

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

**OFFICIAL MINUTES
REGULAR BOARD MEETING**

March 21, 2018

3:00 p.m.

Santa Clara Schoolhouse

I. Preliminary

A. Call to Order—The meeting was called to order at 3:05 p.m. by Board Clerk, Lynne Peterson.

B. Flag Salute

C. Roll Call

Board: President: Jason Duque—Present 3:09 p.m.

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. (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

D. CBO Report

1. Local Control Funding Formula (LCFF) & Local Control Accountability Plan (LCAP)— The District held a stakeholder meeting on 3/7/18.

E. Principal's Report

1. Professional Development/Staff Training—The teachers and principal received training on *EADMS* and *Google Classroom* on 3/5/18 from VCOE Educational Technology Specialist, Catharine Reznicek. All staff attended *Active Shooter Training* at Mupu School on 3/16/18.

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 5/1/18-5/11/18.

F. **Enrollment--** There are 58 students enrolled for the 2017-18 school year; 17 K-1st, 17 2nd-3rd, and 24 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 February 21, 2018 regular meeting**
2. **Finance and Purchasing**
 - 2.1 **Monthly Board Report**
 - 2.2 **Check Register**

Moved, seconded (Hobson/Duque), 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 2017-18**—Developed with input from SSC. **Recommend discussion/approval.**

Moved, seconded (Duque/Peterson), and unanimously carried to approve the Comprehensive School Safety Plan 2017-18. (Duque-aye, Hobson-aye, Peterson-aye) 3-0

2. **Single Plan for Student Achievement 2017-18**—The School Plan has been reviewed and revised by the School Site Council for the 2017-18 school year. **Recommend discussion/approval.**

Moved, seconded (Hobson/Peterson), and unanimously carried to approve the Single Plan for Student Achievement 2017-18. (Duque-aye, Hobson-aye, Peterson-aye) 3-0

3. **Alliance Building Solutions, Inc.**—Notice of Completion for the Prop 39-Energy Services Contract completed on 12/22/17. **Recommend discussion/approval.**

Moved, seconded (Hobson/Peterson), and unanimously carried to approve the Notice of Completion for the Prop 39-Energy Services Contract. (Duque-aye, Hobson-aye, Peterson-aye) 3-0

4. **VRSD**—Board's response to Toland's Optimization Plan and the modification of the landfill's Conditional Use Permit (CUP). **Recommend discussion/approval.**

Moved, seconded (Hobson/Peterson), and unanimously carried to approve the Board's response. (Duque-aye, Hobson-aye, Peterson-aye) 3-0

5. **Clifton Larson Allen**— Independent Audit Services Engagement Letter for the June 30, 2018 Audit. **Recommend discussion/approval.**

Moved, seconded (Hobson/Peterson), and unanimously carried to approve the Independent Audit Services Engagement Letter. (Duque-aye, Hobson-aye, Peterson-aye) 3-0

6. **Integrated Fire and Safety**—Notifier fire alarm panel replacement due to power surges during Thomas Fire in the amount of \$5,396.91. Estimate #109196 was sent to Ventura County Schools Self-Funding Authority and was submitted to our reinsurance carrier for review and confirmation of this being a covered loss. **Recommend discussion/approval.**

Moved, seconded (Duque/Hobson/), and unanimously carried to approve the Notifier fire alarm panel replacement. (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 18, 2018.

VIII. Adjournment--Moved, seconded (Duque/Hobson), and unanimously carried to Adjourn at 3:51 p.m. (Duque-aye, Hobson-aye, Peterson-aye) 3-0