

**SANTA CLARA ELEMENTARY SCHOOL DISTRICT  
BOARD OF EDUCATION  
20030 E. TELEGRAPH ROAD  
SANTA PAULA, CA. 93060**

**OFFICIAL MINUTES  
REGULAR BOARD MEETING**

**August 19, 2015**

**3:00 p.m.**

**Santa Clara Schoolhouse**

**I. Preliminary**

- A. Call to Order** —The meeting was called to order at 3:03 by Board Clerk, Lynne Peterson.
- B. Flag Salute**
- C. Roll Call**
  - Board:**           **President: Dr. Jason Raley--Absent**  
                          **Clerk: Lynne Peterson--Present**  
                          **Member: Deann Hobson--Present**
  - CBO: Tami Peterson--Present**  
**Teacher/Principal: Kari Skidmore--Present**
- D. Welcome Guests**
- E. Emergency Additions to the Agenda**—C. New Business #7 and 8
- F. Approval of Agenda**—Moved, seconded (Hobson/Peterson), and unanimously carried to approve the agenda with the emergency additions. (Hobson-aye, Peterson-aye) 2-0

**II. Public Hearing**

**III. Information Items**

**A. Other Parties Desiring to Address the Board**

Individuals wishing to address the Board on non-agenda items may request permission from the Board President to speak on non-agenda items. When the board opens discussion to the public on any individual item, members of the audience are welcome to address the board on this item. Please identify yourself when recognized. Three (3) minutes are allotted to each speaker. A maximum of twenty (20) minutes may be allotted to each subject. No oral presentation shall include charges or complaints against any employee of the district, regardless of whether or not the employee is identified in the presentation by name or by another reference, which tends to identify. Charges or complaints of any employee of the district shall be made in writing to the Superintendent or Designee or President of the Board of Trustees. Persons with disabilities requiring special accommodations should contact the school's office prior to the meeting.

**B. Board Members Unscheduled Items**

Board members may wish to make personal reports on meetings, conferences they have attended, or raise questions for subsequent meetings.

**C. Correspondence**

**1. VCOE**—In accordance with Ed. Code Sections 52070 and 42127, the VCOE has reviewed the Local Control Accountability Plan (LCAP) and adopted budget of Santa Clara Elementary School District for fiscal year 2015-16. The County Superintendent of Schools has approved the 2015-16 LCAP and adopted budget based on their review.

**D. CBO Report**

**E. Classroom Visitation**

**F. Principal's Report**

1. **Staff Development 2015-16**—The principal will share the planned staff development for the 2015-16 school year.
2. **Williams Uniform Complaints**—The quarterly report was submitted to the VCOE for July of 2015 as per Ed. Code 35186.
3. **Safety Inspection**--Safety Specialist/Inspector, Bryan Alexander, from the Ventura County Schools Self-Funding Authority conducted a safety inspection of S.C. on 5/28/15. An Inspection Report of findings was received on 6/19/15. Teacher/Principal, Kari Skidmore, sent a Response to the Report on 6/22/15. The Inspection Report and Response are included for the Board's review.
4. **PTO/SSC Report**—The agendas/minutes are included for the Board's Review.
5. **Parent letters**-The principal letters that have been sent to date are included.

**G. Enrollment-- There are 56 students enrolled for the 2015-16 school year; 16 K-1<sup>st</sup>, 16 2<sup>nd</sup>-3<sup>rd</sup>, and 24 4<sup>th</sup>-6<sup>th</sup>.**

**H. Calendar**

1. **September Calendar**
2. **Calendar of Events**

**IV. Action Items**

**A. Approval of Consent Agenda**

Agenda items presented in this section compose the consent agenda and unless removed by the request of a Board member will be approved by the Board as a group as the first action on the agenda. Each item approved shall be deemed to have been read in full and adopted as recommended.

1. **Minutes of June 17, 2015 regular meeting**
2. **Finance and Purchasing**
  - 2.1 **Monthly Board Report-June 2015**
  - 2.2 **Monthly Board Report-July 2015**

**Moved, seconded (Peterson/Hobson), and unanimously carried to approve the Consent Agenda. (Hobson-aye, Peterson-aye) 2-0**

**B. Old Business**

**C. New Business**

1. **Review, discussion, and approval of the 2015-16 Contracts**
  - a. **Coleman Landscaping Service Contract 7/1/15-6/30/16**
  - b. **VCOE Health Services Contract 2015-16**
  - c. **VCOE Escape Financial & Payroll Personnel System Contract 2015-16**

**Recommend approval.**

**Moved, seconded (Hobson/Peterson), and unanimously carried to approve the 2015-16 Contracts. (Hobson-aye, Peterson-aye) 2-0**

2. **Review, discussion, and approval of the Projected Field Trips 2015-16**-- The field trips are submitted to the Board for approval, subject to minor changes due to scheduling. Students will attend field trips based on home-room assignments. Each class will participate in 4 field trips, including the school-wide "secret field trip" and the annual Mupu track meet. **Recommend approval.**

**Moved, seconded (Hobson/Peterson), and unanimously carried to approve the Projected Field Trips 2015-16. (Hobson-aye, Peterson-aye) 2-0**

3. **Review, discussion, and approval of the Goals and Objectives 2015-16**—The Goals and Objectives will be discussed and developed by the Board. **Recommend approval.**

**Moved, seconded (Peterson/Hobson), and unanimously carried to approve the Goals and Objectives 2015-16. (Hobson-aye, Peterson-aye) 2-0**

4. **Review, discussion, and approval of the Wells Fargo Donation**—The donation in the amount of \$212.87 was received by the district on June 25, 2015 to be deposited in Resource #9079. **Recommend approval.**

**Moved, seconded (Hobson/Peterson), and unanimously carried to approve the Wells Fargo Donation. (Hobson-aye, Peterson-aye) 2-0**

5. **Review, discussion, and approval of the VCSELPA Local Plan**—Pursuant to Education Code 56195-56195.10 each Special Education Local Plan Area (SELPA) must have a Local Plan which contains the required components outlined in the statute. These plans must be written with stakeholder input and approved by every Governing Board of member districts in the SELPA. **Recommend approval.**

**Moved, seconded (Hobson/Peterson), and unanimously carried to approve the VCSELPA Local Plan (Hobson-aye, Peterson-aye) 2-0**

6. **Review, discussion, and approval of the 2014-15 Unaudited Actuals** Education Code 41023 & 42100 requires that on or before September 15, the governing board of each school district shall approve, on a form prescribed by the Superintendent of Public Instruction, an annual statement of all receipts and expenditures of the district for the preceding fiscal year and shall file the statement with the county superintendent of schools. The attached report has been prepared using the required guidelines. **Recommend approval.**

**Moved, seconded (Peterson/Hobson), and unanimously carried to approve the 2014-15 Unaudited Actuals. (Hobson-aye, Peterson-aye) 2-0**

7. **RGSE inc. Structural Contract**—The contract is for structural observation services of existing leaning concrete block handball wall dated 8/13/15. **Recommend approval.**

**Moved, seconded (Peterson/Hobson), and unanimously carried to approve the Contract. (Hobson-aye, Peterson-aye) 2-0**

8. **ICC Contract**—The contract is for demolition of the leaning, block handball wall dated 8/19/15. **Recommend approval.**

**Moved, seconded (Peterson/Hobson), and unanimously carried to approve the Contract. (Hobson-aye, Peterson-aye) 2-0**

**D. Resolutions**

**1. Resolution #15-16-01—The Gann Limit**

School agencies must perform Gann Limit Calculations because they are a constitutional requirement. Also, it is important that school agencies do these calculations to identify how much state aid counts toward the agency's Gann Limit, so that the State of California knows how much state aid counts toward its own Gann Limit. **Recommend approval.**

**Moved, seconded (Hobson/Peterson), and unanimously carried to approve Resolution #15-16-01. (Hobson-aye, Peterson-aye) 2-0**

**E. Personnel**

- 1. Instructional Aide Position #13**—Ratify the hiring of Maria Mayes for the position. **Recommend approval.**
- 2. Instructional Aide Position#9**—Ratify the hiring of Graciela Sanchez for the position. **Recommend approval.**
- 3. Intervention Tutor Position #--**Ratify the hiring of Kim Wilson for the position. **Recommend approval.**
- 4. Personnel #15**—One time stipend to manage the lunch program within regular work schedule of 7 hours per day. **Recommend approval.**

**Moved, seconded (Peterson/Hobson), and unanimously carried to approve #1-4. (Hobson-aye, Peterson-aye) 2-0**

**V. Adjourn to Executive Session**

**In accordance with the posted agenda, the Board might wish to adjourn to closed session during the course of the meeting to consider the topics indicated below:**

**\*Personnel (Govt. Code Section 54957)**

**\*Collective Bargaining (Govt. Code Section 3549.1)**

**\*Discipline (Ed. Code Sections 35146 and 48918(c))**

**\*Litigation (Govt. Code 54956.9)**

**\*Real Property (Govt. Code Section 54956.8)**

**VI. Return From Executive Session**

**VII. Advance Planning**

**A. Suggested Agenda Items**

- 1. Public Hearing—Regarding the Sufficiency and Insufficiency of Instructional Materials 2015-16**

**B. Future Meeting Dates**

**The next regular meeting is scheduled for September 16, 2015.**

**VIII. Adjournment—The meeting was adjourned at 3:40 p.m.**