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

**OFFICIAL MINUTES
REGULAR BOARD MEETING
December 14, 2016
3:00 p.m.
Santa Clara Schoolhouse**

I. Preliminary

- A. Call to Order**—The meeting was called to order at 3:03 p.m. by Board President, Jason Duque.
- B. Flag Salute**
- C. Roll Call**
 - Board:** **President: Jason Duque--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 (Hobson/Peterson), and unanimously carried to approve the agenda. (Duque-aye, Hobson-aye, Peterson-aye) 3-0
- G. Organizational**
 - 1. Election and Swearing in of Officers and Committee Representatives**
 - a. President**—Moved, seconded (Peterson/Duque), and unanimously carried to elect Deann Hobson as Board President. (Duque-aye, Hobson-aye, Peterson-aye) 3-0
 - b. Clerk**— Moved, seconded (Peterson/Hobson), and unanimously carried to elect Jason Duque as Board Clerk. (Duque-aye, Hobson-aye, Peterson-aye) 3-0
 - c. County Committee on School District Organization Representative**— Moved, seconded (Hobson/Duque), and unanimously carried to elect Lynne Peterson as County Committee on School District Organization Representative. (Duque-aye, Hobson-aye, Peterson-aye) 3-0
 - 2. Set Date, Time, and Place of Meetings**—Meetings will be held the 3rd Wednesday of each month at 3:00 p.m. at the schoolhouse.
 - 3. Certification of Signatures**
 - 4. Newly elected President assumes leadership of the meeting**
 - 5. Public Lottery for 2017-18 enrollment**

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, 2016.
- D. **Classroom Visitation**
- E. **CBO Report**—The Chief Business Official will provide a report of current activities.
 - 1. **Local Control Funding Formula/Local Control Accountability Plan**—The CBO will provide current information regarding the LCFF and the LCAP for Board discussion.
- F. **Principal’s Report**—The Principal will provide a report of current activities.
 - 1. **PTO**—The agendas/minutes are included for the Board’s review.
 - 2. **SSC**— The SSC will meet on 1-9-16.
 - 3. **Parent letters**-The principal letters that have been sent to date are included.
 - 4. **Common Core Standards**—The Principal will report on CCSS.
- G. **Enrollment-- There are 54 students enrolled for the 2016-17 school year; 16 K-1st, 15 2nd-3rd, and 23 4th-6th.**
- H. **Calendar**
 - 1. **January 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 November 16, 2016 regular meeting**
 - 2. **Finance and Purchasing**
 - 2.1 **Monthly Board Report**

Moved, seconded (Peterson/Duque), and unanimously carried to approve the consent agenda. (Duque-aye, Hobson-aye, Peterson-aye) 3-0
- B. **Old Business**
- C. **New Business**
 - 1. **Children’s Resource Program/Ventura County Medical Resource Foundation MOU terminating June 2017. Recommend approval.**

Moved, seconded (Peterson/Duque), and unanimously carried to approve the MOU. (Duque-aye, Hobson-aye, Peterson-aye) 3-0
 - 2. **VCOE MOU for Data Sharing Services, including Escape, Q/SIS and SIRAS. Recommend approval.**

Moved, seconded (Hobson/Duque), and unanimously carried to approve the VCOE MOU. (Duque-aye, Hobson-aye, Peterson-aye) 3-0
 - 3. **First Interim Report 2016-17**—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, 2016. **Recommend approval.**

Moved, seconded (Duque/Peterson), and unanimously carried to approve the First Interim Report 2016-17. (Duque-aye, Hobson-aye, Peterson-aye) 3-0

D. Resolutions

- 1. Resolution #16-17-05—Annual Accounting and Five-Year Accounting of Development Fees for Fiscal Year 2015-2016 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 (Hobson/Peterson), and unanimously carried to approve Resolution #16-17-05. (Duque-aye, Hobson-aye, Peterson-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

B. Future Meeting Dates

The next regular meeting is scheduled for January 18, 2017

VIII. Adjournment--Moved, seconded (Hobson/Peterson), and unanimously carried to Adjourn at 3:24 p.m. (Duque-aye, Hobson-aye, Peterson-aye) 3-0