

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

**OFFICIAL MINUTES
REGULAR BOARD MEETING**

August 22, 2018

3:00 p.m.

Santa Clara Schoolhouse

I. Preliminary

- A. Call to Order**—The meeting was called to order at 3:03 p.m. by Board President, Jason Duque.
- B. Flag Salute**
- C. Roll Call**
 - Board:** **President: Jason Duque--Present**
 Clerk: Lynne Peterson--Absent
 Member: Deann Hobson--Present
 - CBO: Tami Peterson--Present**
 Teacher/Principal: Kari Skidmore--Present
- D. Welcome Guests**
- E. Emergency Additions to the Agenda**
- F. Approval of Agenda**

**Moved, seconded (Hobson/Duque), 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. Rotary Club of Santa Paula**—The invitation to the New Teacher Welcome BBQ on September 17, 2018 at 5:30 p.m. at the Wilson Ranch was sent to S.C. staff and school board members.

D. CBO Report

E. Classroom Visitation

F. Principal's Report

1. **Staff Development 2018-19**—The principal will share the planned staff development for the 2018-19 school year.
2. **CAASPP Results 2018**—The principal will share the results.
3. **Williams Uniform Complaints**—The quarterly report was submitted to the VCOE for July of 2018 as per Ed. Code 35186.
4. **PTO/SSC Report**—The agendas/minutes are included for the Board’s Review.
5. **Parent letters**-The principal letters that have been sent to date are included.

G. Enrollment-- There are 59 students enrolled for the 2018-19 school year; 17 K-1st, 18 2nd-3rd, and 24 4th-6th.

H. Calendar

1. **September 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 June 20, 2018 regular meeting**
2. **Finance and Purchasing**
 - 2.1 **Monthly Board Report-June 2018**
 - 2.2 **Monthly Board Report-July 2018**

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. **Review, discussion, and approval of the Projected Field Trips 2018-19--** The field trips are submitted to the Board for approval, subject to minor changes due to scheduling. Students will attend field trips based on home-room assignments. Each class will participate in 4 field trips, including the school-wide “secret field trip” and the annual Mupu track meet. **Recommend approval.**

Moved, seconded (Hobson/Duque), and unanimously carried to approve the Projected Field Trips 2018-19. (Duque-aye, Hobson-aye) 2-0

2. **Review, discussion, and approval of the Goals and Objectives 2018-19**—The Goals and Objectives will be discussed and developed by the Board. **Recommend approval**

Moved, seconded (Hobson/Duque), and unanimously carried to approve the Goals and Objectives 2018-19. (Duque-aye, Hobson-aye) 2-0

3. **Review, discussion, and approval of the 2017-18 Unaudited Actuals**
Education Code 41023 & 42100 requires that on or before September 15, the governing board of each school district shall approve, on a form prescribed by the Superintendent of Public Instruction, an annual statement of all receipts and expenditures of the district for the preceding fiscal year and shall file the statement with the county superintendent of schools. The attached report has been prepared using the required guidelines. **Recommend approval.**

Moved, seconded (Duque/Hobson), and unanimously carried to approve the 2017-18 Unaudited Actuals. (Duque-aye, Hobson-aye) 2-0

4. **Contracts:**
 - a. **VCOE—Technology Services 7/1/18-6/30/19**
 - b. **VCOE—Q Student Information System Service Level Agreements 7/1/18-6/30/19**
 - c. **Ventura County SELPA—Social/Emotional Services Specialist 9/1/18-7/31/19**

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

D. Resolutions

1. Resolution #18-19-01—The Gann Limit

School agencies must perform Gann Limit Calculations because they are a constitutional requirement. Also, it is important that school agencies do these calculations to identify how much state aid counts toward the agency's Gann Limit, so that the State of California knows how much state aid counts toward its own Gann Limit. **Recommend approval.**

Moved, seconded (Duque/Hobson), and unanimously carried to approve Resolution #18-19 01—The Gann Limit. (Duque-aye, Hobson-aye) 2-0

E. Personnel

1. **Instructional Aide Position #13—Ratify the hiring of Maria Mayes for the position. Recommend approval.**
2. **Instructional Aide Position #9—Ratify the hiring of Chantee Santiago for the position. Recommend approval.**
3. **Personnel #15—One time stipend to manage the lunch program within regular work schedule of 7 hours per day. Recommend approval.**
4. **Music Instructor Position #11/Substitute Teacher --Ratify the hiring Elizabeth Frey for the positons. Recommend approval**
5. **Resignation of Teacher, Ginger Bogna—Recommend approval.**
6. **Teacher --Ratify the hiring of Natasha Robinett for the positon. Recommend approval.**

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

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 Hearing—Regarding the Sufficiency and Insufficiency of Instructional Materials 2018-19**
- B. **Future Meeting Dates**

The next regular meeting is scheduled for September 19, 2018.

VIII. Adjournment-- Moved, seconded (Hobson/Duque), and unanimously carried to Adjourn at 3:38 p.m. (Duque-aye, Hobson-aye) 2-0