

CUTTEN ELEMENTARY SCHOOL DISTRICT
BOARD OF TRUSTEES MEETING AGENDA
March 7, 2022 5:30 pm
Ridgewood Commons
2060 Ridgewood Drive Cutten, CA 95503

1.0 CALL TO ORDER

2.0 CONSENT AGENDA

- 2.1 Elimination of After School Program Director Position
- 2.2 Acceptance of Certificated Resignations
- 2.3 Approval of Job Description and Position of 1.0 FTE School Psychologist
- 2.4 Approval of 2022 – 2023 School Calendar
- 2.5 Approval of change of April 11, 2022 Board Meeting to April 4, 2022

3.0 VISITOR COMMENTS ON NON-AGENDA ITEMS

The Board reserves the right to limit speakers to three minutes only. The Board may comment, but cannot take action at this time. The Board President may refer the matter to the Superintendent for review, if appropriate.

4.0 INFORMATION / POSSIBLE ACTION ITEMS

- 4.1 Consider Masking Guidance and Possible Adjustment to Covid-19 Safety Plan

5.0 PUBLIC COMMENT ON CLOSED SESSION ITEM

6.0 CLOSED SESSION

With respect to every item of business to be discussed in closed session:

CONFERENCE WITH LABOR NEGOTIATOR (GC § 54957.6)

Agency Negotiator: Dennis Reinholtsen

Unrepresented Employee: Superintendent

7.0 RECONVENE TO OPEN SESSION

8.0 ADJOURNMENT

NOTICE: Any writing, not exempt from public disclosure under Government Code Section 6253.5, 6254, 6254.3, 6254.7, 6254.15, 6254.16, or 6254.22, which is distributed to all or a majority of the members of the governing board by any person in connection with a matter subject to discussion or consideration at an open meeting of the board is available for public inspection at Ridgewood School, 2060 Ridgewood Drive, Eureka.

March 3, 2022

Dear Board of Trustees,

It is with a heavy heart that I submit my resignation from my position at the end of this school year. My sister and I have plans to live together once she retires and so the past two years I have searched for a house we could share in Eureka. This summer we helped our aunt in Fullerton celebrate her 90th birthday. We also helped our 92 year old aunt move into an assisted living facility in Anaheim. Then our last remaining uncle passed away and we went to Virginia to attend his service. In a few short weeks it seemed like the universe was talking to me and reminding me just how much and fast life can change. After many heart to heart talks with my sister and self- reflection, I have made the decision to return to Southern California where I grew up and where I can be a short drive from my aging parents, my siblings and extended family. It has taken me six years to accept my life will never be the same without the love of my life but I know my husband would want me to embrace my decision and return to a place I loved growing up. He would be happy that my sister and I will share a home and have fun together.

It has been truly an honor to work for the past five years for the Cutten School District. I enjoyed a professional relationship for many years with Julie Osborne and considered applying for her Principal position when she became Superintendent. I knew we would work together well. I had visited her many times over the years at Ridgewood School and always thought it would be a wonderful spot to finish out my career. However, my loyalty to the district I had worked at for over 20 years, Big Lagoon, also tugged at my heartstrings. My husband had also been recently diagnosed with a type of leukemia and we were unsure how long it would be before he would require a bone marrow transplant. It was such a blessing to have the opportunity to return to part time work after his passing and at Ridgewood School to boot! Sue and I built a strong working relationship almost immediately. We had both taught many years in the classroom before transitioning to administration. We both knew the importance of child-centered decision making. We both knew how important it was to support teachers. We both loved kids. We both admired the long-standing reputation of excellence the Cutten District had earned. It was an added bonus to work at the school site where my grandson started his education, his kindergarten year. I loved the RW staff and their dedication and teamwork. I enjoyed getting to know the Cutten staff through conducting teacher observations and evaluations. And it was so fun to work with my best friend, Jeannemarie. It was a perfect fit for me! I want to thank you for renewing my contract for 4 additional years.

This year, I have enjoyed working with Becky MacQuarrie. She is dedicated and hard-working. She has built a wonderful rapport with students, staff and parents. She has worked tirelessly to keep Cutten and Ridgewood open despite the daily challenges of Covid-19. I believe she has the best interests of the District at heart. Together with August Deshais, the District has strong leadership and vision. I will remain available to Becky and August by phone in the future should they have questions I can answer or the need for guidance based on my experience with the District. This year has afforded me the opportunity to establish stronger ties with the Cutten Staff. This District has a teaching staff at both sites that stand head and shoulders above their colleagues. The classified staff is worthy of praise.

I feel incredibly lucky I got a second chance to work for the Cutten School District. The past two and a half years have been especially difficult to juggle with all that came with the Covid-19 pandemic. There have been many difficult decisions and you have kept your focus on students and what is best for them. I admire your dedication and service to the community. You have not been thanked enough. I offer my appreciation and thanks. I will miss all of you.

Lastly, thank you for helping me put purpose back into my life, and experience the love and care that go hand in hand with the culture of Cutten District. I will always be grateful for the opportunity to be a part of the Cutten Family.

Sincerely,



Kim Blanc

To whom it may concern,

I, Estelle Wardrip, am writing to resign my long term sub position in room 8, effective Friday, April 8th 2022. I am resigning on the understanding that Darcie Rutter will be returning to the classroom and the substitute teaching position will no longer be necessary.

Sincerely,
Estelle Wardrip

Cutten School District

SCHOOL PSYCHOLOGIST

GENERAL DESCRIPTION: The School Psychologist shall report directly to the designated program administrator and assume responsibility for conducting a full range of educational assessments, behavioral interventions, and facilitate prevention activities to support student social/ emotional health. The School Psychologist shall observe, consult with and assist regular and special education staff as they implement effective individualized programs within the classrooms and school environment. The School Psychologist shall also serve as a liaison between the school and various community agencies that provide services to children and their families.

MINIMUM QUALIFICATIONS:

1. Possess and maintain a valid California Pupil Personnel Credential with a School Psychology Authorization. Master's Degree from an accredited college or university with an emphasis in educational psychology or closely related field desirable.
2. Demonstrate competence in communicating effectively with children and parents, staff members and representatives of other agencies.
3. Possess specialized skills, experience and training in a variety of assessment instruments designated to evaluate educational achievement, ability, interest, modes of learning and related psychological conditions.
4. Demonstrate knowledge of an experience with various community resources associated with the diverse needs of youth and families.

DUTIES AND RESPONSIBILITIES:

1. Conducts assessments as indicated by the needs outlined in a student's referral from regular and special education staff and school administrators.
2. Assists the IEP Team with student assessment, individualized instruction plan design, implementations and progress monitoring for each student and participates on student success teams (SSTs) as appropriate.
3. Provides advice on establishing and maintaining a classroom atmosphere and environment which supports the social/emotional health of all students.
4. Facilitates the student mainstreaming process by providing support services to the regular and/or special education classroom teacher including the development of behavior management techniques and plans.
5. Provides information to IEP, SSTs, and assessment teams regarding resources available to children and families and acts as a liaison between school and various community agencies.
6. Demonstrates method, techniques and educational strategies to facilitate student learning.

7. Acquires and disseminates information regarding innovative instructional methods/techniques and provides in service to other staff as needed.
8. Assists in interpreting assessment data for developing/modifying instructional and/or behavioral plans.
9. Provides individual and small group counseling.
10. Advises school personnel on the appropriate utility and test result interpretation of standardized assessment instruments.
11. Establishes and maintains comprehensive student/program files and reports as required.
12. Supports the policies and programs of the Klamath Trinity Joint Unified School District and performs assigned duties consistent with school, district or office policies, regulations and procedures.
13. Maintains professional competency by actively engaging in employer directed inservice activities and other similar opportunities provided to staff.
14. Cooperatively engages in the professional evaluation process with the supervisor to ensure ongoing professional growth and competence.
15. Effectively communicates with staff, parents, students and agencies.
16. Responds effectively to the input from, and coordinated tasks with, district/school personnel as required by assignment.
17. Provides crisis intervention assistance to students and staff.

Salary / Benefits

Placement on the Pupil Personnel Services Salary Schedule. Salaried position based upon a 1.0 FTE/40-hour week, M-F, 185 work days.

CUTTEN SCHOOL DISTRICT
2022 - 2023 School Calendar *OPTION B*

| MONTH | MON | TUES | WED | THURS | FRI | HOLIDAYS | DAYS TAUGHT |
|--------------------------|------|------|---------------|---------|------|--|-------------|
| First Month | 22 | 23 | 24 | 25* | 26 | Teacher Preservice Days - Aug. 22-26 | 16 |
| August 22 to | (29) | (30) | (31) | (1) | (2) | First Day of School - Aug. 25 | |
| September 16 | 5 | 6 | 7 | 8 | 9 | Parent-Teacher Meetings - Aug 29 - Sep 2 | |
| | 12 | 13 | 14 | 15 | 16 | Labor Day - Sept. 5 | |
| Second Month | 19 | 20 | 21 | 22 | 23 | | 20 |
| September 19 to | 26 | 27 | 28 | 29 | 30 | | |
| October 14 | 3 | 4 | 5 | 6 | 7 | | |
| | 10 | 11 | 12 | 13 | 14 | | |
| Third Month | 17 | 18 | 19 | 20 | 21 | | 19 |
| October 17 to | 24 | 25 | 26 | 27 | 28 | | |
| November 11 | 31 | 1 | 2 | 3 | 4 | | |
| | 7 | 8 | 9 | {10} | 11 | Veterans Day - Nov. 11 | |
| Fourth Month | 14 | 15 | 16 | 17 | 18 | | 15 |
| November 14 to | 21 | 22 | 23 | 24 | 25 | Fall Break - Nov. 21-25 | |
| December 9 | 28 | 29 | 30 | 1 | 2 | | |
| | 5 | 6 | 7 | 8 | 9 | | |
| Fifth Month | 12 | 13 | 14 | 15 | 16 | | 9 |
| December 12 to | 19 | 20 | 21 | 22 | 23 | | |
| January 6 | 26 | 27 | 28 | 29 | 30 | Winter Break - Dec. 19 - Jan. 2 | |
| | 2 | 3 | 4 | 5 | 6 | | |
| Sixth Month | 9 | 10 | 11 | 12 | 13 | Staff Service Day/No School - Jan. 13 | 18 |
| January 9 to | 16 | 17 | 18 | 19 | 20 | Martin Luther King Day - Jan. 18 | |
| February 3 | 23 | 24 | 25 | 26 | 27 | | |
| | 30 | 31 | 1 | 2 | 3 | | |
| Seventh Month | 6 | 7 | 8 | 9 | 10 | | 15 |
| February 6 to | 13 | 14 | 15 | 16 | 17 | | |
| March 3 | 20 | 21 | 22 | 23 | 24 | Presidents' Week - Feb. 20 - 24 | |
| | 27 | 28 | 1 | 2 | 3 | | |
| Eighth Month | 6 | 7 | 8 | 9 | {10} | | 20 |
| March 6 to | (13) | (14) | (15) | (16) | (17) | Conference Week - Mar. 13 -17 | |
| March 31 | 20 | 21 | 22 | 23 | 24 | | |
| | 27 | 28 | 29 | 30 | 31 | | |
| Ninth Month | 3 | 4 | 5 | 6 | 7 | | 15 |
| April 3 to | 10 | 11 | 12 | 13 | 14 | Spring Break - Apr. 10 - 14 | |
| April 28 | 17 | 18 | 19 | 20 | 21 | Make-up Days - April 10 - 12 | |
| | 24 | 25 | 26 | 27 | 28 | | |
| Tenth Month | 1 | 2 | 3 | 4 | 5 | | 20 |
| May 1 to | 8 | 9 | 10 | 11 | 12 | | |
| May 26 | 15 | 16 | 17 | 18 | 19 | | |
| | 22 | 23 | 24 | 25 | 26 | | |
| Eleventh Month | 29 | 30 | 31 | 1 | 2 | Memorial Day - May 29 | 13 |
| May 29 to | 5 | 6 | 7 | 8 | 9 | | |
| June 16 | 12 | 13 | 14 | 15* | 16 | Last day of school - June 15 | |
| End of Trimester | {10} | | 1st Trimester | 55 Days | | | 180 |
| Conference Week | (29) | | Aug. - Nov. | | | | |
| School Breaks | 5 | | 2nd Trimester | 62 Days | | | |
| First/Last Day of School | 25* | | Nov. - Mar. | | | | |
| Inservice Days | 22 | | 3rd Trimester | 63 Days | | | |
| | | | Mar. - June | | | | |

Tri. 1

Tri. 2

Tri. 3

Adopted: