

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

**OFFICIAL MINUTES  
REGULAR BOARD MEETING  
June 14, 2017  
3:00 p.m.  
Santa Clara Schoolhouse**

**I. Preliminary**

- A. Call to Order--** The meeting was called to order at 3:40 p.m. by Board Member, Lynne Peterson.
- B. Flag Salute**
- C. Roll Call**  
**Board: President: Deann Hobson--Absent**  
**Clerk: Jason Duque—Present 3:40 p.m.**  
**Member: Lynne Peterson—Present**  
  
**CBO: Tami Peterson--Present**  
**Teacher/Principal: Kari Skidmore—Present**
- D. Introductions**
- E. Emergency Additions to the Agenda**
- F. Approval of Agenda—Moved, seconded (Peterson/Duque), and unanimously carried to approve the agenda. (Duque-aye, Peterson-aye) 2-0**

**II. Public Hearings**

**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**

**D. Classroom Visitation**

**E. CBO Report**

**F. Principal's Report**

**1. Parent Letters**

The principal letters that have been sent to date are included for the Board's review.

**2. PTO/SSC**

The agendas/minutes from the meetings are included for the Board's review.

**3. Certificates of Appreciation**

The certificates will be presented at the meeting to Jason Duque, Deann Hobson, Lynne Peterson, and Tami Peterson for their service to the Santa Clara Elementary School Board.

- G. **Enrollment**—There are 54 students enrolled for the 2016-17 school year; 16 K-1<sup>st</sup>, 15 2<sup>nd</sup>-3<sup>rd</sup>, and 23 4<sup>th</sup>-6<sup>th</sup>. There are 58 students enrolled for the 2017-18 school year; 18 K-1<sup>st</sup>, 17 2<sup>nd</sup>-3<sup>rd</sup>, and 23 4<sup>th</sup>-6<sup>th</sup>.
- H. **Calendar**
  - 1. **August 2017 Calendar**
  - 2. **Board Meeting 2017-18 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 May 17, 2017 regular meeting**
- 2. **Finance and Purchasing**
  - 2.1 **Monthly Board Report**
  - 2.2 **Check Register**

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

##### B. Old Business

- 1. **Alliance Building Solutions Inc.**—Installation Agreement dated effective 5/17/17 for the use off the Prop 39, Energy Efficiency Program Funds. **Recommend discussion/approval.**

**Moved, seconded (Peterson/Duque), and unanimously carried to approve the Alliance Building Solutions Inc. Installation Agreement pending legal review and public hearing . (Duque-aye,Peterson-aye)2-0**

##### C. New Business

###### 1. Approval of the Consolidated Application for Funding of Categorical Aid Programs 2017-18

It is the District's intent to apply for: Title II, Part A Teacher Quality ESEA Sec. 2104; Title III Part A English Learner, Title V Subpart 1 REAP Flexibility, and Title V, Subpart 1, Small Rural School Achievement, ESEA Sec 5211. **Recommend Approval.**

**Moved, seconded (Duque/Peterson), and unanimously carried to approve the Consolidated Application for Funding of Categorical Aid Programs 2017-18. (Duque-aye,Peterson-aye)2-0**

###### 2. Approval of the Local Control Accountability Plan Year 2017-18

The LCAP provides details regarding local educational agencies' actions and expenditures to support pupil outcomes and overall performance pursuant to Education Code sections 52060, 52066, 47605, 47605.5, and 47606.5. **Recommend Approval.**

**Moved, seconded (Duque/Peterson), and unanimously carried to approve the Local Control Accountability Plan Year 2017-18. (Duque-aye, Peterson-aye) 2-0**

###### 3. Approval of the Santa Clara Elementary Financial Budget, 2017-18

Education Code Section 42103 requires the governing board of each agency to hold a public hearing on the proposed budget. The hearing must be held any day on or before July 1, but not less than three working days following the availability of the proposed budget for public inspection. The budget has been available for public display and is submitted for board approval at this time. **Recommend Approval.**

**Moved, seconded (Duque/Peterson), and unanimously carried to approve the Santa Clara Elementary Financial Budget, 2017-18. (Duque-aye, Peterson-aye) 2-0**

**4. Approval of Certification of Signatures Document**

Annually, at the beginning of each fiscal year, or after any reorganization or staff changes, agencies are required to declare the agent(s) authorized to sign documents, etc. **Note: Signatures of all board members will be requested at the board meeting. Recommend approval.**

**Moved, seconded (Peterson/Duque), and unanimously carried to approve the Certification of Signatures Document. (Duque-aye, Peterson-aye) 2-0**

**5. Approval of the Instructional Aide Position #9**

The position is 5 hours a day/5 days a week for a total of 180 school days. The position would begin 8/1/17 and would end 6/30/18. **Recommend approval.**

**Moved, seconded (Duque/Peterson), and unanimously carried to approve #5-9. (Duque-aye, Peterson-aye) 2-0**

**6. Approval of the Music Instructor Position #11**

The position is 3 hours a day/2 days a week for a total of 160 hours. The position would begin 8/1/17 and would end 6/30/18. **Recommend approval.**

**7. Approval of the Instructional Aide Position # 13**

The position is 3 hours a day/5 days a week for a total of 180 school days. The position would begin 8/1/17 and would end 6/30/18. **Recommend approval.**

**8. Approval of the Intervention Tutor Position**

The position is 2 hours a day/3 days a week for a total of 6 hours. The position would begin 8/1/17 and would end 6/30/18. **Recommend approval.**

**9. Approval of the School Lunch Program Stipend**

The stipend in the amount of \$2,500 would be given in two installments for organizing, completing paperwork, picking up meals, and warming and serving the meals for the 2017-18 school year. **Recommend approval.**

**10. 2017-18 Contracts—Recommend approval.**

- a. **Redtail Groundwater Solutions, Inc. 7/1/17 to 6/30/18**
- b. **Coleman Landscape Agreement for Independent Contractor Services 7/1/17 to 6/30/18**
- c. **VCOE Agreement for Hearing Conservation & Audiology Services 7/1/17 to 6/30/18**
- d. **VCOE Agreement for Financial/Escape Payroll/Personnel System 7/1/17 to 6/30/18**
- e. **VCOE Agreement for Nursing, Psychological and Speech Services 7/1/17 to 6/30/18**
- f. **VCOE Agreement for Courier Services 7/1/17 to 6/30/18**

**Moved, seconded (Peterson/Duque), and unanimously carried to approve the 2017-18 Contracts. (Duque-aye, Peterson-aye) 2-0**

**11. 2017-18 Classified and Certificated Work Schedule**

The calendar includes the work schedule for all classified and certificated employees of the district. **Recommend approval.**

**Moved, seconded (Peterson/Duque), and unanimously carried to approve the 2017-18 Classified and Certificated Work Schedule. (Duque-aye, Peterson-aye) 2-0**

- 12. Resignation of Instructional Aide, Graciela Sanchez dated June 8, 2017. Recommend approval.**

**Moved, seconded (Peterson/Duque), and unanimously carried to approve the Resignation of Instructional Aide. (Duque-aye, Peterson-aye) 2-0**

- 13. Teacher Principal Contract**—The three year contract commences July 1, 2017 and ends June 30, 2020. **Recommend approval.**

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

- 14. Summer Maintenance Projects**

- 1. Painting—Paint the outside of the schoolhouse and portables.**
- 2. Asphalt—Repave the drive through area.**

**Recommend discussion/approval.**

**Moved, seconded (Duque/Peterson), and unanimously carried to approve the Summer Maintenance Projects not to exceed \$15,000 per project. (Duque-aye, Peterson-aye) 2-0**

- D. Resolutions—Recommend approval.**

- 1. Resolution #16-17-06—District of Choice for the 2017-18 School Year**
- 2. Resolution #16-17-07 — Temporary Loans Between District Funds—fiscal year 2017-18**
- 3. Resolution #16-17-08— Appropriation/Budget Transfers—fiscal year 2017-18**
- 4. Resolution #16-17-09—Authority for the Board of Education to Improve Compensation and Benefits for Certain Categories of Employees after July 1, 2017**

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

- E. Personnel**

**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)**

- V. Return From Executive Session**

- VI. Advance Planning**

- A. Suggested Agenda Items**

- 1. Letter for Teacher/Principal, Kari Skidmore**

- B. Future Meeting Dates**

1. The next regular meeting is scheduled for August 16, 2017.

**VIII. Adjournment**

Moved, seconded (Peterson/Duque), and unanimously carried to adjourn at 4:03 p.m. (Duque-aye, Peterson-aye) 2-0