

Cuddeback Union School District

Board of Trustees Meeting
November 9, 2022
300 Wilder Road, Carlotta, CA 95528
Meeting held in Carlotta Community Center
Regular Session @ 6:30 PM

AGENDA

1.0 Call to Order

2.0 Approval of Agenda Order

3.0 Consent Agenda

3.1 Approval of Minutes

3.2 Approval of Warrants

3.3 Water Test Results

4.0 Community Comment

The public may address the Board on any matter pertaining to the school district that is not on the agenda. Unless otherwise determined by the Board, each person is limited to three (3) minutes. If a large number wish to speak on a specific item, the Board may limit total input to twenty (20) minutes on any item. There will be no Board discussion except to ask questions or refer the matter to staff, and no action will be taken unless item is listed on the agenda.

5.0 Community Comment Related to LCAP

The public may provide input and discussion pertaining to the Local Control Accountability Plan in effort to address State Priority 8 (Increase opportunities for parents and families to be involved in school decisions-making processes).

6.0 Information, Discussion, Possible Action Items

6.1 Information Item: CUSD Board of Trustees Election Update

6.2 Possible Action Item: Consider Classified Employee Salary Schedule Adjustment

7.0 Superintendent's Report

8.0 Board Reports

9.0 Public Comment Regarding Closed Session Items

To the extent permitted by law and in accordance with Board Policy, members of the public may address the Board concerning any item on the Closed Session agenda. Please keep your comments concise, brief and limited to three (3) minutes. The Board shall limit the total time for public input on each item to twenty (20) minutes.

10.0 Closed Session

The CUSD Board of Trustees has received information on items listed on the agenda that are appropriate for a closed session. The Board closely adheres to the Brown Act and respects the public's right to open dialogue related to these items.

10.1 Classified Employee Salary Schedule Adjustment

11.0 Open Session (Report Action Taken During Closed Session)

12.0 Adjourn

Upcoming Meeting Dates:

December 14

January 11

February 8

Cuddeback Union School District

Board of Trustees Meeting
October 12, 2022
300 Wilder Road, Carlotta, CA 95528
Meeting held in Carlotta Community Center
Closed Session @ 6:00 PM
Regular Session @ 6:30 PM

AGENDA

1.0 Call to Order

Mr. Dibble called the public meeting to order at 6:00 PM.

Mr. Dibble called the closed session to order at 6:02 PM.

Board Members Present:

Harry Dibble
Todd Calvo
Leonard Ward
Erik Bess

Staff Present:

Superintendent/Principal:

Blaine Sigler

District Secretary:

Chelsie Orr

Excel Director:

Ronda Jensen

Teachers:

Rob Orr
Laurie Bravo
Lindsay Reback

Parents:

Tasha Reveles

2.0 Public Comment Regarding Closed Session Items

No public comment regarding closed session items.

3.0 Closed Session

The CUSD Board of Trustees has received information on items listed on the agenda that are appropriate for a closed session. The Board closely adheres to the Brown Act and respects the public's right to open dialogue related to these items.

3.1 Certificated Salary Schedule

Mr. Dibble adjourned the closed session at 6:45 PM.

4.0 Open Session (Report Action Taken During Closed Session)

Mr. Dibble reopened the public meeting at 6:45 PM.

No action taken during closed session.

5.0 Approval of Agenda Order

Mr. Bess made a motion to approve the agenda order. Mr. Ward seconded the motion.

Motion Carried

Ayes: Mr. Dibble, Mr. Calvo, Mr. Ward, and Mr. Bess

Noes: None

Absent: Mr. Morss

Abstain: None

6.0 Consent Agenda

6.1 Approval of Minutes

6.2 Approval of Warrants

6.3 Water Test Results

Mr. Calvo made a motion to approve the consent agenda. Mr. Ward seconded the motion.

Motion Carried

Ayes: Mr. Dibble, Mr. Calvo, Mr. Ward, and Mr. Bess

Noes: None

Absent: Mr. Morss

Abstain: None

7.0 Community Comment

Mrs. Reback's class went to Cuddeback's pumpkin patch.

On Saturday the pumpkin patch will be opened to the community of Carlotta.

8.0 Community Comment Related to LCAP

No community comment related to LCAP

9.0 Information, Discussion, Possible Action Items

9.1 Information Item: After School Program Update

Ronda informed the Board of all the many after school program updates. ELOP and EXCEL are now combined to form Cuddeback's after school program. Early drop offs at 7:30. After school care goes until 5:30. Enrollment is currently 96 with about 75 students attending every day.

Monday kicked off the read to ride program in association with the BMX USA foundation. We will be raffling off a bike and scooter. November 18th is when the prize will be raffled.

Rock out for Reading will be at Cuddeback in a couple months. It will be a 45-minute assembly with music and reading.

SEL project is being run by Miss Chritina. The project includes kids “adopting” stuffed animals and reading to them.

Two traveling murals will be coming to Cuddeback this year. K-2 and 3-8th will each be doing a mural.

ELOP has completed 10 days out of the required 30. We did the summer Jump Start program and two Saturday classes to date.

9.2 Information Item: Quarterly Report on Williams Uniform Complaints

No complaints this quarter. Go Loggers.

9.3 Possible Action Item: Consider Adoption of Resolution #2022-23-04 Regarding SHAPE Program

For the SHAPE program, Cuddeback signed up through RCA. We qualify for CO detectors to monitor classroom air quality. Every classroom will be equipped with a detector.

Mr. Bess made a motion to approve the SHAPE program. Mr. Ward seconded the motion.

Motion Carried

Ayes: Mr. Dibble, Mr. Calvo, Mr. Ward, and Mr. Bess

Noes: None

Absent: Mr. Morss

Abstain: None

9.4 Possible Action Item: Consider Adoption of Resolution #2022-23-05 – Sufficient Instructional Materials

This must be completed by the 8th week of school.

Currently teachers are using last year’s books to make copies, due to supply chain issues. We are hoping the textbooks will be delivered within the next couple weeks.

Mr. Calvo made a motion to approve resolution #2022-23-05. Mr. Ward seconded the motion.

Motion Carried

Ayes: Mr. Dibble, Mr. Calvo, Mr. Ward, and Mr. Bess

Noes: None

Absent: Mr. Morss

Abstain: None

9.5 Possible Action Item: Certificated Employee Salary Schedule Adjustment

The board and certificated staff discussed challenges due to inflation and their current salary schedule.

Mr. Dibble would like to give the certificated staff a 10% raise. He would like to discuss the insurance cap at another time, as he feels it is currently competitive.

Mr. Calvo feels that board should help with insurance and give an 8% raise.

Mr. Bess said it's very discouraging to hear that teachers are making less than last year and he also feels that Cuddeback needs to be competitive with their wages. He feels a 10% will help be competitive and help our current staff.

Mr. Ward feels the staff deserves a 10% raise. He'd like to also look at raising the insurance cap later.

Mr. Bess made a motion to approve the certificated salary schedule adjustment. Mr. Calvo seconded the motion.

Motion Carried

Ayes: Mr. Dibble, Mr. Calvo, Mr. Ward, and Mr. Bess

Noes: None

Absent: Mr. Morss

Abstain: None

10.0 Superintendent's Report

Cuddeback will receive a Learning Recovery Grant for \$204,000 to be spend over the next 5 years. It is less restrictive. It can supplant as well as supplement.

Opioid overdoses are on the rise, especially with the influx of fentanyl. Narcan could be available at school for potential overdoses. It is less dangerous than Tylenol. Even if you suspect a drug overdose, it is safe to give a person Narcan without the possibility of adverse effects.

Ronda is being recognized for her amazing program as District 1 Excel director of the year. The award is a state level award. We are so proud to have her on our Cuddeback Staff.

11.0 Board Reports

Mr. Bess is looking forward to the carnival.

Mr. Ward said the awards assembly was nice. He enjoyed seeing all the families again.

Mr. Dibble thanked Ronda for all she has done with the afterschool program.

He also mentioned he is excited about having the student government back and coming to meetings.

12.0 Adjourn

Mr. Dibble adjourned the meeting at 7:40

Upcoming Meeting Dates:

November 9

December 14

January 11

Respectfully Submitted,



Chelsie Orr
District Secretary

Approved by Board Clerk

ReqPay12d

Board Report

Checks Dated 09/01/2022 through 09/30/2022 Board Meeting Date 10/12/22

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
3000179135	09/08/2022	AMAZON CAPITAL SERVICES	01-4310	COMMUNITY CENTER SUPPLIES		925.30
3000179136	09/08/2022	ARTS ATTACK	01-5800	EXCEL ART ONLINE SERVICE		698.00
3000179137	09/08/2022	ASAP LOCK & KEY	01-4381	KEYS		9.77
3000179138	09/08/2022	CRYSTAL SPRINGS BOTTLED WATER	01-5531	BOTTLED WATER SERVICE	552.38	27.00
3000179139	09/08/2022	FORTUNA ACE HARDWARE	01-4310	EXCEL SUPPLIES	118.10	
			01-4377	GROUNDS SUPPLIES	553.82	
3000179140	09/08/2022	GOPHER SPORT	01-4381	BUILDING MAINTENANCE SUPPLIES		1,224.30
3000179141	09/08/2022	HORIZON BUSINESS SERVICES	01-4310	FLYING PRINTING AND MAILING		365.59
3000179142	09/08/2022	LEARNING A-Z	01-4310	SPORTS SUPPLIES		98.64
3000179143	09/08/2022	MENDES SUPPLY CO.	01-5800	ONLINE LEARNING PROGRAM		226.80
3000179144	09/08/2022	P G & E	01-4374	CUSTODIAL SUPPLIES		447.83
3000179145	09/08/2022	ZANER-BLOSER	01-5520	PGE AUG SECONDARY		110.63
3000179567	09/12/2022	CRYSTAL CREAMERY	01-4110	TEXTBOOKS		839.75
3000179568	09/12/2022	MCGRATH FIVE INC	13-4710	MILK CHARGES	449.65	430.63
			01-4310	CAFETERIA FOOD SUPPLIES	54.43	
			13-4710	CAFETERIA FOOD SUPPLIES	231.76	
				EXCEL SNACKS		735.84
3000179569	09/12/2022	MCGRAW-HILL CHICAGO	01-8980	TEXTBOOK		3,468.64
3000179570	09/12/2022	P G & E	01-5520	PGE AUGUST (MAIN)		184.75
3000179571	09/12/2022	POWELL CONCRETE PUMPING	01-4377	PLAYGROUND LANDSCAPING		454.75
3000179572	09/12/2022	POWELL LANDSCAPE MATERIALS	01-4377	PLAYGROUND LANDSCAPING		1,174.71
3000179573	09/12/2022	RECOLOGY HUMBOLDT COUNTY	01-5560	WASTE MANAGEMENT SERVICES		626.81
3000179574	09/12/2022	U.S. BANK	01-4310	3D PEN ART MATERIAL	278.98	
				CLASSROOM SUPPLIES (JENSEN)	770.54	
				GAMES FOR AFTER ELOP	35.54	
				GAMES FOR ELOP	26.93	
				LEGO CURRICULUM SUPPLIES	1,704.82	
				ONLINE CURRICULUM	549.87	
				Reading Support Material	217.50	
				RECESS EQUIPMENT	116.77	
				YOGA MATS FOR TK	106.12	
				01-4377 AMERICAN FLAGS	122.70	
				01-4400 OFFICE COMPUTER	1,292.61	
				01-5207 SERVSAFE REGISTRATION (DILLINGHAM)	185.00	
				01-5623 EQUIPMENT RENTAL	63.41	
				13-4396 CAFETERIA SERVICE SUPPLIES	248.83	
				13-4710 CAFETERIA FOOD SUPPLIES	259.73	
						5,979.35

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
Page 1 of 2

ReqPay12d

Board Report

Checks Dated 09/01/2022 through 09/30/2022 Board Meeting Date 10/12/22

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
3000179575	09/12/2022	VALLEY PACIFIC PETROLEUM SERV	01-4364	FUEL CHARGES		289.62
3000179576	09/12/2022	VERIZON WIRELESS	01-5909	CELLULAR SERVICE		52.71
3000180378	09/19/2022	A T & T CALNET 3	01-5909	AUG. 2022 PHONE CHARGES		236.00
3000180379	09/19/2022	AMAZON CAPITAL SERVICES	01-4310	CLASSROOM SUPPLIES (PULVER)	651.63	
				CLASSROOM SUPPLIES	114.44	
				COMMUNITY CENTER SUPPLIES	108.82	
				ELOP CLASSROOM SUPPLIES	261.82	
				01-4374 CUSTODIAL SUPPLIES	368.11	
				01-5300 PRIME MEMBERSHIP FEES	376.05	
				13-4396 CAFETERIA SERVICE SUPPLIES	59.09	
				13-4710 CAFETERIA FOOD SUPPLIES	141.77	
3000180380	09/19/2022	DEVELOPMENT GROUP, INC.	01-6241	MANAGED SERVICES 10/1-10/31		2,081.73
3000180381	09/19/2022	MCGRAW-HILL CHICAGO	01-8980	TEXTBOOKS		3,795.50
3000180382	09/19/2022	SPORT & CYCLE	01-4310	CLOTHES		4,564.91
3000180383	09/19/2022	SYSCO FOOD SERVICES	13-4710	CAFETERIA FOOD SUPPLIES	1,470.90	
				CAFETERIA FOOD SUPPLIES RETURN	85.71-	
				EXCEL FOOD SUPPLIES	495.08	
3000180384	09/19/2022	TOTAL COMPENSATION SYSTEMS	01-5800	GASB 75- 2ND INSTALLMENT		1,880.27
		ATTN: ACCOUNTS RECEIVABLE				1,710.00
3000180385	09/19/2022	WISHNEFF, BRANDON	01-5800	WATER OPERATOR SERVICES		600.00
Total Number of Checks					29	33,364.58

Fund Recap

Fund	Description	Check Count	Expensed Amount
01	GENERAL FUND	27	30,058.07
13	CAFETERIA FUND	5	3,306.51
Total Number of Checks		29	33,364.58
Less Unpaid Tax Liability			.00
Net (Check Amount)			33,364.58

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.

008 - Cuddeback Union Elementary School District

Generated for Chelsie Orr (CORR), Sep 28 2022 3:22PM

October 14, 2022

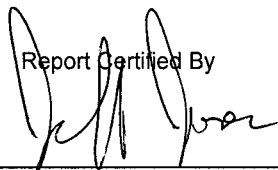
Cuddeback School
Attn: Blaine Sigler
P.O. Box 7
Carlotta, CA 95528
(707) 768-3372
PWS# CA1200681

ELAP #1378
Exp. February 22, 2023

SAMPLE IDENTIFICATION

Presence-Absence (P/A) Coliform Test, Standard Methods 22nd Ed. 9223 B

TEST	LAB ID	SAMPLE LOCATION	SAMPLE DATE	Total coliform	E. coli
P/A - Coliform	13799	Office Kitchen	10/11/2022	Absent	Absent

Report Certified By


Jeff Jones
Laboratory Director

City Hall
(707) 725-7600
Fax (707) 725-7610
621 11th Street

Police Department
(707) 725-7550
Fax (707) 725-7574
621 11th Street

Parks and Recreation
(707) 725-7620
Fax (707) 725-7576
5 Park Street

Public Works
(707) 725-7650
Fax (707) 725-7651
180 Dinsmore Drive

Board Agenda Backup

Date: 11-9-22

Agenda Item #: 6.1

Agenda Topic: *CUSD Board of Trustees Election Update*

Background Information and/or Statement of Need:

The District will not hold an election for the 3 BoT seats available in November, as only the current incumbents filed for office.

More information on candidates, election and campaigning process can be found on the Humboldt County Office of Elections website.

Superintendent's Recommendation:

Candidates will be seated for new term at the December organizational meeting. Congratulations to our continuing Board members on another 4 years!

Financial Impact

None

Board Agenda Backup Information

Date: 11-9-22

Agenda Item #: 6.2

Agenda Topic: *Consider Classified Employee Salary Schedule Adjustment*

Background Information and/or Statement of Need

The Board recently approved a 10% salary schedule increase for the certificated staff. Historically, the classified employee schedule increases have followed suit with those of the certificated schedule.

Effective Jan. 1, 2023, the minimum wage will increase to \$15.50/hr. All entry level steps on the newly adjusted classified salary schedule will surpass this requirement.

The current and proposed classified schedules are included for reference.

Superintendent's Recommendation:

Discuss and consider approving the adjusted classified schedule, retroactive to 7/1/22.

Financial Impact:

The cost of 1% salary increase on the classified schedule is \$3800.

Cuddeback Union Elementary School District
Classified Salary Schedule
2022-2023 (Adjusted 11.9.22)

Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 9	Step 12	Step 15	Step 18
Business Manager	27.00	27.59	28.18	28.90	29.62	30.36	32.69	35.26	38.04	40.94
District Secretary	19.72	19.60	20.35	20.80	21.48	21.97	23.18	23.97	24.49	25.49
Office Assistant RST Aide	16.50	16.50	16.50	16.50	16.78	17.12	17.73	18.38	19.01	19.73
EXCEL Director	18.21	19.48	20.44	21.48	22.56	23.69	24.87	26.11	27.42	28.80
Bus Driver/ Maintenance	18.24	18.91	19.77	20.69	21.82	22.91	24.08	25.34	26.61	27.83
Kitchen Manager	16.50	16.50	16.50	17.05	17.77	18.32	19.04	19.88	20.78	21.68
Custodian	16.50	16.50	16.50	16.50	16.79	17.12	17.47	17.84	18.41	18.92
Librarian	16.50	16.50	16.50	16.50	16.79	17.12	17.47	17.84	18.41	18.92
Instructional Aide (Classroom/EXCEL/Pre School/School Support)	16.50	16.50	16.50	16.50	16.79	17.12	17.47	17.84	18.41	18.92
School Support Director	16.50	16.93	17.36	17.66	18.02	18.40	18.81	19.24	19.72	20.19
Preschool Teacher Director	16.50	16.76	16.98	17.57	18.17	18.79	19.43	20.08	20.77	21.48
Healthy Start Director	21.85	22.06	22.72	23.28	23.98	24.51	25.23	25.74	26.25	26.76
Healthy Start Assistant Director	17.16	17.50	17.85	18.30	18.77	19.14	19.71	20.31	21.53	21.54

Vacation (years of service) 1-3 years=1 week paid 4-6 years=2 weeks paid 7+ years=3 weeks paid
 Longevity component includes a 3% increase every 3 years after step 18 for continuously employed CUSD classified staff.

Cuddelback Union Elementary School District
Classified Salary Schedule
2021-2022

Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 9	Step 12	Step 15	Step 18
District Secretary	17.23	17.82	18.50	18.91	19.53	19.97	21.07	21.79	22.26	23.17
Office Assistant RST Aide	15.00	15.00	15.00	15.00	15.25	15.56	16.12	16.71	17.28	17.94
EXCEL Director	16.55	17.71	18.58	19.53	20.51	21.54	22.61	23.74	24.93	26.18
Bus Driver/ Maintenance	16.58	17.19	17.97	18.81	19.84	20.83	21.89	23.04	24.19	25.30
Kitchen Manager	15.00	15.00	15.00	15.37	16.15	16.65	17.31	18.07	18.89	19.71
Custodian	15.00	15.00	15.00	15.00	15.26	15.56	15.88	16.22	16.74	17.20
Librarian	15.00	15.00	15.00	15.00	15.26	15.56	15.88	16.22	16.74	17.20
Instructional Aide (Classroom/EXCEL/Pre School/Sch. Support School Support)	15.00	15.00	15.00	15.00	15.26	15.56	15.88	16.22	16.74	17.20
School Support Director	15.00	15.39	15.78	16.05	16.38	16.73	17.10	17.49	17.93	18.35
Preschool Teacher Director	15.00	15.00	15.44	15.97	16.52	17.08	17.66	18.25	18.88	19.53
Business Manager	17.22	18.08	19.26	19.80	20.64	21.84	22.72	23.62	24.58	25.56
Healthy Start Director	19.86	20.05	20.65	21.16	21.80	22.28	22.94	23.40	23.86	24.33
Healthy Start Assistant Director	15.60	15.91	16.23	16.64	17.06	17.40	17.92	18.46	19.57	19.58

Vacation (years of service) 1-3 years=1 week paid 4-6 years=2 weeks paid 7+ years=3 weeks paid
 Longevity component includes a 3% increase every 3 years after step 18 for continuously employed CUSD classified staff.

Cuddeback Union Elementary School District
Classified Salary Schedule (Business Manager)
 2022-2023

Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 9	Step 12	Step 15	Step 18
Business Manager	23,80	24,55	25,08	25,62	26,27	26,93	29,00	31,23	33,63	36,21

Proposed 8/17/22

Vacation (years of service) 1-3 years=1 week paid 4-6 years=2 weeks paid 7+ years=3 weeks paid
 Longevity component includes a 3% increase every 3 years after step 18 for continuously employed CUSD classified staff.

Superintendent's Report

11-9-22

- Enrollment: 152 Students
 - Interdistrict: 80 Students (53%)
 - Unduplicated Students (*Low Income / EL / Foster*) 93 Students (61%)

- The Cuddeback PTO Halloween carnival returned this year! A new PTO leadership regime pulled off a winner of a carnival including games, haunted house, and dinner that was well attended. Class trip ran a silent auction with a lot of great items to raise money for next year's trip. Thanks to PTO and all the volunteers that made it a memorable evening.

- The most recent respiratory infection running through schools in the area hit Cuddeback hard the past week. We've had close to 20% absent rate over those recent days.

- Girls basketball season is in full swing. The varsity and JV are both doing well and games and tournaments are back to normal. The varsity girls are looking forward to the Crescent City Jaycees tournament in December.

- Parent conference week is set for Nov. 14th – 18th. Most conferences will be conducted in person. These conferences are essential for making parent connections and building consistent support for students at school and home.

- We are having the Thanksgiving Feast this year, but just for students as a special lunch. More and more families have come the last few times so that it has grown to an event larger than we can handle. We're still celebrating, but scaling it back.

- No school on Nov. 11th in honor of Veterans' Day.

- Our 1st trimester ends on Nov. 18th, and we'll have an awards assembly that morning to recognize student achievement.

- School is out for Thanksgiving break during the week of Nov. 21st-25th.

- The Cuddeback Christmas Holiday Program is back, but a little different. We will hold the program in the Little Theater at Fortuna High School this year, instead of at the River Lodge. Our music teacher, Ms. Cherry, is working with the classes on their holiday songs. The band and choir will also perform at the show.