

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

**OFFICIAL MINUTES  
REGULAR BOARD MEETING**

**December 18, 2019**

**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 President, Lynne Peterson.

**B. Flag Salute**

**C. Roll Call**

**Board: President: Lynne Peterson—Present**

**Clerk: Deann Hobson—Present**

**Member: Jason Duque—Present**

**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, Peterson-aye) 3-0**

**G. Organizational**

**1. Election and Swearing in of Officers and Committee Representatives**

**a. President—Moved, seconded (Hobson/Duque), and unanimously carried to elect Lynne Peterson as Board President. (Duque-aye, Hobson-aye, and Peterson-aye)3-0**

**b. Clerk— Moved, seconded (Duque/Peterson), and unanimously carried to elect Deann Hobson as Board Clerk. (Duque-aye, Hobson-aye, and Peterson-aye) 3-0**

**c. County Committee on School District Organization Representative— Moved, seconded (Hobson/Peterson), and unanimously carried to elect Jason Duque as County Committee on School District Organization Representative. (Duque-aye, Hobson-aye, and Peterson-aye) 3-0**

**2. Set Date, Time, and Place of Meetings**

**3. Certification of Signatures**

**4. Newly elected President assumes leadership of the meeting**

**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. VCOE**—In accordance with Ed. Code Sections 52070 and 42127, the VCOE has reviewed the Local Control Accountability Plan (LCAP) and adopted budget of Santa Clara Elementary School District for fiscal year 2019-20. The County Superintendent of Schools has approved the 2019-20 LCAP and adopted budget based on their review dated 9/12/19.

**D. CBO Report**

**1. Local Control Funding Formula/Local Control Accountability Plan**—The CBO will provide current information regarding the LCFF and the LCAP for Board discussion.

**E. Classroom Visitation**

**F. Principal's Report**

**1. William's Quarterly Report**—The quarterly report was submitted for October 2019. 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.

**4. LCAP**—The principal will give an update of the local indicators in the Dashboard.

**5. CA Voting Rights Act**—The California Voting Rights Act (CVRA) will be discussed.

**G. Enrollment**--There are 57 students enrolled for the 2019-20 school year; 15 K-1<sup>st</sup>, 18 2<sup>nd</sup>-3<sup>rd</sup>, and 24 4<sup>th</sup>-6<sup>th</sup>.

**H. Calendar**

- 1. November Calendar**
- 2. December Calendar**
- 3. January 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 19, 2019 regular meeting**
- 2. Finance and Purchasing**
  - 2.1 Monthly Board Report September 2019**
  - 2.2 Monthly Board Report October 2019**
  - 2.3 Monthly Board Report November 2019**

**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. Santa Clara Elementary School District**—The Annual Organizational Meeting of the Governing Board is scheduled for Wednesday, December 18, 2019 at 3:00 p.m. **Recommend approval.**

**2. VCOE Technology Services**—The Technology Service Level Agreement for 2019-20 in the amount of \$2,500. **Recommend approval.**

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

**3. First Interim Report 2019-20**—Local agency governing boards are required to certify twice a year regarding their ability to meet their financial obligations for the remainder of the current fiscal year and for the subsequent two fiscal years, in accordance with Education Code Section 42131. The First Interim Report covers the financial and budgetary status for the period ending October 31, 2019. **Recommend approval.**

**Moved, seconded (Duque/Peterson), and unanimously carried to approve the First Interim Report 2019-20. (Duque-aye, Hobson-aye, Peterson-aye) 3-0**

**D. Resolutions**

**1. Resolution #19-20-03 National Red Ribbon Week**—Santa Clara will observe the week of 10/21/19-10/25/19 by encouraging all citizenry in celebrating healthy choices and positive models for living drug free. **Recommend approval.**

**2. Resolution #19-20-04—Annual Accounting and Five-Year Accounting of Development Fees for Fiscal Year 2018-19 in the Developer Fee Fund(s)**— Government Code sections 66001 and 66006 require school districts collecting statutory school facilities fees to take certain actions to comply with these requirements. The purpose of this Resolution is to comply with these requirements. **Recommend approval of Resolution and Report.**

**3. Resolution #19-20-05**—2020 Census Partnership with Ventura County. **Recommend approval.**

**Moved, seconded (Duque/Hobson), and unanimously carried to approve Resolutions #19-20-03, 19-20-04, and 19-20-05. (Duque-aye, Hobson-aye, Peterson-aye) 3-0**

**E. Personnel**

**1. Resignation of personnel #68. Recommend approval.**

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

**2. Classified Substitute Salary Schedule. Recommend approval.**

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

**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. Public DOC Lottery for the 2020-2021 School Year**

**B. Future Meeting Dates**

**The next regular meeting is scheduled January 15, 2020 at 3:00 p.m.**

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