

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

**OFFICIAL MINUTES
REGULAR BOARD MEETING**

April 20, 2016

3:00 p.m.

Santa Clara Schoolhouse

I. Preliminary

- A. Call to Order—The meeting was called to order at 3:02 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 (Peterson/Hobson), and unanimously carried to approve the agenda. (Duque-aye, Hobson-aye, Peterson-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. California State Controller—The Certification Letter for Fiscal Year 2014-15 was received on 4/12/16.**

D. CBO Report

- 1. Local Control Funding Formula (LCFF) & Local Control Accountability Plan (LCAP)—The District held stakeholder meetings on 1/11/16 and 3/14/16. Administration will meet with VCOE staff on 4/22/16 to review LCAP. A Public Hearing will be held for the LCAP and the proposed budget on 5/18/16 and both will be presented to the board for approval on 6/15/16.**

F. Principal's Report

- 1. California Assessment of Student Performance and Progress (CAASPP)—Students in grades 3rd-6th will participate in the CAASPP testing 5/2-5/13. 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. The PTO will sponsor an end of testing celebration lunch and an after school skating party on May 13th.

2. **Williams Uniform Complaints**—The quarterly report covering the period 1/1/16 to 3/31/16 was submitted to the VCOE. No complaints have been received to date. The 2015-16 3rd Quarter Williams COE Activity Report from VCOE is included for the board's review.
 3. **PTO**—The meeting was held on 4/1/15. Copies of the agendas/minutes are included for the Board's review.
 4. **SSC (LCAP/LCFF)**—The meeting was held on 3/14/16.
 5. **Parent letters**—The principal letters that have been sent to date are included.
- G. **Enrollment**-- There are 55 students enrolled for the 2015-16 school year; 16 K-1st, 16 2nd-3rd, and 23 4th-6th.
- H. **Calendar**
1. **May 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 March 16, 2016 regular meeting**
2. **Finance and Purchasing**
 - 2.1 **Monthly Board Reports**
 - 2.2 **Check Register**

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

B. Old Business

1. **Water System**—The Board will discuss improvements to our water system. **Recommend discussion/action.**

C. New Business

1. **Approval of the Adoption of the K-6th Houghton Mifflin Harcourt California Math Expressions Common Core Materials**

The instructional materials were reviewed/selected by S.C. teachers at a VCOE sponsored math publisher's fair in 2014, piloted by the 4th-6th class during the 2014-15 school year and by K-6, 2-3 and 4-6 classes during the 2015-16 school year, presented to the public at a public board meeting, on display at the school site for public review/comment for the 2014-15 and 2015-16 school years, and recommended to the board for adoption for the 2016-17 school year. **Recommend approval.**

Moved, seconded (Peterson/Duque), and unanimously carried to approve the Adoption of the K-6th Houghton Mifflin Harcourt California Math Expressions Common Core Materials. (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)

Adjourn to Executive Session under Personnel (Govt. Code Section 54957) to consider the status of the goals and objectives for Teacher/Principal, Kari Skidmore.

Adjourn to Executive Session—Teacher/Principal, Kari Skidmore, requests that the board adjourn to Executive Session to CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)

Designated Representatives: Kari Skidmore, Tami Peterson

Unrepresented employees: All Certificated, Classified, and Management Active Employees

Moved, seconded (Peterson/Duque), and unanimously carried to adjourn to Executive Session at 3:25 p.m. (Duque-aye, Hobson-aye, Peterson-aye) 3-0

VI. Return From Executive Session

Moved, seconded (Hobson/Peterson), and unanimously carried to return from Executive Session at 3:55 p.m. (Duque-aye, Hobson-aye, Peterson-aye) 3-0

Moved, seconded (Peterson/Duque), and unanimously carried to approve an ongoing salary increase of 5% retroactive to July 1, 2015 for all active certificated, classified, and management employees, excluding temporary employees paid on the miscellaneous salary schedule. (Duque-aye, Hobson-aye, Peterson-aye) 3-0

Moved, seconded (Hobson/Peterson), and unanimously carried to approve and an increase to \$40/per hour to temporary employees paid on the miscellaneous salary schedule beginning in August of 2016. (Duque-aye, Hobson-aye, Peterson-aye) 3-0

VII. Advance Planning

A. Suggested Agenda Items

1. Public Hearing LCAP/LCFF
2. Public Hearing 2016-17 Budget
3. Handball Wall
4. Teacher/Principal goals and objectives

B. Future Meeting Dates

The next regular meeting is scheduled for May 18, 2016

VIII. Adjournment

Moved, seconded (Duque/Peterson), and unanimously carried to adjourn at 4:00 p.m. (Duque-aye, Hobson-aye, Peterson-aye) 3-0