

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

**OFFICIAL MINUTES
REGULAR BOARD MEETING**

October 18, 2017

3:00 p.m.

Santa Clara Schoolhouse

I. Preliminary

A. Call to Order—The meeting was called to order at 3:00 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--Absent

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. CliftonLarsonAllen, LLP—California Education Code 48301 (e) requires a school district of choice must ensure that the auditor who conducts the annual audit also review compliance with specific provisions CA Ed Code 48301 (a) regarding a random, unbiased selection process and CA Ed Code 48301 (d) regarding appropriate communication. Based on their review, Santa Clara was found to be in compliance with those requirements.

D. CBO Report

E. Classroom Visitation

F. Principal's Report

1. **William's Quarterly Report**—The quarterly report was submitted for October 2017. No complaints were filed during the quarter.
 2. **PTO/SSC Report**—The agendas/minutes are included for the Board's review.
 3. **Parent letters**—The principal letters are included for the Board's review.
- G. **Enrollment**--There are 58 students enrolled for the 2017-18 school year; 17 K-1st, 17 2nd-3rd, and 24 4th-6th.
- H. **Calendar**
1. **November 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 September 20, 2017 regular meeting**
2. **Finance and Purchasing**
 - 2.1 **Monthly Board Report September 2017**

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

B. Old Business

C. New Business

1. **Briggs Elementary School District**—Contract Agreement for Food Services entered into on August 21, 2017. **Recommend approval.**

Moved, seconded (Duque/Hobson), and unanimously carried to approve the Contract for Food Services. (Duque-aye, Hobson-aye) 2-0

2. **Ventura County SELPA**—Agreement for Social/Emotional Services Specialist for the 2017-18 school year. **Recommend approval.**

Moved, seconded (Duque/Hobson), and unanimously carried to approve the Agreement for Social/Emotional Services Specialist. (Duque-aye, Hobson-aye) 2-0

3. **Children's Resource Program/Ventura County Medical Resource Foundation**—Memorandum of Understanding for 2017-18 school year. **Recommend approval.**

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

4. **Board Policy/Administrative Regulations 3513.3**—Tobacco-Free Schools- The Board prohibits smoking and/or the use of tobacco products at any time in district-owned or leased buildings, on district property, and in district vehicles. (Health and Safety Code 104420, 104559) —First Read. **Recommend review/discussion.**

Board Policy/Administrative Regulations 3513.3 were reviewed and discussed.

5. **Board Policy/Administrative Regulations 5131.62**—Tobacco- The Superintendent or designee shall provide prevention, intervention, and cessation education, information, activities,

and/or referrals to district students and shall ensure consistent enforcement of district policies prohibiting student possession and use of tobacco products.—First Read. **Recommend review/discussion.**

Board Policy/Administrative Regulations 5131.62 were reviewed and discussed.

D. Resolutions

1. Resolution #17-18-04 National Red Ribbon Week—Santa Clara will observe the week of 10/23/17-10/27/17 by encouraging all citizenry in celebrating healthy choices and positive models for living drug free. **Recommend approval.**

Moved, seconded (Duque/Hobson), and unanimously carried to approve Resolution #17-18-04. (Duque-aye, Hobson-aye) 2-0

2. Resolution #17-18-05 Character Education Month—Santa Clara will recognize October as Character Education Month by providing a comprehensive curriculum that promotes a common core of personal and social values as the basis of good character. **Recommend approval.**

Moved, seconded (Hobson/Duque), and unanimously carried to approve Resolution #17-18-05. (Duque-aye, Hobson-aye) 2-0

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

1. 1st Interim

B. Future Meeting Dates

The next regular meeting is scheduled November 15, 2017 at 3:00 p.m.

The December meeting has been rescheduled to December 13, 2017 at 3:00 p.m.

VIII. Adjournment--Moved, seconded (Hobson/Duque), and unanimously carried to Adjourn at 3:40 p.m. (Duque-aye, Hobson-aye) 2-0