

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

**OFFICIAL MINUTES
REGULAR BOARD MEETING
June 16, 2021
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, Deann Hobson.**
- B. Flag Salute**
- C. Roll Call**
 - Board: President: Deann Hobson-Present**
 - Clerk: Lynne Peterson-Present**
 - Member: Jason Duque-Absent**
 - 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. (Hobson-aye, Peterson-aye) 2-0

II. Public Hearings

- 1. Proposition 30 Spending Plan for fiscal Year 2021-22—Education Protection Account**

Moved, seconded (Hobson/Peterson), and unanimously carried to open the Public Hearing at 3:02 p.m. (Hobson-aye, Peterson-aye) 2-0

Moved, seconded (Hobson/Peterson), and unanimously carried to close the Public Hearing at 3:04 p.m. (Hobson-aye, Peterson-aye) 2-0

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 the Board Members and to the CBO for their service to the Santa Clara Elementary School District.

G. Enrollment—There are 58 students enrolled for the 2021-22 school year; 16 K-1st, 16 2nd-3rd, and 26 4th-6th.

H. Calendar

1. **August 2021 Calendar**
2. **Board Meeting 2021-22 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 19, 2021 regular meeting**
2. **Finance and Purchasing**
 - 2.1 **Monthly Board Report**
 - 2.2 **Check Register**

3. 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.**

4. Approval of 2021-22 Contracts

- a. **Redtail Groundwater Solutions, Inc. 7/1/21-6/30/22**
- b. **Sierra Pacific Landscaping Agreement for Independent Contractor Services 7/1/21-6/30/22**
- c. **Xerox Lease Agreement 7/1/21-6/30/22**
- d. **VCOE Agreement for Financial/Escape Payroll/Personnel System 7/1/21-6/30/22**
- e. **VCOE Agreement for Courier Services 7/1/21-6/30/22**
- f. **VCOE Addendum to Contract, Hearing 7/1/21-6/30/22**
- g. **Document Tracking Services 7/1/21-6/30/22**
- h. **Renaissance Accelerated Reader and STAR Reading 7/1/21-6/30/22**
- i. **Ventura County SELPA for Social/Emotional Services Specialist 9/1/21-7/31/22**
- j. **VCOE Agreement for Q Communication Software Licensing 7/1/21-6/30/22**
- k. **CSBA Contract for Gamut Policy 7/1/21-6/30/22**
- l. **CSBA Contract for CSBA and ELA Membership 7/1/21-6/30/22**
- m. **Perimeter Security Preventative Maintenance Agreement 7/1/21-6/30/22**
- n. **Integrated Fire & Safety Fire Alarm and Extinguishers 7/1/21-6/30/22**

5. Approval of 2020-21 Resolutions

- a. **Resolution #20-21-07 District of Choice for the 2021-22 School Year**
- b. **Resolution #20-21-08 Authority for the Board of Education to Improve Compensation and Benefits for Certain Categories of Employees after July 1, 2021**
- c. **Resolution #20-21-09 Temporary Loans Between District Funds—fiscal year 2021-22**
- d. **Resolution #20-21-10 Appropriation/Budget Transfers—fiscal year 2021-22**
- e. **Resolution #20-21-11 Annual Declaration of Need of Emergency 30 Day Substitute**

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

B. Old Business

C. New Business

1. Interdistrict Transfer Memorandum of Understanding—MOU with Ventura County School Districts to permit pupils who reside in one of the Districts to attend in the other based on certain terms and conditions. The MOU shall be for a term of 5 school years commencing with the 2021-22 school year and ending in the 2025-26 school year. Recommend Discussion/Approval.

Moved, seconded (Hobson/Peterson), and unanimously carried to approve the Interdistrict Transfer Memorandum of Understanding. (Hobson-aye, Peterson-aye) 2-0

2. Santa Clara Elementary Financial Budget, 2021-22—Administration recommends the Board adopt the 2021-22 District Budget pursuant to Education code 42127 which includes the Standards and Criteria pursuant to Education Code 33129, as presented. Recommend Discussion/Approval.

Moved, seconded (Peterson/Hobson), and unanimously carried to approve the Santa Clara Elementary Financial Budget, 2021-22. (Hobson-aye, Peterson-aye) 2-0

3. Approval of the Local Control Accountability Plan Year 2021-22
School districts are required to develop, adopt, and annually update a three-year LCAP, using the template adopted by the California State Board of Education. The LCAP identifies how districts address the State's priorities and metrics, and how expenditures are in accordance with statutes. In accordance with Education Code 52062, a Public Hearing to solicit the recommendations and comments regarding the proposed LCAP and LCFF Budget Overview for Parents was held on May 19, 2021. **Recommend Discussion/Approval.**

Moved, seconded (Hobson/Peterson), and unanimously carried to approve the Local Control Accountability Plan Year 2021-22. (Hobson-aye, Peterson-aye) 2-0

4. Approval of the Proposition 30 Spending Plan for Fiscal Year 2020-21—Education Protection Account. Recommend Discussion/Approval.

Moved, seconded (Peterson/Hobson), and unanimously carried to approve the Proposition 30 Spending Plan for Fiscal Year 2020-21. (Hobson-aye, Peterson-aye) 2-0

D. Personnel

1. Approval of the Instructional Aide Position #9

The position is 5 hours a day/5 days a week for a total of 25 hours per week. The position would begin 8/20/21 and would end 6/9/22. **—Recommend Discussion/Approval.**

3. Approval of the Music Instructor Position #11

The position is 3 hours a day/2 days a week for a total of 6 hour per week. The position would begin 9/7/21 and would end 6/9/22. **—Recommend Discussion/Approval.**

4. Approval of the Instructional Aide Position # 13

The position is 3 hours a day/5 days a week for a total of 15 hours per week. The position would begin 8/20/21 and would end 6/9/22. **—Recommend Discussion/Approval.**

5. Approval of the Intervention Tutor Position #6

The position is 1 hour a day/4 days a week for a total of 4 hours per week. The position would begin 8/30/21 and would end 6/9/22. **—Recommend Discussion/Approval.**

6. Approval of the Enrichment Tutor Position #16

The position is 1 hour a day/2 days a week for a total of 2 hours per week. The position would begin 9/7/21 and would end 6/9/22. **—Recommend Discussion/Approval.**

7. Approval of Custodian Position #4

The position is 2 hours a day/5 days a week for a total of 10 hours per week. The position would begin 8/9/21 and would end 6/17/22. —**Recommend Discussion/Approval.**

8. Approval of Roving Substitute Teacher Position

The position would begin 8//21 and would end 6/10/22. —**Recommend Discussion/Approval.**

Moved, seconded (Peterson/Hobson), and unanimously carried to approve Personnel #1-8. (Hobson-aye, Peterson-aye) 2-0

V. Adjourn to Executive Session

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

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)**

Moved, seconded (Hobson/Peterson), and unanimously carried to adjourn to Executive Session at 3:35 p.m. (Hobson-aye, Peterson-aye) 2-0

VI. Return From Executive Session

Moved, seconded (Hobson/Peterson), and unanimously carried to return from Executive Session at 3:45 p.m. (Hobson-aye, Peterson-aye) 2-0

VII. Advance Planning

A. Suggested Agenda Items

B. Future Meeting Dates

1. The next regular meeting is scheduled for August 18, 2021.

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