress on 300 bldg classroom remodels. funding
 - Contacted by Jim Bush regarding funding through Lahonton for possible interest in clean up of adjacent sites.
 - Generous provision of transportation & supervision of prison workers. We are looking at annual partnership for campus beautification.

Chief Business Officer Fry reported on the following:

- Provided a budget update as required.

7.3 Superintendent Report – Dr. Cutler reported on the following items:

- Proud of work the Management Team did this summer.
 - Mr. Mitchell, the grounds look better than ever since I've arrived.
 - Debbie Fry, best financial spot since I've arrive.
 - Tom Ready – great start to the new year.
- Accreditation letters
 - LHS received 6 year accreditation, Mr. Ready has done a great job.
 - CHS – There has been a shift of location & structure, really excited to receive three year accreditation
 - DMCHS – has been under the most shifting & change, received a two year accreditation.
 - Utilization of the accreditation process along with strategic planning and improvement.
- Strategic Planning Session – would like to schedule in October/November.
- Structure of schools and flow from one to another when students have different needs

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- Board Meetings will be moved to the old Credence building so DMCHS can be used for classroom consistently
- Consistent curriculum between all schools.
- Strategic Planning draft
- Professional Development
 - 18 Teachers participated in Summer Institute for Instructional Practice
 - Another session is running once/month
 - Board Members & others are invited to participate
- Communication – social media sites are being explored
- Report on consolidation of services – this will be agendized for a future meeting
- Friday – third annual pancake breakfast & Back to School Kick Off

7.4 Learning Management System Presentation – Technology Coordinator Gene Perkins and Principal Tom Ready gave a presentation on CaliQity, which is a system where curriculum is presented in an online format. There was discussion regarding logistics, technology, cost, and other related items.

7.5 Diamond Mountain Charter High School – Superintendent Dr. Todd Cutler, described the new format for attendance at DMCHS for the 2011/2012 school year. One side of the facility will be structured as independent study with set meeting times and voluntary classroom attendance. The other side will be a classroom based independent study program using the Currium program within CaliQity. The students will have attendance contracts which will require specific attendance times dependent on student needs.

8.0 CONSENT AGENDA – MSCU (Jones/Herman) to approve the consent agenda items #8.1 – 8.4 & 8.6. Item #8.5 was removed from the consent agenda due to additional information received prior to the meeting.

8.1 Warrants and Payroll – to approve Commercial Warrants and District Payroll. [\[LINK\]](#)

8.2 ASB Fundraisers - to approve student fund raising activities. [\[LINK\]](#)

8.3 Williams Complaint Summary - to approve the quarterly Williams Complaint Summaries. [\[LINK\]](#)

8.4 Field Trip – to approve a field trip [\[LINK\]](#)

8.5* Reimbursement Claim – this item was removed from the agenda

8.6 Contract – to approve the copier/printer contract with Forest Office Equipment [\[LINK\]](#)

9.0 GENERAL AGENDA

9.1 Facilities – The Board received information and there was discussion regarding past, current, and future projects, facility use, procedures, practices, and other related items. No action was requested or taken.

9.2 Annual Statement of Need – MSCU (Theobald/Meadows) to approve a declaration of need for substitute teachers.

9.3 CBEST Waivers – MSCU (Theobald/Meadows) to approve annual CBEST waivers.

9.4 Declaration of Need for Fully Qualified Educators – MSCU (Herman/Meadows) to approve adoption of a form to allow teachers to be eligible for an emergency CLAD permit if necessary

9.5 Community Day School – MSCU (Theobald/Herman) to approve re-opening the Lassen Community Day School due to the closure of county educational programs

The Board directed Dr. Cutler to research the Lassen County Office of Education’s legal obligation

10.0 BOARD POLICIES

10.1 Second Reading - The Board conducted a **second reading** and approval of revised Board Policy and Administrative Regulation #5152 Administering Medication. [\[LINK\]](#)
MSCU (Theobald/Jones)

11.0 MEETING CLOSURE

11.1 Agenda Items – Requests were made to review the Consolidation Study from School Services and to keep the Board apprised of any fee updates.

11.2 Adjournment – The meeting adjourned at 8:19 pm

Regular Board Meeting – September 13, 2011 at 6:30pm *This meeting was rescheduled to September 20, 2011, due to schedule conflicts.