

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

**OFFICIAL MINUTES  
REGULAR BOARD MEETING**

**November 18, 2015**

**3:00 p.m.**

**Santa Clara Schoolhouse**

**I. Preliminary**

- A. Call to Order**—The meeting was called to order at 3:06 p.m.
- B. Flag Salute**
- C. Roll Call**
  - Board:**           **President: Jason Raley--Present**  
                          **Clerk: Lynne Peterson--Present**  
                          **Member: Deann Hobson--Present**
  
  - CBO: Tami Peterson--Present**  
**Teacher/Principal: Kari Skidmore--Present**
- D. Introductions**
- E. Emergency Additions to the Agenda**
- F. Approval of Agenda**—Moved, seconded (Raley/ Peterson), and unanimously carried to approve the agenda. (Hobson-aye, Peterson-aye, Raley-aye) 3-0

**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. VCSBSA**—The receipt of Ventura County report of investments for the quarter ending September 30, 2015.

**D. Classroom Visitation**

**E. Principal's Report**

- 1. PTO**—The PTO agendas/minutes are available for the Board's review.
- 2. SSC**— The SSC agendas/minutes are available for the Board's review.
- 3. Parent letters**-The principal letters that have been sent to date are included.
- 4. Common Core Standards**—The Principal will report on CCSS.

**5. California Assessment of Student Performance and Progress** —The Principal will report on CAASPP results 2015.

**F. Enrollment--** There are 55 students enrolled for the 2015-16 school year; 16 K-1<sup>st</sup>, 16 2<sup>nd</sup>-3<sup>rd</sup>, and 23 4<sup>th</sup>-6<sup>th</sup>.

**G. Calendar**

**1. December Calendar**

**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 October 21, 2015 regular meeting**
- 2. Finance and Purchasing**
  - 2.1 Monthly Board Report**

**Moved, seconded (Peterson/Raley), and unanimously carried to approve the agenda. (Hobson-aye, Peterson-aye, Raley-aye) 3-0**

**B. Old Business**

**C. New Business**

- 1. Santa Clara Elementary School District**—The Annual Organizational Meeting of the Governing Board is scheduled for Wednesday, December 16, 2015 at 3:00 p.m. **Recommend approval.**

**Moved, seconded (Raley/ Peterson), and unanimously carried to approve meeting date. (Hobson-aye, Peterson-aye, Raley-aye) 3-0**

- 2. First Interim Report 2015-16**—Local agency governing boards are required to certify twice a year regarding their ability to meet their financial obligations for the remainder of the current fiscal year and for the subsequent two fiscal years, in accordance with Education Code Section 42131. The First Interim Report covers the financial and budgetary status for the period ending October 31, 2015. **Recommend approval.**

**Moved, seconded (Raley/ Hobson), and unanimously carried to approve the First Interim Report 2015-16. (Hobson-aye, Peterson-aye, Raley-aye) 3-0**

- 3. Board Policy 4121 Personal Leaves/Administrative Regulations 4161.1 & 4361.1 Personal Illness/Injury Leave**—First Read—Information/discussion.
- 4. Board Policies 3300 Expenditures and Purchases, 3310 Purchasing Procedures, 3311 Bids, 3312 Contracts, and Administrative Regulation 3311 Business and Non-instructional Operations**—First Read—Information/discussion.

**D. Resolutions**

- 1. Resolution #15-16-05—Annual Accounting and Five-Year Accounting of Development Fees for Fiscal Year 2014-15 in the Developer Fee Fund(s)**—Government Code sections 66001 and 66006 require school districts collecting statutory school facilities fees to take certain actions to comply with these requirements. The purpose of this Resolution is to comply with these requirements. **Recommend approval of Resolution and Report.**

**Moved, seconded (Raley/ Peterson), and unanimously carried to approve Resolution #15-16-05. (Hobson-aye, Peterson-aye, Raley-aye) 3-0**

2. **Resolution #15-16-06—Authorizing Election Under Public Contract Code Section 22030 to Become Subject to Uniform Public Construction Cost Accounting Procedures**—Public Contract Code Section 22000 et seq., the Uniform Public Construction Cost Accounting Act establishes a uniform cost accounting standard for construction work performed or contracted by local public agencies. **Recommend approval.**

**Moved, seconded (Raley/ Peterson), and unanimously carried to approve Resolution #15-16-06. (Hobson-aye, Peterson-aye, Raley-aye) 3-0**

**E. Personnel**

**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. **Annual Organization Meeting**

**B. Future Meeting Dates**

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

**VIII. Adjournment—The meeting was adjourned at 3:38 p.m.**