

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

**OFFICIAL MINUTES
REGULAR BOARD MEETING**

March 15, 2017

3:00 p.m.

Santa Clara Schoolhouse

I. Preliminary

- A. Call to Order—The meeting was called to order at 3:10 p.m. by Board President, Deann Hobson.**
- B. Flag Salute**
- C. Roll Call**
 - Board: President: Deann Hobson--Present**
 - Clerk: Jason Duque--Present**
 - Member: Lynne Peterson—Present 3:15 p.m.**

 - CBO: Tami Peterson--Present**
 - Teacher/Principal: Kari Skidmore--Present**
- D. Introductions**
- E. Emergency Additions to the Agenda**
- F. Approval of Agenda—Moved, seconded (Duque/Hobson), and unanimously carried to approve the agenda. (Duque-aye, Hobson-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. Ventura County Schools Business Services Authority—**Education Code 41001 requires most school district funds to be deposited into the County Treasury. Government Code 53646 declares that local agencies, including joint power authorities, may issue quarterly reports containing the required investment information. The report dated March 2, 2017, is for the quarter ending December 31, 2016.
 - 2. VCOE—**In accordance with Ed. Code Section 42131, the VCOE has accepted the positive certification submitted by the district based on the first interim report.
- D. CBO Report**
 - 1. Local Control Funding Formula (LCFF) & Local Control Accountability Plan (LCAP)—** Administration met with VCOE staff on 3/7/17 to review LCAP. The District held a stakeholder meeting on 3/13/17.
- E. Principal's Report**
 - 1. Professional Development Common Core Standards—**S.C. teachers attended the professional development day at S.C on 3/6/17. The teachers and principal received training on the CAASPP.

2. **PTO**—The agendas and minutes are included for the Board’s review.
3. **SSC (LCAP/LCFF)**—The agenda and minutes are included for the Board’s review.
4. **Parent letters**—The principal letters that have been sent to date are included.
5. **CAASPP**—Students in grades 3rd-6th will participate in testing 5/1/17-5/12/17. The District has contracted with VCOE to set up a virtual desktop that is secure for the testing. Students have been taking practice in Language Arts and Math.
6. **6th Grade Council**—The group donated \$ to the Cancer Center in Ventura. Funds were raised by students at Santa’s Secret Workshop. All students participated in Jump Rope for Heart and donated \$1,500 to the American Heart Association.

F. Enrollment-- There are 54 students enrolled for the 2016-17 school year; 16 K-1st, 15 2nd-3rd, and 23 4th-6th.

G. Calendar

1. April 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. **Recommend approval.**

1. **Minutes of January 18 2017 regular meeting**
2. **Finance and Purchasing**
 - 2.1 **Monthly Board Report**
 - 2.2 **Check Register**

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

B. Old Business

C. New Business

1. **Comprehensive School Safety Plan 2016-17**—Developed with input from SSC. **Recommend approval.**

Moved, seconded (Peterson/Duque), and unanimously carried to approve the Comprehensive School Safety Plan 2016-17. (Duque-aye, Hobson-aye, Peterson-aye) 3-0

2. **Target Donations**—Target Field Trip Grant in the amount of \$700 from Scholarship America to be deposited in #9079 and used for the K-6th Secret Field Trip. **Recommend approval.**

Moved, seconded (Hobson/Peterson), and unanimously carried to approve the Target Donations. (Duque-aye, Hobson-aye, Peterson-aye) 3-0

3. **CSBA**—The ballot for the CSBA Delegate Assembly representative election is due March 15, 2017. **Recommend discussion/approval.**

The Board discussed the CSBA ballot. No action was taken.

4. **Classified Miscellaneous Salary Schedule 2016-17**—Improvement to Hourly Position, Student Worker, Schedule 06-001 to \$10.50. **Recommend approval.**

Moved, seconded (Hobson/Peterson), and unanimously carried to approve the Classified Miscellaneous Salary Schedule 2016-17. (Duque-aye, Hobson-aye, Peterson-aye) 3-0

5. **Vicenti, Lloyd & Stutzman, CPAs**—Letter dated February 6, 2017, confirming services to Santa Clara for the year ended June 30, 2017, plus two additional years ending June 30, 2018 and 2019. **Recommend approval.**

Moved, seconded (Duque/Peterson), and unanimously carried to approve the Vicenti, Lloyd & Stutzman, CPAs services. (Duque-aye, Hobson-aye, Peterson-aye) 3-0

6. **Second Interim Report 2016-17**—The interim report was based upon and reviewed using the state-adopted Criteria and Standards pursuant to Education Code sections 33129 and 42130. **Recommend approval.**

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

D. Resolutions

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 April 19, 2017.

VIII. Adjournment--Moved, seconded (Hobson/Duque), and unanimously carried to Adjourn at 3:45p.m. (Duque-aye, Hobson-aye, Peterson-aye) 3-0