Mendocino Unified School District

MINUTES

Regular Board Meeting

SEPTEMBER 11, 2025

MENDOCINO HIGH SCHOOL
10700 FORD STREET
MENDOCINO, CA 95460

4:30 P.M. CLOSED SESSION – VIA TELECONFERENCE
(Closed Session Public Hearing – link on page 2)

5:00 P.M. OPEN SESSION – IN PERSON at MENDOCINO HIGH SCHOOL & VIA TELECONFERENCE

Please click the link below to join the webinar:
https://us06web.zoom.us/j/86565625787?pwd=g9PWQxnR90w9OUpq4oz7iqaVaeqga0.1
Meeting ID: 865 6562 5787 Passcode: dxrVa4

Please "mute" your device during the meeting.
MUSD is not available for technical support for remote meetings.

Board Priorities

- *Develop and expand community partnerships and communication*
- *Increase learning and achievement for all students, families, and staff*
- *Plan wisely for the future while maintaining fiscal integrity*
- *Maintain and improve the physical plant*

Any writings distributed either as part of the Board packet, or within 72 hours of a meeting, can be viewed at the MUSD website at https://www.mendocinousd.org/District/3075-Untitled.html In compliance with Government Code section 54954.2(a) Mendocino Unified School District will, on request, make agendas available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability related modification or accommodation in order to participate in the meeting should contact, Erin Placido Exec. Assistant to the Superintendent, in writing at P.O. Box 1154, Mendocino, CA 95460 or via email at doerin@mcn.org.

MENDOCINO UNIFIED SCHOOL DISTRICT IS PROUD TO BE AN EQUAL OPPORTUNITY EMPLOYER

1. 4:30 P.M., CLOSED SESSION CALL TO ORDER AND ROLL CALL

1.1. Call to order and roll call

The meeting was called to order at 4:30PM. Present were Trustees Griffen, Schaeffer, Morton and Aum. Absent was Trustee Bloyd.

1.2. The President will verbally identify the agenda items to be discussed during closed session as listed below.

The president verbally identified the agenda items to be discussed.

2. PUBLIC HEARING FOR CLOSED SESSION

Members of the public may take this opportunity to comment on closed session agenda items per Board Policy 9322. Under the requirements of the Brown Act open meeting law, members of the community wishing to address an item on the closed session agenda may do so at this time. Items not on the agenda cannot be addressed at this time. A three-minute limit is set for each speaker on all items. The total time for public input on each item is limited to 20 minutes. (Government Code 54954.3).

Join Zoom Meeting
https://us06web.zoom.us/j/82617045711?pwd=aAV66tj8dosfaucyn36SWJ5EbcZG8q.1
Meeting ID: 826 1704 5711 Passcode: 6HAefn

3. CLOSED SESSION

The Board will adjourn to closed session pursuant to Government Code 54950 - 54962.

3.1. Conference with labor negotiators (Govt. Code 54957.6) Agency Representative: Superintendent Jason Morse
Employee organizations: CEMUS and MTA bargaining units

3.2. Employment/Personnel Changes

4. 5:00 P.M. OPEN SESSION

4.1. Call to order and roll call

The meeting was called to order at 5:01PM. Present were Trustees Griffen, Schaeffer, Morton and Aum. Absent was Trustee Bloyd.

4.2. Closed session disclosure
Any reportable action taken during closed session will be disclosed at this time.

Nothing was disclosed out of closed session.

4.3. Approval of agenda
Items to be removed from the agenda or changes to the agenda should be done at this time.

MSA Griffen/Schaeffer (4/0) to approve the agenda removing the following items. Items 6.2, 6.8, 7.2.1, 9.2, 9.5

5. PUBLIC HEARING – SUFFICIENCY OF INSTRUCTIONAL MATERIALS

The public hearing is regarding the sufficiency of instructional materials. At this time, the Board will hear comments regarding the availability of textbooks and instructional materials in the District.

The Public Hearing was opened at 5:04PM and closed at 5:04PM.

6. CONSENT AGENDA

Items on the consent agenda are passed in one motion without discussion. Any item may be pulled from the consent agenda by any member of the Board and moved to action when approving the agenda.

6.1. Approval of Warrants
6.1.1. 8/27/25, 9/3/25

6.2. Approval of Minutes
6.2.1. Board Meeting Minutes: 8/28/25

6.3. Approval of Employment/Personnel Changes
6.3.1. Hire, Classified Coach, Stipend Position, effective 8/25/25
6.3.2. Hire, Classified Coach, Stipend Position, effective 8/25/25

6.4. Approval of the Current Budget Change Report

6.5. Approval of Student Body Reports – August 2025

6.6. Approval of the MCLB Attestation – Paraprofessionals

6.7. Approval of the MTA Head Teacher Salary Schedule for 2025-26

6.8. Approval of various outdated electronic surplus items

6.9. Final Approval of Board Policies, Bylaws and Administrative Regulations
6.9.1. E 4131: Professional Development Credit (personnel)

MSA Schaeffer/Morton (4/0) to approve the consent agenda as amended.

7. REPORTS

7.1. Student Trustee – Max Oatney

Student Trustee Oatney noted that the theme for this year's Homecoming Week is "Historical Time Periods." Homecoming week is begins on October 13th.

7.2. Administrative
7.2.1. Principal – Tobin Hahn

Principal Hahn was not present.

7.2.2. Superintendent – Jason Morse

Superintendent Morse reported that the handwashing stations and port-a-potties have been delivered to Greenwood Preschool. The waiver is still in process. More information is needed. Hoping to reopen the school early next week. Coastal Development permit has been applied for. Thank you to Andy Kawczak for helping us get this process expedited. A warranty item walkthrough took place yesterday for Phase II to point out missing items, paint peals, etc. Fort Bragg Police Department has received a grant to fund substance abuse counselor to share between FBUSD, MCOE and MUSD. We will have access one day a week to this counselor. Drinking water situation email was sent out regarding water tank project and its effects on the water. A large caustic pump was ordered and additional flushing will take place.

7.3. Bargaining Units
7.3.1. Mendocino Unified Teachers Association (MUTA)

There was no one present from MUTA.

7.3.2. Classified Employees of Mendocino Unified Schools (CEMUS)

There was no one present from CEMUS.

7.4. Board Trustee Reports

Trustee Griffen: The boys soccer won two games this week. Coast cup at FBHS on Friday.

8. TIMED ITEM 5:30 P.M. - PARENT/COMMUNITY COMMENT

Items not on the agenda, but within the jurisdiction of this body, may be addressed at this time or be submitted to the Superintendent in writing for Board consideration as an agenda item. A three-minute limit is set for each speaker on all items. The total time for public input on each item is limited to 20 minutes (Government Code 54952). The Brown Act does not permit the Board to take action on any item that is not on the agenda. In addition, in order to protect the rights of all involved, complaints about employees should be addressed through the District complaint process. Speaking about a personnel issue at a Board meeting may prevent the Board from being able to act on it. Please see an administrator to initiate the complaint process.

The Board may briefly respond to public comments by asking questions to clarify the speaker's comments and refer the speaker to the Superintendent for further clarification. We thank you for your comments and participation at this meeting.

Community member and high school neighbor spoke about Covelo road being one way when it is not actually one way.

9. INFORMATION/DISCUSSION/POSSIBLE ACTION ITEMS

9.1. Mendocino High School Phase III
The Board will discuss the small construction projects included in Phase III of the High School Modernization Project.

Work continues on the locker rooms. Tennis courts look great. Received a thank you from MCRPD noting that their recent event was a huge success.

9.2. Budget Update
Business Manager, Meg Kailikole, will present the MUSD Unaudited Actual Financial Report and request approval from the Board. These mandated financial reports detail the "Unaudited Actuals" revenues and expenses for school year 2024-25. The included series of forms provides revenue and expense detail for each fund. The reports for each fund include columns that represent the "Unaudited Actuals" for the 2024-25 year. The reports for each fund also include informational columns that represent the budget for 2025-26.

This item was pulled from the agenda.

9.3. Consideration of Adoption of Reading Difficulties Screening Tool
The Board will consider adoption of the mCLASS with DIBELS Edition 8 and mCLASS Lectura screening tool.

MSA Morton/Griffen (4/0) to approve the Reading Difficulties Screening Tool.

9.4. Consideration of Resolution 2025-14: Sufficiency of Instructional Materials. Each year the District is required to pass a resolution determining that each pupil in the District has sufficient textbooks or instructional materials in each core subject which are consistent with the contents of the curriculum framework and standards adopted by the State Board of Education. The resolution established the District's edibility to receive instructional material funding from the state.

MSA Schaeffer/Griffen (4/0) to approve Resolution 2025-14.

9.5. Consideration of Resolution 2025-15: Adoption of the 2025-26 Budget GANN Limit.

This item was pulled from the agenda.

10. FUTURE AGENDA ITEMS

Reduced Workload, Deferred Maintenance Plan, Emergency Ops Plan, Quarterly Investment Reports, Williams Settlement, Seniority Lists

Cafeteria Report, Meal #'s, Road Safety Item.

11. ADJOURNMENT

The next regular Board meeting is scheduled for **October 16, 2025 at the Mendocino High School.**

The meeting was adjourned at 5:49PM.