

Liberty School District

National Blue Ribbon Award School
California Distinguished School 2006
California Honor Roll - Scholar School

Agenda for the regular meeting of the Liberty School District Board of Trustees

Thursday, February 16, 2017

5:15 p.m. Open Session

I. Roll Call and Flag Salute

II. Regular Meeting

- A. Agenda adjustment and approval
- B. Correspondence
- C. Warrant Questions

III. Public/Community Input: During this period the Board will hear anyone desiring to address the Board on subjects not listed on the regular agenda. The Board President reserves the right to limit the amount of time spent or number of speakers on any one topic. The Board will not make a decision on the subject unless it is of a routine nature that may be turned over to the staff for disposition.

IV. Reports and Information

A. Business Managers Report

- i. Business Service Manager Job Description

B. California STEAM Academy

C. Superintendent/Principal Report

- i. Enrollment
- ii. Daycare-Attachment
- iii. Spelling Bee – FS & EC
- iv. Statewide Student Performance
- v. LCAP
- vi. Other

V. Action Items: These items need to be considered individually and acted upon as such by the Board.

A. Approval of the Request to Waive Summer School Lunches

The Board of Trustees will review, discuss and consider approval of the Request to Waive Summer School Lunches.

B. Approval of CSBA Ballot

The Board of Trustees will review, discuss and consider the choice for CSBA delegate.

C. Approval of 2016/2017 District Calendar

The Board will review, consider and discuss the revised 2017/2018 District calendar.

VI. Consent Items: Items listed under the Consent Agenda are considered to be routine and are acted on by the Board in one motion. No discussion of these items is necessary unless the Board requests specific items to be discussed and/or removed from the Consent Agenda.

A. Approval of Warrants 1/01/17-1/31/17

B. Approval of Minutes of January 21 Meeting

C. Approval of Jerry's Tree Service Proposal

VII. Board Members: This time is scheduled for Board Members to address their colleagues and/or staff about areas that they feel need study or information. The President will direct what action he feels should be taken on any item introduced by Board members.

VIII. Dates and Future Agenda Items

Regular Board Meeting-

March 16 at 5:15

A. Agenda Items:

IX. Adjourn to Closed Session

A. With respect to Government Code Section 44954(b): Release of Temporary Certificated Employee

B. With respect to Government Code Section 54957.6:

i. Business Office

ii. Administration

iii. Negotiations

iv. Evaluations

X. Return to Open Session

XI. Announcement of Decisions made in Closed Session

XII. Adjournment

Liberty School District

Reports and Information
Regular Meeting of: February

| |
|--|
| Superintendent/Principal Report : |
| |

Plan/Discussion/Detail:

- Enrollment
- Daycare-Attachment
- Spelling Bee Participants
- Statewide Student Performance
- LCAP
- Other

Liberty School District

Agenda Item Summary
Regular Meeting of: February 16

Action Item: VI. b-The Board will consider voting for one candidate to represent region 3a at the CSBA Delegate Assembly.

Background:

The Board is a member of the California School Boards Association and thus is entitled to a vote on who represents it at the Delegate Assembly.

Fiscal Impact:

None.

Recommendation:

None.

Motion:

Moved by:

Second:

Vote:

Aye:

No:

Abstention:

Absent:

REQUIRES BOARD ACTION

This complete, **ORIGINAL** Ballot must be **SIGNED** by the Superintendent or Board Clerk and returned in the enclosed envelope postmarked by the post office No later than **WEDNESDAY, MARCH 15, 2017**. Only ONE Ballot per Board. Be sure to mark your vote "X" in the box. *A PARTIAL, UNSIGNED, PHOTOCOPIED, OR LATE BALLOT WILL NOT BE VALID.*

OFFICIAL 2017 DELEGATE ASSEMBLY BALLOT
SUBREGION 3-A
(Sonoma County)

Number of vacancies: 1 (Vote for no more than 1 candidate)

Delegates will serve two-year terms beginning April 1, 2017 – March 31, 2019

**denotes incumbent*

Preston Addison (Cloverdale USD)

Ron Kristof (Santa Rosa City Schools)

Jennifer Wiltermood (Cotati-Rohnert Park USD)

Provision for Write-in Candidate Name

School District

Signature of Superintendent or Board Clerk

Title

School District Name

Date of Board Action

See reverse side for list of all current Delegates in your Region.



2017 Delegate Assembly Candidate Biographical Sketch Form

DUE: Saturday, January 7, 2017

Mail to: CSBA | Attn: Executive Office | 3251 Beacon Blvd., West Sacramento, CA 95691 | fax: (916) 371-3407 | or email: nominations@csba.org.

Please complete, sign and date this required one-page candidate biographical sketch form. An optional, one-page, single-sided, résumé may also be submitted; both will be copied exactly as received. Please do not state "see résumé" and please do not re-type this form. Any additional page(s) exceeding this one-page candidate form will not be accepted. It is the candidate's responsibility to confirm that all nomination materials have been received by the CSBA Executive Office. Late submissions will not be accepted. If you have any questions, please contact the Executive Office at (800) 266-3382.

| | |
|--|------------------------------------|
| Name: <u>Preston Addison</u> | CSBA Region-subregion #: <u>3A</u> |
| District or COE Name: <u>Cloverdale Unified School District</u> | Years on board: <u>New</u> |
| Profession: <u>Educator/Contractor</u> Contact Number: <u>(707)360-5007</u> | E-mail: <u>addison@cusd.org</u> |
| Are you a continuing Delegate? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, how long have you served as a Delegate? _____ | |

Why are you interested in becoming a Delegate? Please describe the skills and experiences you would bring to the Delegate Assembly.

I was an educator for over 10 years before following my other passion of building. I currently own a small business as a general contractor in Sonoma County. I have a strong interest and experience in training students for jobs, careers and college. Our schools and school boards should be serving the needs of our students and communities. I will bring those skills and interests to my role as a Delegate.

Please describe your activities and involvement on your local board, community, and/or CSBA.

I am newly elected as a School Board member. I was elected based on my strong connections to education, local business and development of the the arts in our community. My connection to education spans not just my lifetime, but as a third generation educator in California my family has a deep commitment to public education in California. I have been involved in schools as a volunteer, teacher, parent and promoter of vocational education since I graduated from college. I have been involved locally for 20 years.

Specifically I was a teacher in Sonoma County for 10 years and very active in developing science education not just at the schools I taught in, but also for the county with the Biotech educator program we developed for teachers in the county. In my final years of teaching I taught ROP Woodshop and continue to work with the CASA woodshop program in Healdsburg. My business is active in supporting the local film society, performing arts center and local artisinal food scene. Now as a new School Board member I support those through my role as a trustee.

What do you see as the biggest challenge facing governing boards and how can CSBA help address it?

Funding for our schools is the biggest challenge we face as a unit, but our priority needs to not get lost in that pursuit as we pursue our primary mission of a solid education for all students. We must work to find a solid financial formula for our schools and provide schools that meet the needs of our students and communities.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature:

Date: 7 January 2017

2017 Delegate Assembly Candidate Biographical Sketch Form
DUE: Saturday, January 7, 2017

Mail to: CSBA | Attn: Executive Office | 3251 Beacon Blvd., West Sacramento, CA 95691 | fax: (916) 371-3407 | or email: nominations@csba.org.

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| | |
|--|---|
| Name: <u>Ron Kristof</u> | CSBA Region-subregion #: <u>3-A</u> |
| District or COE Name: <u>Santa Rosa City Schools</u> | Years on board: <u>6</u> |
| Profession: <u>retired teacher</u> Contact Number: <u>(707) 528-5181</u> | E-mail: <u>ronkristofsrcs@sbeglobal.net</u> |
| Are you a continuing Delegate? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, how long have you served as a Delegate? _____ | |

Why are you interested in becoming a Delegate? Please describe the skills and experiences you would bring to the Delegate Assembly.

During my 30+ years in education, I have involved myself with state level issues. I am a firm believer in local control of education. I was a classroom teacher for 30 years during which time I assumed both campus and district leadership roles. Throughout my teaching career I was involved with CTA and AFT in a variety of leadership roles as well. While a member of CTA's state council for nine years, I became convinced that our state legislators needed good input in order to make the best decisions for our students. I believe I have the experience, communication skills and passion to advocate on behalf of public education in California.

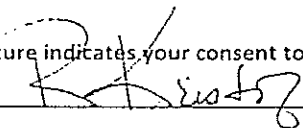
Please describe your activities and involvement on your local board, community, and/or CSBA.

I just finished my sixth year as a member of the Santa Rosa City Schools' Board of Education. I am proud to be a member of such a dedicated and hard working board. I have served on the Facilities Committee, the Career Pathways Committee and the Green Team. I pride myself on regularly visiting our schools and sitting in on classes. I find myself constantly speaking to teachers, site administrators, parents and the community at large to better understand "how" we are doing and what we "should" be doing. I have been a member of local school foundations and was active in having passed school bonds over the last three decades. Recently, I have become involved with the Historic Society of Santa Rosa where I served as Vice-President. I have attended all of the CSBA conventions since I was elected to the board, as well as two of the NSBA conventions. I hold a CSBA Master of Governance certificate.

What do you see as the biggest challenge facing governing boards and how can CSBA help address it?

The focus of my graduate work in political science/government has been on local and state government where public education has been in the forefront. I am completely in step with CSBA's emphasis on advocacy. California schools are woefully underfunded and I see a dearth of qualified people going into public education. These are issues that must be dealt with at the state level where CSBA can help lead the charge to incentivize and rebuild our teaching corps among other things. There is also a need to find ways to attract more candidates to run for school board, in general, and to find ways to attract candidates who reflect California's diversity, in particular.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature: 

Date: January 5, 2017

2017 Delegate Assembly Candidate Biographical Sketch Form

DUE: Saturday, January 7, 2017

Mail to: CSBA | Attn: Executive Office | 3251 Beacon Blvd., West Sacramento, CA 95691 | fax: (916) 371-3407 | or email: nominations@csba.org.

Please complete, sign and date this required one-page candidate biographical sketch form. An optional, one-page, single-sided, résumé may also be submitted; both will be copied exactly as received. Please do not state "see résumé" and please do not re-type this form. Any additional page(s) exceeding this one-page candidate form will not be accepted. It is the candidate's responsibility to confirm that all nomination materials have been received by the CSBA Executive Office. Late submissions will not be accepted. If you have any questions, please contact the Executive Office at (800) 266-3382.

| | |
|--|---|
| Name: <u>Jennifer Wiltermood</u> | CSBA Region-subregion #: <u>3-A</u> |
| District or COE Name: <u>Cotati-Rohnert Park USD</u> | Years on board: <u>4</u> |
| Profession: <u>Realtor</u> Contact Number: <u>707-481-6859</u> | E-mail: <u>Jennifer_wiltermood@crpusd.org</u> |
| Are you a continuing Delegate? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, how long have you served as a Delegate? _____ | |

Why are you interested in becoming a Delegate? Please describe the skills and experiences you would bring to the Delegate Assembly.

I believe there is so much to be learned and shared by becoming a Delegate, the information is a powerful tool to further the education of our students and provide vital information to our families and communities. I have been a business owner and have ran many non-profits organizations in the last 20 years that have given me extensive knowledge and expertise in team work, great listening skills, communicating and collaborating. I have disciplined myself over the years which has given me the ability to get the job done, while also motivating others and being sensitive to individual needs and concerns. I am a people person which has allowed me to build large networks of relationships, both personal and professionally. My willingness to work hard for a mission, cause, project or purpose gives me the necessary motivation to move ahead despite challenges we are faced within the education community.

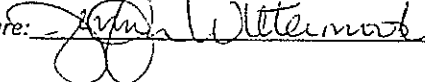
Please describe your activities and involvement on your local board, community, and/or CSBA.

I have served as a Trustee for 4 years, 1 as Clerk, 2 as Board President. I am currently on our LCAP, Wellness, City Liason and Facility Committees as well as our Sonoma County Committee on School District Organization. I am an active member with our Chamber of Commerce and serve on the Rohnert Park Founders Day Committee as the President. I Co-chaired our first Parcel Tax in 2012 and served on the Committee to Protect Quality Education where we passed 2 Bond elctions (2014, 2016) and renewed our Parcel Tax (2015). I have served on many PTA boards at both the school and council levels for over 8 years. As well as I served on the local Chapter of Realtor Board for over 6 years.

What do you see as the biggest challenge facing governing boards and how can CSBA help address it?

We have a new President of our Country about to be sworn in and with that will come a lot of changes. We need to keep a positive outlook and fight for the changes we need. Finance is and has been our biggest challenge. How to communicate effectively needs to be taught. Information needs to be broken down to where anyone can understand it, find it, implement it and pass it along. We are in a world of transformation with common core, technology and social media which has yet to filter completely down.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature: 

Date: 1/07/16

Agenda Item Summary
Regular Meeting of: February 16

Action Item: VI. a-Waive Summer Lunch Program

Background:

This is an annual requirement for the State.

Issues:

Plan/Discussion/Detail:

Fiscal Impact:

There is no impact if we taken action to not offer lunches.

Recommendation:

Approve

| | | | | |
|------------------|-------------|----------------|--------------------|----------------|
| Motion: | | | | |
| Moved by: | | Second: | | |
| Vote: | Aye: | No: | Abstention: | Absent: |

Liberty School District

Agenda Item Summary
Regular Meeting of: February 16

Action Item: VI C- The Board will consider approving the 2017/2018 calendar

Background:

Our proposed calendar lines up pretty close to the calendar that PCS just released. The primary issues with our calendar are:

- Staff start on August 14th
- Student start on August 16th
- We will have our 4 day weekend for Veterans' Day weekend
- Keep our 3 day Thanksgiving holiday
- Keep the 5 day Presidents' Holiday including a teacher work day
- Align our Spring Break with Petaluma
- Last day of school will be June 1st

Regarding PCS, we don't align at Thanksgiving and Presidents' holidays but haven't had any problems with attendance or parent complaints about this inconsistency in the past.

Fiscal Impact:

None

Recommendation:

Approve

Motion:

Moved by:

Second:

Vote:

Aye:

No:

Abstention:

Absent:

| Month | M | T | W | T | F | Workdays/Holidays | Days of Instruction | Certificated Employees Workdays |
|------------------|----|----|----|----|----|---|---------------------|---------------------------------|
| July 2017 | 3 | 4 | 5 | 6 | 7 | July 4 Independence Day Holiday | 0 | 0 |
| | 10 | 11 | 12 | 13 | 14 | | | |
| | 17 | 18 | 19 | 20 | 21 | | | |
| | 24 | 25 | 26 | 27 | 28 | | | |
| | 31 | | | | | | | |
| August | | 1 | 2 | 3 | 4 | Aug. 14-15 Staff Develop. Days 16 First Day of School | 12 | 14 |
| | 7 | 8 | 9 | 10 | 11 | | | |
| | 14 | 15 | 16 | 17 | 18 | | | |
| | 21 | 22 | 23 | 24 | 25 | | | |
| | 28 | 29 | 30 | 31 | | | | |
| September | | | | | 1 | Sept. 4 Labor Day Holiday | 20 | 20 |
| | 4 | 5 | 6 | 7 | 8 | | | |
| | 11 | 12 | 13 | 14 | 15 | | | |
| | 18 | 19 | 20 | 21 | 22 | | | |
| | 25 | 26 | 27 | 28 | 29 | | | |
| October | 2 | 3 | 4 | 5 | 6 | | 22 | 22 |
| | 9 | 10 | 11 | 12 | 13 | | | |
| | 16 | 17 | 18 | 19 | 20 | | | |
| | 23 | 24 | 25 | 26 | 27 | | | |
| | 30 | 31 | | | | | | |
| November | | | 1 | 2 | 3 | Nov. 9 Staff Development Day 10 Veterans' Day Holiday 22-24 Thanksgiving Break | 17 | 18 |
| | 6 | 7 | 8 | 9 | 10 | | | |
| | 13 | 14 | 15 | 16 | 17 | | | |
| | 20 | 21 | 22 | 23 | 24 | | | |
| | 27 | 28 | 29 | 30 | | | | |
| December | | | | | 1 | Dec. 22-29 Winter Break 25 Christmas Day Holiday 26 Christmas Eve Holiday 29 New Year's Eve Holiday | 15 | 16 Sec. 15 Elem. |
| | 4 | 5 | 6 | 7 | 8 | | | |
| | 11 | 12 | 13 | 14 | 15 | | | |
| | 18 | 19 | 20 | 21 | 22 | | | |
| | 25 | 26 | 27 | 28 | 29 | | | |
| January 2018 | 1 | 2 | 3 | 4 | 5 | Jan. 1 New Year's Day Holiday 1-5 Winter Break, continued 15 Martin Luther King Jr. Hol. | 17 | 17 |
| | 8 | 9 | 10 | 11 | 12 | | | |
| | 15 | 16 | 17 | 18 | 19 | | | |
| | 22 | 23 | 24 | 25 | 26 | | | |
| | 29 | 30 | 31 | | | | | |
| February | | | | 1 | 2 | Feb. 16 Lincoln's Holiday 19 Washington's Holiday 20 Teacher Work Day | 17 | 18 |
| | 5 | 6 | 7 | 8 | 9 | | | |
| | 12 | 13 | 14 | 15 | 16 | | | |
| | 19 | 20 | 21 | 22 | 23 | | | |
| | 26 | 27 | 28 | | | | | |
| March | | | | 1 | 2 | Mar. 19-23 Spring Break | 17 | 17 |
| | 5 | 6 | 7 | 8 | 9 | | | |
| | 12 | 13 | 14 | 15 | 16 | | | |
| | 19 | 20 | 21 | 22 | 23 | | | |
| | 26 | 27 | 28 | 29 | 30 | | | |
| April | 2 | 3 | 4 | 5 | 6 | April 2 Local Holiday | 20 | 21 |
| | 9 | 10 | 11 | 12 | 13 | | | |
| | 16 | 17 | 18 | 19 | 20 | | | |
| | 23 | 24 | 25 | 26 | 27 | | | |
| | 30 | | | | | | | |
| May | | 1 | 2 | 3 | 4 | May 28 Memorial Day Holiday | 22 | 22 |
| | 7 | 8 | 9 | 10 | 11 | | | |
| | 14 | 15 | 16 | 17 | 18 | | | |
| | 21 | 22 | 23 | 24 | 25 | | | |
| | 28 | 29 | 30 | 31 | | | | |
| June | | | | | 1 | June 1 Last Day of School Early Release | 1 | 1 |
| | 4 | 5 | 6 | 7 | 8 | | | |
| | 11 | 12 | 13 | 14 | 15 | | | |
| | 18 | 19 | 20 | 21 | 22 | | | |
| | 25 | 26 | 27 | 28 | 29 | | | |
| January 23, 2017 | | | | | | TOTALS | 180 | 184 |

Starting date for Staff
August 14, 2017 Elementary

Starting date for students
August 16, 2017

Holidays
July 4, 2017
September 4, 2017
November 10, 2017
November 22, 2017
November 23, 2017
November 24, 2017
December 25, 2017
December 26, 2017
December 29, 2017
January 1, 2018
January 15, 2018
February 16, 2018
February 19, 2018
May 28, 2018

Thanksgiving Break
November 22 - 24, 2017

Winter Break
December 22, 2017 - January 5, 2018

Spring Break
March 19 - 23, 2018

Staff Development & Teacher Work Days
August 14, 2017
August 15, 2017
November 9, 2017
February 20, 2018

Trimesters
End of 1st trimester: 11/8/17 (60)
End of 2nd trimester: 2/23/18 (57)
End of 3rd trimester: 6/7/18 (63)

Consent

- A. Check Warrants
- B. Minutes
- C. Jerry's Tree Service Proposal

Recommendation:

Approve

| | | | | |
|-----------|------|---------|-------------|---------|
| Motion: | | | | |
| Moved by: | | Second: | | |
| Vote: | Aye: | No: | Abstention: | Absent: |

Checks Dated 01/01/2017 through 01/31/2017

| Check Number | Check Date | Pay to the Order of | Fund-Object | Comment | Expensed Amount | Check Amount |
|--------------|------------|--|--------------------------------------|------------|-----------------|--------------|
| 1537305 | 01/11/2017 | Apple Inc. | 01-4310 iPad for Speech Therapy Apps | | 264.55 | |
| | | | 01-5800 Speech iPad-Dunham/Waugh | | 264.54 | |
| | | | | Unpaid Tax | 8.41- | 520.68 |
| 1537306 | 01/11/2017 | AT&T | 40-5901 Scott/Alarm Phone | | | 74.22 |
| 1537307 | 01/11/2017 | AT&T Mobility | 40-5912 Property Cellphone | | 29.61 | |
| | | | 63-5912 Daycare Cellphone | | 32.90 | 62.51 |
| 1537308 | 01/11/2017 | A.T.&T | 01-5911 Jan03 Phone Bill | | | 163.02 |
| 1537309 | 01/11/2017 | Cenco Landscapes, Inc. | 40-5808 Holm/Dec16 Groundskeeping | | 520.00 | |
| | | | Scott/Dec16 Groundskeeping | | 320.00 | 840.00 |
| 1537310 | 01/11/2017 | Randy Stephens-Flemming dba Dreamscapes Garden Design | 01-5808 Dec16 Groundskeeping | | 552.00 | |
| | | | 63-5808 Dec16 Groundskeeping | | 368.00 | 920.00 |
| 1537311 | 01/11/2017 | Employment Development Dept. | 01-9555 4th Qtr.Unemployment Tax | | | 256.40 |
| 1537312 | 01/11/2017 | Fishman Supply Co | 01-4380 Cleaning Products | | | 62.48 |
| 1537313 | 01/11/2017 | Gonzalez's Cleaning & Maintenance | 01-5803 Custodial-Dec07 | | 150.00 | |
| | | | MP-Nov26,Dec03,10,17 | | 1,300.00 | |
| | | | Site-Nov26,Dec03,10,17 | | 1,600.00 | 3,050.00 |
| 1537314 | 01/11/2017 | Joseph Brian Heil Sonoma West Educational Svcs. | 01-5838 Dec16 Psych Svcs-3.16 hrs | | | 1,580.00 |
| 1537315 | 01/11/2017 | Mickelson Enterprises, Inc. | 01-5806 Dec21 Water Treatment | | | 442.89 |
| 1537316 | 01/11/2017 | K & R Security Inc. | 01-5901 Jan-Mar17 Alarm Monitoring | | | 135.00 |
| 1537317 | 01/11/2017 | Liberty School Daycare | 63-4397 Costco/Jan09 Food Purchase | | | 181.25 |
| 1537318 | 01/11/2017 | Liberty School Petty Cash | 01-5950 Certified Mailing | | | 6.47 |
| 1537319 | 01/11/2017 | Liberty School Revolving Acct | 01-4380 Cleaning Supplies | | 47.48 | |
| | | | 01-4390 SpaceHeater-FrontOffice | | 46.68 | |
| | | | 01-5800 Donation for Facility Use | | 300.00 | |
| | | | GiftCards-WinterProg.Volunteers | | 50.00 | |
| | | | Zazu GiftCards for Hessel Volunteers | | 150.00 | |
| | | | 01-5950 Stamps-Office | | 147.47 | |
| | | | 03-4312 ReportCard Paper | | 37.62 | |
| | | | 63-5950 Stamps-Daycare | | 141.00 | 920.25 |
| 1537320 | 01/11/2017 | Pacific Gas & Electric | Cancelled FoodSafetyCert.-Mileage | | 12.74 | * |
| | | | SCOE Trips/Workshops Mileage | | 231.34 | * |
| | | | Scott/Electricity | | 2,159.66 | 2,403.74 * |
| | | Cancelled on 02/01/2017 | | | | |
| 1537321 | 01/11/2017 | Rhode Island Novelty | 01-4310 ReadRead Supplies | | 128.28 | |
| | | | | Unpaid Tax | 9.78- | 118.50 |

*Tweng
Vendor Code
warrant cancelled
New checks issued
Feb. 3.*

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.

Checks Dated 01/01/2017 through 01/31/2017

| Check Number | Check Date | Pay to the Order of | Fund-Object | Comment | Expensed Amount | Check Amount |
|-------------------------------|------------|-----------------------------------|-------------|---|------------------------|------------------|
| 1537322 | 01/11/2017 | School Specialty | 01-4310 | Science Fair Presentation Boards | | 64.30 |
| 1537323 | 01/11/2017 | Samantha Shura, OTR | 01-5810 | Dec16 OT-13.25 hrs Dec16 RTI-5 hrs | 1,179.25 300.00 | 1,479.25 |
| 1537324 | 01/11/2017 | Tennant Sales & Svc.Co. | 01-5630 | Floor Cleaner Repair Part | | 15.70 |
| 1537325 | 01/11/2017 | Veritiv Express | 01-4380 | MP Floor Cleaner | | 210.98 |
| 1537326 | 01/11/2017 | Wells Fargo Vendor Fin.Serv | 01-5632 | Kyocera Copier Lease Riso Copier Lease | 324.75 135.31 | 460.06 |
| 1537327 | 01/11/2017 | West Sonoma Co. Disposal Svc. | 01-5560 | Garbage Service | | 146.07 |
| 1539113 | 01/20/2017 | California Vision Service Plan | 01-9574 | Feb17 Vision | | 213.55 |
| 1539114 | 01/20/2017 | City of Petaluma | 40-5530 | Holm Water/Sewer Scott Water/Sewer | 196.98 543.19 | 740.17 |
| 1539115 | 01/20/2017 | Cotati-RohnertPark FoodService | 13-5800 | Dec16 Hot Lunches (561) | 1,998.62 | |
| | | | 63-4397 | Dec16 Daycare Milk | 120.50 | 2,119.12 |
| 1539116 | 01/20/2017 | Discovery Office Systems | 01-5632 | Copier Staples Riso Masters | 80.08 107.04 | 187.12 |
| 1539117 | 01/20/2017 | Gonzalez's Cleaning & Maintenance | 01-5803 | MP-Dec24,31 Jan07,14 Site-Dec24,Jan14 | 1,100.00 800.00 | 1,900.00 |
| 1539118 | 01/20/2017 | Johnston, Geri | 01-6440 | Surge Protectors | | 33.03 |
| 1539119 | 01/20/2017 | Liberty School Revolving Acct | 01-4380 | Winter Maint.Projects Supplies | 286.60 | |
| | | | 01-5800 | iCloud Backup System Annual Fee | 49.75 | 336.35 |
| 1539120 | 01/20/2017 | Pacific Gas & Electric | 01-5520 | Electricity & Gas | | 933.47 |
| 1539121 | 01/20/2017 | Wells Sweeping Co. | 40-5804 | Holm/Dec16 ParkingLot Scott/Dec16 ParkingLot | 101.25 55.00 | 156.25 |
| 1541333 | 01/27/2017 | AT&T | 40-5901 | Scott/Alarm Phone | | 74.10 |
| 1541334 | 01/27/2017 | Bay Alarm Co. | 40-5901 | Holm/Feb-Apr Alarm Monitoring | | 259.08 |
| 1541335 | 01/27/2017 | Carrot-Top Industries, Inc. | 01-5800 | MP Flagpole Eagle Replacement | 45.91 | |
| | | | | Unpaid Tax | 3.50- | 42.41 |
| 1541336 | 01/27/2017 | Enviroplex,Inc. | 40-6200 | StaffRm/Bal.Due & Retention TKBldg/Bal.Due & Retention | 10,363.73 20,978.84 | 31,342.57 |
| 1541337 | 01/27/2017 | Liberty School Revolving Acct | 01-4391 | Jan19 Board Dinner | 132.86 | |
| | | | 01-5950 | USPS/Certified Mailings | 12.90 | 145.76 |
| 1541338 | 01/27/2017 | O'Rourke Electric Inc. | 03-6200 | Lighting Replacement Project | | 35,000.00 |
| 1541339 | 01/27/2017 | Office Depot | 01-4310 | Pastel Sets | 14.05 | |
| | | | 01-4350 | Printer Ink-Bus.Office | 201.41 | 215.46 |
| 1541340 | 01/27/2017 | Really Good Stuff Inc. | 01-4310 | 100th Day Supplies | 72.26 | |
| | | | | Unpaid Tax | 5.35- | 66.91 |
| Total Number of Checks | | | | | 40 | 87,879.12 |

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 

Page 2 of 3

Checks Dated 01/01/2017 through 01/31/2017

| Check Number | Check Date | Pay to the Order of | Fund-Object | Comment | Expensed Amount | Check Amount |
|--------------|------------|---------------------|-------------|---------|-----------------|--------------|
|--------------|------------|---------------------|-------------|---------|-----------------|--------------|

| | Count | Amount |
|-----------|-------|-----------|
| Cancel | 1 | 7,211.22 |
| Net Issue | | 80,667.90 |

Fund Recap

| Fund | Description | Check Count | Expensed Amount |
|------|-------------------------------|-------------|------------------|
| 01 | General Fund | 28 | 14,106.53 |
| 03 | Liberty Charter School | 2 | 35,037.62 |
| 13 | Cafeteria Fund | 1 | 1,998.62 |
| 40 | Spec Rsrve For Cap Outlay Pro | 8 | 33,516.00 |
| 63 | Enterprise Fund (pre-school) | 5 | 843.65 |
| | Total Number of Checks | 39 | 85,502.42 |
| | Less Unpaid Tax Liability | | 27.04 |
| | Net (Check Amount) | | 85,475.38 |

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 

Patricia Petzar
1 Africa 1 of 2 02-09-2017

Liberty School District

National Blue Ribbon Award School
California Distinguished School - California Honor Roll - Scholar School
170 Liberty School Road

Minutes for the regular meeting of the Liberty School District Board of Trustees

Thursday, January 19, 2017

5:15 Open Session

I. Roll Call and Flag Salute

5:33 p.m. Eric Brooks, Bret Herman, Beldon Panter, Chris Rafanelli, Lori Bianchini and Joyce Campbell present, Lisa Jack and Bob Koenitzer absent.

II. Regular Meeting

- A. Agenda adjusted and approved to table closed session.
- B. Correspondence Charlene Sue Gareis a Great Grandmother wrote a letter about how much they enjoyed our winter program.
- C. Warrant Questions: The new Board Members asked several questions about the warrants to get familiar and understand the warrants.

III. **Public/Community Input:** Lori let the Board know how much the staff appreciates The Board and your hard work.

IV. Reports and Information

A. Business Report

- i. Audit Report: There were very few findings in the audit report Check processing and using an old form that the State doesn't recognize. Chris has addressed the findings.
- ii. Budget Information: Chris shared with the Board the Governor's budget. The numbers will probably remain flat but unfortunate for us are the pensions that are increasing yearly will impact our budget.
- iii. Facilities Updates: Scott and Holm - items that were not done with the original contract, we have contracted with McCloskey Electrical and Jerry's Tree Service has given an estimate for tree pruning for safety.

B. Superintendent/Principal Report

- i. Enrollment $218 + 2 = 220$
- ii. Daycare continues to do well, mostly one-time expenses, Full time director, payroll bonuses and one time kitchen improvements. (reserve) Nicole is doing a great job as the director.
- iii. School Tours First tour was today usually have 20 + but we only had 3 parents at the tour.
- iv. Annual Project – Science Around Us: Flora and Fauna, we will be going to Spring Lake for all school field trip on May 26.
- v. SBAC Testing Dates – May 8 – May 26

vi. Calendar – 2017-2018 The Board reviewed the calendar for next year.

V. Action Items: These items need to be considered individually and acted upon as such by the Board.

A. Approval of the Annual Audit Report

The Board of Trustees reviewed, discussed and approved the district's annual audit report.

Moved by Beldon and seconded by Bret and approved 3 – 0.

B. Approval of the Corrective Actions Plan for the Annual Audit Report

The Board of Trustees reviewed, discussed and approved the district's corrective action plan for the annual audit report.

Moved by Beldon and seconded by Bret and approved 3 – 0.

C. Approval Notice of Violations Letter to California STEAM Sonoma

The Board of Trustees reviewed, discussed and approved the Notification of Violations letter to California STEAM Sonoma

Board returned back to Superintendent for review.

VI. Consent Items: Items listed under the Consent Agenda are considered to be routine and are acted on by the Board in one motion. No discussion of these items is necessary unless the Board requests specific items to be discussed and/or removed from the Consent Agenda.

A. Approved of Warrants 12/01/16-12/29/16

B. Approved of Minutes of December 8 Meeting

C. Approved of Agreement with Jerry's Tree Service

D. Approved of Agreement with McCloskey Electric

E. Williams Report

Moved by Beldon and seconded by Bret and approved 3 – 0.

VII. Board Members: None.

VIII. Adjournment to Closed Session: Tabled

A. With respect to Government Code Section 54957.6:

i. Negotiations

ii. Evaluations

IX. Dates and Future Agenda Items

Regular Board Meeting-

February 16 at 5:15

A. Agenda Items:

X. Adjournment 7:45 p.m.



JERRY'S TREE SERVICE

P.O. Box 7245
Petaluma, CA. 94955-7245

CCL# 806641

Estimate

| | |
|-----------|------------|
| Date | Estimate # |
| 1/12/2017 | 1297 |

| | |
|----------------|----------------|
| Phone # | Fax # |
| (707) 778-8264 | (707) 658-2231 |

| |
|--|
| Name / Address |
| Scott St. and Holm Rd Amy Grant Petaluma Ca. 94954 |

| |
|---------|
| Project |
| |

| Item | Description | Total |
|--|--|-------------------------|
| | WORK TO BE PERFORMED AT SCOTT ST. AND HOLM RD. PETALUMA CA. | 0.00 |
| Tree Service | Safety prune approx. 11 liquid amber trees Haul all wood brush and debris | 2,400.00 |
| <p>Mr. Rafanelli - This is tree work for Scott St. Okay to Schedule?</p> <hr/> | | |
| Thank you for your business, Jerry Kalfos | | Total \$2,400.00 |