

**CUYAMA JOINT UNIFIED SCHOOL DISTRICT
REGULAR BOARD MEETING
Thursday, December 5, 2013, 6:00 P.M.
Board Room, Cuyama Elementary School
2300 Highway 166, Cuyama, CA
Minutes**

I. The meeting was called to order by Superintendent, Roland Maier at 6:02 p.m.

<u>ROLL CALL:</u> Richard Ray	<u> P </u>	Roland Maier	<u> P </u>
Michael Mann	<u> P </u>	Superintendent	
Tamra Cloud	<u> P </u>		
Trudi Callaway	<u> P </u>	Chris Rahe	<u> P </u>
Paul Weirum	<u> P </u>	Chief Business Official	

FLAG SALUTE: Led by Mrs. Whitney Goller

II. PUBLIC FORUM/HEARING:

Citizens may address the Board of Education at this time. Following recognition by the president, each speaker may have the floor for five minutes. Persons addressing the Board are requested to give name, address, and the group or organization they represent, if any, in order that an accurate record can be made in the minutes. Items not appearing on the agenda cannot, by law, be the subject of Board action. Such items may be placed on future agendas for full discussion and/or action.

III. ORGANIZATIONAL MEETING:

Election of Officers: Annually, the Board of Trustees must elect officers to serve as President, Clerk, and Board Representative to the County Committee on School District Organization until the next Organizational Meeting. The Superintendent will conduct the meeting until the election of the new Board President to whom the chair will be given. The new Board President will continue with the remainder of the meeting.

A. ELECTION OF THE PRESIDENT:

Trustee Weirum nominated Trustee Ray and Trustee _____ nominated Trustee _____ as President until the next Organizational Meeting.

It was moved by Trustee Weirum and seconded by Trustee Callaway to close nominations for the office of President and proceed with voting.

Vote: Trustee Ray received 5 votes.
Trustee _____ received _____ votes.

Trustee Ray was officially seated as President of the Governing Board and will preside over the remainder of the meeting.

B. ELECTION OF THE CLERK OF THE BOARD:

Trustee Callaway nominated Trustee Cloud and Trustee _____ nominated Trustee _____ as Clerk until the next Organizational Meeting.

It was moved by Trustee Callaway and seconded by Trustee Mann to close nominations for the office of Clerk and proceed with voting.

Vote: Trustee Cloud received 5 votes.
Trustee _____ received _____ votes.

Trustee Cloud was officially seated as Clerk of the Governing Board.

C. ELECTION OF THE BOARD REPRESENTATIVE TO THE COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION AND ALTERNATE:

Trustee Cloud nominated Trustee Weirum and Trustee _____ nominated Trustee _____ as Representative until the next Organizational Meeting.

It was moved by Trustee Cloud and seconded by Trustee Callaway to close nominations for the office of Representative and proceed with voting.

Vote: Trustee Weirum received 5 votes.
Trustee _____ received _____ votes.

Trustee Weirum was officially seated as Representative of the Governing Board.

Trustee Ray nominated Trustee Callaway and Trustee _____ nominated Trustee _____ as Alternate Representative until the next Organizational Meeting.

It was moved by Trustee Ray and seconded by Trustee Weirum to close nominations for the office of Alternate Representative and proceed with voting.

Vote: Trustee Callaway received 5 votes.
Trustee _____ received _____ votes.

Trustee Callaway was officially seated as Alternate Representative of the Governing Board.

D. BOARD MEETING CALENDAR: It is requested that the Board set a regular meeting time, place and date for all regular meetings.

Motion: To hold regular board meetings on the second Thursday of each month at 6:00 p.m. at the Cuyama Elementary School Board Room.

Moved by: Mr. Richard Ray 2nd: Ms. Tamra Cloud

Vote: Yes: 5 No: 0 Abstain: 0 Absent: 0

IV. CONSENT AGENDA:

All items listed are considered to be routine and non-controversial. Consent items will be considered first and may be approved by one motion if no member of the CJUSD Board or audience wishes to comment or ask questions. If comment or discussion is desired by anyone, the item will be removed from the consent agenda and will be considered in the listed sequence with an opportunity for any member of the public to address the CJUSD Board concerning the item before action is taken.

- | | |
|---|---------|
| A. Minutes of November 14, 2013 Regular Board Meeting | 1 - 5 |
| B. Minutes of November 14, 2013 Special Board Meeting | 6 - 7 |
| C. Warrant Listing# 2014-09 \$35,586.64 | 8 - 11 |
| D. Maintenance & Transportation Report- Receive & File | 12 |
| E. Extension of Personal Necessity for Mr. Leland "Biff" Charlton | 13 |
| F. Student Field Trip Request | 14 - 15 |
| G. Cuyama Valley High School Textbook Discard Items | 16 - 19 |

Moved by: Mr. Mike Mann 2nd: Ms. Tamra Cloud
Vote: Yes: 5 No: 0 Abstain: 0 Absent: 0

V. HIGH SCHOOL STUDENT BODY REPORT(S):

- A. High School ASB Report
CVHS hosted a pumpkin patch for the elementary school students. The children were able to enjoy games, hay rides, food and face painting. Many HS students received community service hours for participating. On November 16, staff and students took part in the dedication of the memorial plaque to Sgt. Chris Muniz. An American flag was formally folded and presented to his family in front of the whole school. Our school is also getting involved in the Season for Hope Canned Food Drive. The football team made it to the semi-finals for CIF Southern Section. Volleyball came out of the season in fifth place for their league. The girls' basketball team has four games scheduled for next week, while the boys only have one game. The Junior class will be selling tamales for a class fundraiser. Seniors are focusing on their senior projects. ASB is involved in the annual Christmas Bizarre, with Mr. Callaway and several students in charge of the BBQ, which raises money for the scholarship fund.
- B. High School Athletics Report
The Volleyball team had an exciting and competitive season. In addition to a great coaching job, Kendy Fetterman developed a program to involve elementary girls in developing skills before they reach high school. The football team won League Champion, once again. They were in the top four teams of CIF – Southern Section. Basketball is starting this week, with the girl's varsity traveling to a tournament at Valley Christian in Santa Maria, while our boys will be hosting the "Early Christmas Tournament" Saturday 12/07/13, starting at 8:30 a.m., in the Cuyama gym.
- C. High School FFA Report
NONE.

VI. ELEMENTARY SCHOOL STUDENT BODY REPORT(S):

- A. Elementary School ASB Report
NONE.

VII. BOARD REPORTS:

Mr. Richard Ray reported that Eric Callaway had disked the front area along the highway, and hopes to drag and level the field this weekend. The plan is to plant the grass seed in approximately two weeks.

VIII. SUPERINTENDENT'S REPORT:

Mr. Maier reported that our enrollment at both schools is holding. The ASES program will be adjourning at 4:45 p.m. on Fridays. Mrs. Poletti reported that all equipment is in the kitchens. Pam Mitzel is washing dishes at the HS and Judy Bray is washing dishes at the ES. Two chefs from the Orfalea Foundation will be spending time with both cooks. Our two cooks and manager will be observing a kitchen in Solvang to learn more techniques of scratch cooking. Mr. Maier gave an informative PowerPoint presentation on Smarter Balanced Assessment. Parent conferences at the Elementary went well, with three teachers having 100% attendance. Mr. Maier presented information on new Common Core Standards Plus Instructional Materials. The board felt that these materials would be beneficial to the teachers, and approved the purchase of Language Arts materials for K-8, and Math materials for grades 6-8, costing approximately \$6000 to \$7,000. A vehicle inventory list was presented to consider some of the older unused vehicles being discarded. The Five-year Maintenance/Operations Plan was looked at again, in order to see what has been completed, and what is to come. A copy of our school newsletter was presented, with Mrs. Whitney Goller being thanked for the hard work she is doing putting this newsletter together.

IX. FINANCIAL REPORT:

- A. Expenditure Report
- B. Payroll Report

X. EXCLUSIVE REPRESENTATION:

NONE.

XI. DISCUSSION ITEM(S):

- A. Accelerated Reader Program

Mrs. Robin Mounts, librarian, explained to the Governing Board how the Accelerated Reader Program works. She showed board members, examples of books and how they are rated. She also said the students seemed to really enjoy the program, and gained confidence with the online tests. Mrs. Mounts said that she has seen great improvement in many students.

XII. INFORMATION ITEM(S):

- A. Legal fees to date- no new fees.
- B. Rental expenditure and revenue report.

XIII. ACTION ITEMS:

- A. RESOLUTION # 2014-05 FOR AUTHORIZED SIGNATURES: The Board approved the following resolution #2014-05 for authorized signatures to be effective December 5, 2013.
20 - 31

1. Certification of Governing Board Action
Any signature of the following signatures is required

Board Clerk: Tamra Cloud
Superintendent: Roland Maier
Chief Business Official: Christine Rahe

2. District Personnel Approved by the Board to Act as District Agents

- | | |
|---|---|
| (a) Release of Commercial
and Payroll Warrants: | Roland Maier, Superintendent
Christine Rahe, Chief Business Official
Whitney Goller, Administrative Assistant |
| (b) Payroll Authorization: | Roland Maier, Superintendent
Christine Rahe, Chief Business Official
Whitney Goller, Administrative Assistant |
| (c) Commercial Warrants
Authorization: | Roland Maier, Superintendent
Christine Rahe, Chief Business Official
Whitney Goller, Administrative Assistant |
| (d) Contracts: | Roland Maier, Superintendent
Christine Rahe, Chief Business Official
Whitney Goller, Administrative Assistant |
| (e) Cash and Budget Transfers: | Roland Maier, Superintendent
Christine Rahe, Chief Business Official |
| (f) CJUSD Cash Clearing Fund: | Roland Maier, Superintendent
Christine Rahe, Chief Business Official
Whitney Goller, Administrative Assistant |
| (g) Cuyama Valley High School
Associated Student Body: | Roland Maier, Superintendent
Christine Rahe, Chief Business Officer
Whitney Goller, Administrative Assistant
Barbara Cole, High School Secretary |
| (h) Cuyama Elementary School
Associated Student Body: | Roland Maier, Superintendent
Christine Rahe, Chief Business Officer
Whitney Goller, Administrative Assistant |
| (i) CJUSD FFA Account: | Roland Maier, Superintendent
Christine Rahe, Chief Business Officer
Whitney Goller, Administrative Assistant
Barbara Cole, High School Secretary |
| (j) Cuyama Valley High School
Athletic Fund: | Roland Maier, Superintendent
Christine Rahe, Chief Business Officer
Whitney Goller, Administrative Assistant
Barbara Cole, High School Secretary |

Moved by: Mr. Paul Weirum 2nd: Ms. Tamra Cloud

ROLL CALL:

Richard Ray	<u> Y </u>
Michael Mann	<u> Y </u>
Tamra Cloud	<u> Y </u>
Trudi Callaway	<u> Y </u>
Paul Weirum	<u> Y </u>

- B. 1ST INTERIM BUDGET REPORT: The Board approved the 1st Interim Budget Report for 2013-2014 as presented. **C. RAHE WILL SEND VIA EMAIL**

Moved by: Mr. Mike Mann 2nd: Mr. Paul Weirum
Vote: Yes: 5 No: 0 Abstain: 0 Absent: 0

- C. 2014 BOARD MEETING CALENDAR: The Board approved the 2014 Board Meeting Calendar. **32**

Moved by: Ms. Tamra Cloud 2nd: Mrs. Trudi Callaway
Vote: Yes: 5 No: 0 Abstain: 0 Absent: 0

- D. 2012-2013 FINANCIAL AUDIT CERTIFICATION: The Board approved the Financial Audit Report for the fiscal year ending June 30, 2013.

Available for viewing in D.O.

Moved by: Ms. Tamra Cloud 2nd: Mr. Mike Mann
Vote: Yes: 5 No: 0 Abstain: 0 Absent: 0

- E. UNITED STATES GEOLOGICAL SURVEY (USGS) PERMISSION REQUEST: The Board approved the USGS permission request to install additional seismic equipment adjacent to GPS instrumentation that is currently on the CVHS property. **33 - 66**

Moved by: Mr. Mike Mann 2nd: Ms. Tamra Cloud
Vote: Yes: 5 No: 0 Abstain: 0 Absent: 0

- F. BOARD POLICY & ADMINISTRATIVE REGULATION UPDATE: The Board approved the second reading of the following Board Policy & Administrative Regulation:

- | | | |
|--------------|-----------------------------|----------------|
| 1. BP 1312.3 | Uniform Complaint Procedure | 67 - 70 |
| 2. AR 1312.3 | Uniform Complaint Procedure | 71 - 76 |

Moved by: Mr. Paul Weirum 2nd: Mrs. Trudi Callaway
Vote: Yes: 5 No: 0 Abstain: 0 Absent: 0

G. TOBACCO-USE PREVENTION EDUCATION (TUPE) TIER 1, COHORT J GRANT PROPOSAL: The Board approved the Tobacco-Use Prevention Education (TUPE) Program proposal for the July 1, 2014 to June 30, 2017 term.

77 - 84

Moved by: Ms. Tamra Cloud 2nd: Mr. Paul Weirum
Vote: Yes: 5 No: 0 Abstain: 0 Absent: 0

H. ITEMS PULLED FROM CONSENT AGENDA:

1. NONE.
- 2.

Moved by: _____ 2nd: _____
Vote: Yes: ___ No: ___ Abstain: ___ Absent: ___

XIV. CLOSED SESSION:

NOTE: The Brown Act permits the Board to consider certain matters in closed session, in limited circumstances. The Board will consider and may act upon any of the items described below in closed session. The Brown Act requires that the Board report out certain actions taken in closed session, which will be announced following the closed session. WITH LIMITED EXCEPTIONS, THE LAW REQUIRES THAT INFORMATION DISCLOSED IN CLOSED SESSION REMAIN CONFIDENTIAL.

- A. Under California Government Code 54957 Certificated and Classified Personnel changes. The Board will be asked to review and approve a number of transfers, reassignments, promotions, evaluations, terminations, resignations and hiring reported by the Superintendent.
- B. NEGOTIATIONS WITH EMPLOYEE ORGANIZATION
Employee Organization: Classified Confidential/Management
- C. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Job Title: Superintendent

The Board adjourned into closed session at 8:16 p.m.

The Board returned to open session at 9:30 p.m.

XV. REPORT OF ACTIONS TAKEN IN CLOSED SESSION:

- A. Discussion with no action taken.
- B. Salary Schedule for Classified Confidential/Management is to be raised 3.5% beginning December 1, 2013.

Roll Call Vote:	Richard Ray	Yes
	Mike Mann	Yes
	Tamra Cloud	Yes
	Trudi Callaway	Yes
	Paul Weirum	Abstain

- D. Information, no action taken.

The next regularly scheduled Board meeting is January 9, 2014.

XVI. ADJOURNMENT: The Regular Board Meeting was adjourned at 9:33 p.m.

Moved by: Mr. Mike Mann 2nd: Mrs. Trudi Callaway
Vote: Yes: 5 No: 0 Abstain: 0 Absent: 0

Materials prepared in connection with an item on the regular session agenda may be reviewed in the Superintendent's Office 72 hours in advance of the meeting and will be available for public inspection at the meeting. An individual who requires disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the Board meeting should contact the Superintendent or designee. (Government Code 54954.2)

Board Clerk