

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

**OFFICIAL MINUTES
REGULAR BOARD MEETING**

September 28, 2022

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, Lynne Peterson.

B. Flag Salute

C. Roll Call

Board: **President: Lynne Peterson-Present**
 Clerk: Jason Duque-Present 3:06m p.m.
 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 (Hobson/Peterson), and unanimously carried to approve the agenda.
(Hobson-aye, Peterson-aye) 2-0**

II. Public Hearing

A. Public Hearing Regarding the Sufficiency and Insufficiency of Instructional Materials—The adoption of Resolution #22-23-01 is necessary in order to continue to receive State textbook and instructional materials funding. During the 2022-23 school year, the district had sufficient funds to purchase instructional materials for students in grades K-6th in English/Language Arts, Mathematics, History/Social Science and Science.

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

1. VCSSFA-Coverage Documents for the Period July 1, 2022-July 1, 2023

2. **VCOE**—The Ventura County Office of Education has reviewed and approved the 2022-23 Adopted Budget report and Local Control Accountability Plan (LCAP) for compliance with Education Codes 42127 and 52070. Approval letter dated September 15, 2022.
3. **County of Ventura, County Clerk-Recorder**—The letter dated August 30, 2022, states that the number of candidates that filed nomination papers did not exceed the number of offices to be filed in Santa Clara School District for Trustee Areas 1 and 2. Therefore, no election will be held in Trustee Areas 1 and 2. These terms shall commence on December 9, 2022 and expire on December 11, 2026.

D. CBO Report

E. Classroom Visitation

F. Principal's Report

1. **Art/Music Programs**—All S.C. students will participate in art and music classes this year. Music classes began 9/6 with Mr. Sonny. Students in grades 4-6 will participate in band. We are offering an afterschool music/band enrichment class for students in grades 1st-6th. We have contracted with the Artist in the Classroom for visual art and drama classes for all students. We will showcase the art at an Open House/Art Fair in the spring and music at our Winter Music Program and Promotion Celebration. We will feature an "Artist and a Composer of the Month". Students in grades K-6th will perform in an all school musical in the spring.
2. **CAASPP Results 2022**—The principal will share the results
3. **Tutoring Program**—Students were recommended for tutoring groups based on performance in the classroom and on district/state assessment. RTI is being provided in small groups and one on one using the Sonday Reading Intervention Program.
4. **PTO/SSC Report**—The agendas/minutes are included for the Board's review.
5. **Parent letters**-The principal letters are included for the Board's review.

G. Enrollment—There are 55 students enrolled for the 2022-23 school year; 14 K-1st, 16 2nd-3rd, and 25 4th-6th.

H. Calendar

1. **October 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 August 17, 2022 regular meeting**
2. **Finance and Purchasing**
 - 2.1 **Monthly Board Report**

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

B. Old Business

C. New Business

1. **Review, discussion, and approval of the 2022-23 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 discussion/approval.**

Moved, seconded (Duque/Hobson), and unanimously carried to approve the 2022-23 Unaudited Actuals. (Duque-aye, Hobson-aye, Peterson-aye) 3-0

2. **Review, discussion, and approval of the 2022-23 Contract for Food Services**
SPUSD will provide meals that comply with the nutrition standards established by the US Department of Agriculture for the National Lunch Program to Santa Clara Students. All student lunches are free for the 2022-23 school year. The term of the agreement is August 23, 2022 through June 9, 2023. **Recommend discussion/approval.**

Moved, seconded (Duque/Hobson), and unanimously carried to approve the 2022-23 Contract for Food Services. (Duque-aye, Hobson-aye, Peterson-aye) 3-0

3. **Review, discussion, and approval of the 2022-23 Agreement for K-8 Library Support Services**
VCOE and Santa Clara Elementary School District will work together to promote effective library services for up to 24 hours of support at a rate of \$2,640. The term of the agreement is August 1, 2022 through June 30, 2023. **Recommend discussion/approval.**

Moved, seconded (Hobson/Peterson), and unanimously carried to approve the 2022-23 Agreement for K-8 Library Support Services. (Duque-aye, Hobson-aye, Peterson-aye) 3-0

4. **Review, discussion, and approval of the 2022-2025 License Agreement for Push Play PE Program**
Push Play PE will provide access to the standards-based web video library in the form of web links for grades K-6th, at a 3 year rate of \$1,470. The term of the agreement is for 3 years, 2022-2025. **Recommend discussion/approval.**

Moved, seconded (Peterson/Duque), and unanimously carried to approve the 2022-2025 License Agreement for Push Play PE Program. (Duque-aye, Hobson-aye, Peterson-aye) 3-0

5. **Prop 30 Spending Plan for Fiscal Year 2021-22**
Education Protection Account. **Recommend discussion/approval.**

Moved, seconded (Hobson/Peterson), and unanimously carried to approve the Prop 30 Spending Plan for Fiscal Year 2021-22. (Duque-aye, Hobson-aye, Peterson-aye) 3-0

6. **Field Trips 2022-23 School Year**—Each class will take 4 field trips, including the Mupu Track Meet and the Secret Field Trip. **Recommend discussion/approval.**

Moved, seconded (Duque/Peterson), and unanimously carried to approve the Field Trips 2022-23 School Year. (Duque-aye, Hobson-aye, Peterson-aye) 3-0

D. Resolutions

1. Resolution #22-23-01—Sufficiency or Insufficiency of Instructional Materials

The Board must make a determination by resolution as to whether each pupil in the district has sufficient instructional materials in reading/language arts, mathematics, science, and history-social science that are consistent with the content cycles of the curriculum frameworks. If the Board determines that the District does not meet the criteria, then information on the reasons why the District does not meet the established criteria must be provided. At the same time, the Board must outline the action that will be taken to insure that each pupil will have sufficient materials.

Recommend discussion/approval.

Moved, seconded (Peterson/Hobson), and unanimously carried to approve Resolution #22 23-01. (Duque-aye, Hobson-aye, Peterson-aye) 3-0

2. Resolution #22-23-02—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 discussion/approval**

Moved, seconded (Hobson/Peterson), and unanimously carried to approve Resolution #22 23-02. (Duque-aye, Hobson-aye, Peterson-aye) 3-0

E. Personnel

**1. Ratify the hiring of Substitute Teacher, Sebastian Montoya, as of 9/9/22.
Recommend approval.**

**Moved, seconded (Duque/Peterson), and unanimously carried to ratify the hiring of
Substitute Teacher, Sebastian Montoya. (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

B. Future Meeting Dates

The next regular meeting is scheduled October 19, 2022 at 3:00 p.m.

VIII. Adjournment

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