



**DUNSMUIR  
Joint Union High  
School District**

*Est. 1911  
100 Years of Academic and Athletic Excellence*

5805 High School Way  
Dunsmuir, CA 96025  
530.235.4835\* Fax 530.235.2224  
www.dunsmuirhigh.k12.ca.us

**Principal**  
Ray Kellar

**Board of Trustees**  
Norma Clemons  
Jan Garrigus  
Chris Langston  
Jimmy Palmer  
William Townsend, D.D.S.

**DUNSMUIR JOINT UNION HIGH SCHOOL DISTRICT  
GOVERNING BOARD  
REGULAR MEETING MINUTES**

**October 9, 2013  
Wednesday 6:00 P.M.**

**DUNSMUIR HIGH SCHOOL rm 106  
5805 High School Way, Dunsmuir, CA 96025**

***Mission***

*To prepare productive, self-reliant individuals, teach clear communication and inspire self-worth through achievement.*

*REASONABLE ACCOUMODATION FOR ANY INDIVIDUAL WITH A DISABILITY Disability related aides or services to enable persons with disabilities to participate in public meetings are available. In addition, members of the public needing translation services during the Board meeting should contact the Superintendent 530.235.4835 one week prior to the scheduled meeting.*

Per BB §9324 a recording may be made of this meeting.

**Open Session**

**A. CALL TO ORDER - ROLL CALL - PLEDGE OF ALLEGIANCE**

Jan Garrigus  
Norma Clemons  
Jimmy Palmer  
Chris Langston  
William Townsend absent  
Tyla Edwards

Ray Kellar, Principal  
Kim A. Vardanega, Adm. Asst./CBO

The Regular Meeting of the Dunsmuir Joint Union High School District was called to order at 6:00 P.M.

**B. ADJUSTMENTS AND OR ADDITIONS TO THE AGENDA AND APPROVAL OF AGENDA  
(Action)**

*Additions to the Agenda must meet requirements as set forth in the Brown Act*

No adjustments requested. Norma Clemons moved to approve the Agenda as posted, seconded by Chris Langston.

Garrigus	aye	Clemons	aye
Palmer	aye	Langston	aye
Townsend	absent	Edwards	aye

Motion carried 4-0

### C. HEARING OF PERSONS WISHING TO ADDRESS THE BOARD

*Speakers may be limited to 3 minutes on each agenda item with the total time for public comment on each agenda item limited to 20 minutes. BP §9323(c). Please be aware that this is a private meeting held in a public place and the Board is prohibited by law from taking action on any item presented if it is not listed on the agenda.*

- **Items listed on the Agenda:** Under this item, the public is invited to notify the Board President which items listed on the agenda they would like to comment on and will be allowed to do so when the item comes up.
- **Items not listed on the Agenda:** Items not listed on the Agenda and are within the Board's subject matter jurisdiction, the public is invited to notify the Board President they would like to address the Board under this item. Please note that the law requires no action or discussion be undertaken on any item not listed on the agenda, therefore, only a brief response will be provided by the Board or staff.

No requested made.

### D. CONSENT AGENDA (Action)

*These action items are of a routine nature or items for which no discussion is anticipated and are acted upon by a single vote. Board Members may request that any item be removed and given individual consideration.*

1. The minutes of: September 11, 2013 and September 30, 2013
2. Warrants Registry Summary: Ratify commercial warrants as summarized
3. Date and Location of the next three scheduled Board Meetings with Agenda Items
4. Gifts, Grants and Bequests BP 3290 – Dunsmuir Rotary \$1,000 to English Department

Items 1-4 were reviewed. Chris Langston moved to approve, seconded by Norma Clemons.

Garrigus	aye	Clemons	aye
Palmer	aye	Langston	aye
Townsend	absent	Edwards	aye

Motion carried 4-0

### E. BOARD RECOGNITION

1. Student/s of the Month: Alyssa Clark

Unable to attend. Will honor at the November meeting.

### F. REPORTS

1. Student Board Member - Tyla Edwards

Financial Report, Student Council Minutes reviewed. Homecoming activities, Spirit Week. Athletic standings reviewed. Halloween activities for DHS and DES students planned.

2. Certificated Staff Report

Smart Board Presentation	Room 205	- Alysia Garcia
Community Day School		- Pam May

The Board presented each with a certificate of appreciation and a card of thanks.

3. Business Report

- Kim Vardanega

2013/2014 Budget Updates-may not know full funding until June 2014 for LCFF. Board Financial/Investment Summary Report, Prop 39 Draft Regulations/Update, CDE Out-of-State (Nevada

and Oregon) Waiver approved. Fiscal Report "What will be the Impact of the Federal Budget Shutdown on the State Budget?". Latest Power Bill reviewed.

- 4. ROP Report - Jimmy Palmer

No meeting.

- 5. Principal's Report - Ray Kellar

Common Core training and attendance report.

	12/13				11/12							
	DHS		CDS		I.S.		DHS		CDS		I.S.	
	Enroll	ADA	Enroll	ADA	Enroll	ADA	Enroll	ADA	Enroll	ADA	Enroll	ADA
1 <sup>st</sup> day	86						79					
1 <sup>st</sup> M	87	80.95	4	2.26	0	0	72	67.21	1	.58		
2 <sup>nd</sup> M	83	78.63	4	2.53	0	0						
3 <sup>rd</sup> M	82	77.70	4	.90	0	0						
4 <sup>th</sup> M	82	76.28	1	.93	0	0						
5 <sup>th</sup> M	82	75.33	1	.89	0	0						
6 <sup>th</sup> M	83	78.42	1	.05	0	0						
7 <sup>th</sup> M	83	77.06	1	.89	0	0						
8 <sup>th</sup> M	83	77.06	1	.60	0	0						
9 <sup>th</sup> M	82	77.50	2	.60	0	0						
10 <sup>th</sup> M	81	74.26	2	1.11	0	0						
11 <sup>th</sup> M	81	73.64	2	1.13	0	0						
P1		89.26										
P2		87.34										

**G. ITEMS FOR ACTION AND DISCUSSION**

**1. Deferred Maintenance / Modernization**

Restroom floor and alarm system update. Both issues satisfactory completed and paid for by Randy Hill Construction. No action needed.

**2. Developer Fees**

Reviewed current Justification Study. Proposal from Jack Schreder & Associates for a new study. Allowable expenses in Fund 25 discussed – possible use with Prop 39 funds. No action requested by the Board for a new study. Use of funds TBD.

**3. Quarterly Report on Williams Complaints**

Required to report to the Board per Ed Code §35186 if any complaints were received. No complaints received.

**4. Surplus Equipment**

Request to surplus Culinary Arts equipment replaced by Grant. 5x6 freezer, Hot Box/Proofer, Salad Bar w/Warmer, Crowd Control Standards. Norma Clemons moved to approve but removing the Proofer from the list, seconded by Chris Langston.

- |          |        |          |     |
|----------|--------|----------|-----|
| Garrigus | aye    | Clemons  | aye |
| Palmer   | aye    | Langston | aye |
| Townsend | absent | Edwards  | aye |
- Motion carried 4-0

Previously surplus floor machine. Requested to sell to Dunsmuir Elementary for \$1.00. Chris Langston so moved, seconded by Norma Clemons.

- |          |     |          |     |
|----------|-----|----------|-----|
| Garrigus | aye | Clemons  | aye |
| Palmer   | aye | Langston | aye |

Townsend absent Edwards aye  
 Motion carried 4-0

**5. CSBA Board Policy Updates August 2013 1<sup>st</sup> Reading / Waive 2<sup>nd</sup> Reading**

Request to approve the recommendations of the Superintendent/Principal. To keep our policies up to date with current laws and regulations. Tabled from the September Regular meeting. Norma Clemons so moved for approval waiving the 2<sup>nd</sup> reading, seconded by Jimmy Palmer.

Garrigus aye Clemons aye  
 Palmer aye Langston aye  
 Townsend absent Edwards aye  
 Motion carried 4-0

**H. BOARD CORRESPONDENCE/COMMUNICATIONS**

1. Siskiyou County Board of Education Agenda/Minutes

Request to obtain copies for the Board.

2. Calendar of Events Updates

Reviewed.

**I. BOARD MEMBER COMMENTS/REQUESTS**

*The Board may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3. The Board may ask a question for clarification, make a brief announcement, or make a brief report. The Board may request reports back at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda.*

Palmer. Reminder to attend the football game the following Saturday at 1:00 home.

Clemons. Reminder to have the meeting recorded.

Langston. Question about library furniture excess expense. Unable to return as was custom ordered and installed.

**J. PUBLIC COMMENT ON CLOSED SESSION**

*Under this item on the Agenda, the public is invited to address the Board regarding items that are on the Closed Session. Speakers are limited to three minutes each. The Board is not allowed under law to take action on matters that are not on the agenda.*

**K. RECESS TO CLOSED SESSION**

Instructions:

- Items to be addressed in Closed session must orally be announced by referring to the section number (Government Code § 54957.7(a).)
- The Board must reconvene in open session, where it may be required to report votes and action taken in Closed Session as required by section (Government Code § 54957.1.)

The Board adjourned to Closed Session at 7:25 P.M.

<b>Closed Session</b>
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**A. ROLL CALL**

Jan Garrigus  
 Norma Clemons  
 Jimmy Palmer  
 Chris Langston  
 William Townsend absent  
 Tyla Edwards absent

Ray Kellar, Superintendent Principal  
 Kim A. Vardanega, Adm. Asst./CBO absent

**B. Government Code § 54957****1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

- a. Confidential/Classified Management Employee/s
- b. Classified Employee/s
- c. Certificated Employee/s
- d. Board of Trustees
- e. Superintendent
- f. Principal

No reportable action.

**2. PUBLIC EMPLOYEE APPOINTMENT/EMPLOYMENT**

No reportable action.

**3. INTERVIEW AND POSSIBLE APPOINTMENT OF INTERIM SUPERINTENDENT, INTERIM ADMINISTRATOR OR INTERIM EVALUATOR OF ADMINISTRATIVE STAFF**

The Board voted to approve the hiring of Ray Kellar as Interim Superintendent/Principal with contract TBD. Board directed President Garrigus and Member Langston to investigate an MOU with the Siskiyou COE for Administrative Coaching services.

Garrigus	aye	Clemons	aye
Palmer	aye	Langston	aye
Townsend	absent	Edwards	absent

Motion carried 4-0

**4. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE**

No reportable action.

**5. COMPLAINT REGARDING DISTRICT EMPLOYEE**

No reportable action.

**6. RETIREE BENEFITS**

- § 54957.6 Negotiations with CTA
- § 54956.9 Pending Litigation

No reportable action.

**C. Government Code § 54957.6****1. CONFERENCE WITH LABOR NEGOTIATOR****COLLECTIVE BARGAINING (Government Code § 3549.1)**

- a. Negotiations with CTA
  - b. Negotiations with Classified Unit
  - c. Unrepresented Employees: Confidential Management
  - d. Unrepresented Employees: Superintendent/Principal
- District Negotiator: Alan Swanson Superintendent

No reportable action.

**D. Government Code § 48912 and § 48918****1. STUDENT PERSONNEL MATTERS**

- Student Discipline Ed Code 35145
- Student Expulsion

No reportable action.

**E. Government Code § 54956.9 (a)**

**1. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION**

- a. Padula v. Morris Federal District Court, Eastern District #05-00411

No reportable action.

**2. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

- b. Initiation of litigation pursuant to subdivision (c) of Section 54956.9  
Specific number of cases: 0

No reportable action.

**F. RECONVENE TO OPEN SESSION**

*Announcement of any reportable actions taken in Closed Session.*

Action taken noted above.

The Board returned to open session at 9:00 P.M.

**G. ADJOURNMENT**

*Regular meetings shall be adjourned at 10:30 P.M. Action may be taken at the end of the meeting to extend past 10:30 P.M. or adjourned to a later date if needed. BP § 9323*

The Board adjourned the meeting at 9:05 P.M.

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**G.C. § 54957.5**

*Copies of the agenda, complete with backup materials, may be reviewed at:*

Dunsmuir High School, Dunsmuir Elementary School, Dunsmuir City Library, Southern Siskiyou News, Record Searchlight

*Agenda posted only:*

Castle Rock Elementary School, Siskiyou County Office of Education, Web Page

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**Next Meeting/s**

November 13, 2013    6:00 P.M.    Regular Meeting  
Dunsmuir High School room 106

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Board Clerk

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Board Secretary

**The Dunsmuir Joint Union High School District welcomes and encourages your participation at their meetings. To ensure an orderly meeting, all participants will be asked to observe the following:**

Procedures for placing an item on the agenda, making a presentation, or speaking to an item on the agenda shall be as follows (Board Bylaw §9322)

Any Board member or member of the public may request that a matter within the jurisdiction of the Board be placed on the agenda of a regular meeting. The request shall be submitted in writing to the Superintendent or designee with supporting documents and information, if any, at least one week before the scheduled meeting date. Items submitted less than a week before the scheduled meeting date may be postponed to a later meeting in order to allow sufficient time for consideration and research of the issue.

The Board President and Superintendent shall decide whether a request is within the subject matter jurisdiction of the Board. Items not within the subject matter jurisdiction of the Board may not be placed on the agenda. In addition, before placing the item on the agenda, the Board president and Superintendent shall determine if the item is merely a request for information or whether the issue is covered by an existing policy or administrative regulation.

The Board President and Superintendent shall decide whether an agenda item is appropriate for discussion in open or closed session, and whether the item should be an action item subject to Board vote, an information item that does not require immediate action, or a consent item that is routine in nature and for which no discussion is anticipated.

The agenda shall provide members of the public the opportunity to address the Board on any agenda item before or during the Board's consideration of the item. The agenda shall also provide members of the public an opportunity to testify at regular meetings on matters which are not on the agenda but which are within the subject matter jurisdiction of the Board. (Education Code 35145.5, Government Code 54954.3)

**Persons addressing the Board shall be guided by the following conditions (Board Bylaw #9323):**

Members of the public are encouraged to attend Board meetings and to address the Board concerning any item on the agenda or within the Board's jurisdiction. So as not to inhibit public participation, persons attending Board meetings shall not be requested to sign in, complete a questionnaire, or otherwise provide their name or other information as a condition of attending the meeting.

In order to conduct business in an orderly and efficient manner, the Board requires that public presentations to the Board comply with the following procedures:

1. The Board shall give members of the public an opportunity to address the Board either before or during the Board's consideration of each item of business to be discussed at regular or special meetings. (Education Code 35145.5, Government Code 54954.3)
2. At a time so designated on the agenda, members of the public may bring before the Board, at a regular meeting, matters that are not listed on the agenda. The Board may refer such a matter to the Superintendent or designee or take it under advisement, but shall not take action at that time except as allowed by law. The matter may be placed on the agenda of a subsequent meeting for action or discussion by the Board. (Education Code 35145.5, Government Code 54954.2)
3. Without taking action, Board members or District Office staff members may briefly respond to statements made or questions posed by the public about items not appearing on the agenda. Additionally, on their own initiative or in response to questions posed by the public, a Board or staff member may ask a question for clarification, make a brief announcement, or make a brief report on his/her own activities. (Government Code 54954.2) Furthermore, the Board or a Board member may provide a reference to staff or other resources for factual information, ask staff to report back to the Board at a subsequent meeting concerning any matter, or take action directing staff to place a matter of business on a future agenda. (Government Code 54954.2)
4. The Board need not allow the public to speak on any item that has already been considered by a committee composed exclusively of Board members at a public meeting where the public had the opportunity to address the committee on that item. However, if the Board determines that the item has been substantially changed since the committee heard it; the Board shall provide an opportunity for the public to speak. (Government Code 54954.3)
5. A person wishing to be heard by the Board shall first be recognized by the President and shall then proceed to comment as briefly as the subject permits. Individual speakers shall be allowed three (3) minutes to address the Board on each agenda or nonagenda item. The Board shall limit the total time for public input on each item to 20 minutes. With Board consent, the President may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. The President may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add.
6. The Board President may rule on the appropriateness of a topic. If the topic would be more suitably addressed at a later time, the President may indicate the time and place when it should be presented. The Board shall not prohibit public criticism of its policies, procedures, programs, services, acts or omissions. (Government Code 54954.3) In addition, the Board may not prohibit public criticism of District Office employees.
7. The Board President shall not permit any disturbance or willful interruption of Board meetings. Persistent disruption by an individual or group shall be grounds for the chair to terminate the privilege of addressing the Board. The Board may remove disruptive individuals and order the room cleared if necessary; in this case, members of the media not participating in the disturbance shall be allowed to remain, and individual(s) not participating in such disturbances may be allowed to remain at the discretion of the Board. When the room is ordered cleared due to a disturbance, further Board proceedings shall concern only matters appearing on the agenda. (Government Code 54957.9)

Thank you for your cooperation.