

**CUYAMA JOINT UNIFIED SCHOOL DISTRICT
REGULAR BOARD MEETING
Thursday, December 10, 2015, 6:00 P.M.
Board Room, Cuyama Elementary School
2300 Highway 166, Cuyama, CA
Agenda**

I. The meeting will be called to order by Superintendent, F. Paul Chounet at _____p.m.

ROLL CALL: Michael Mann _____ F. Paul Chounet _____
Tamra Cloud _____ Superintendent
Trudi Callaway _____
Jose Valenzuela _____ Chris Rahe _____
Juan Gonzalez _____ Chief Business Official

FLAG SALUTE: Led by _____

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

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

Vote: Trustee _____ received ____ votes.
Trustee _____ received ____ votes.

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

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

Vote: Trustee _____ received ____ votes.
Trustee _____ received ____ votes.

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

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

Vote: Trustee _____ received ____ votes.
Trustee _____ received ____ votes.

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

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

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

Vote: Trustee _____ received ____ votes.
Trustee _____ received ____ votes.

Trustee _____ 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.

Moved By: _____ 2nd By: _____

Roll Call Vote:

Michael Mann___ Tamra Cloud___ Trudi Callaway___ Jose Valenzuela___ Juan Gonzalez___

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 12, 2015 Regular Board Meeting	1 - 5
B. Warrant Listing #2016-10 \$54,719.10	6
C. Warrant Listing #2016-12 \$3,554.37	7
D. Warrant Listing #2016-13 \$45,590.05	Will be emailed when available from SBCEO
E. Maintenance & Transportation Report- Receive & File	8
F. Student Field Trip Request(s)	9 - 11
G. Isom Advisors Consulting Services Agreement	12 - 20

Moved By: _____ 2nd By: _____

Roll Call Vote:

Michael Mann___ Tamra Cloud___ Trudi Callaway___ Paul Weirum___ Juan Gonzalez___

V. HIGH SCHOOL STUDENT BODY REPORT(S):

- A. High School ASB Report
- B. High School Athletics Report
- C. High School FFA Report

VI. ELEMENTARY SCHOOL STUDENT BODY REPORT(S):

- A. Elementary School ASB Report

VII. BOARD REPORT(S):

VIII. SUPERINTENDENT’S REPORT:

IX. FINANCIAL REPORT(S):

- A. Expenditure Report
- B. Payroll Report

X. EXCLUSIVE REPRESENTATION:

XI. DISCUSSION/INFORMATION ITEM(S):

1. Legal fees to date- no new fees.
2. Rental expenditure and revenue report.
3. Election of Members to the County Committee

XII. ACTION ITEM(S):

A. RESOLUTION # 2016-02 FOR AUTHORIZED SIGNATURES: The Board to consider approving the following resolution #2016-02 for authorized signatures to be effective December 10, 2015.

1. Certification of Governing Board Action

Any signature of the following signatures is required

Board Clerk: _____

Superintendent: F. Paul Chounet

Chief Business Official: Christine Rahe

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

- (a) Release of Commercial and Payroll Warrants: F. Paul Chounet, Superintendent
Christine Rahe, Chief Business Official
Whitney Goller, Administrative Assistant

- (b) Payroll Authorization: F. Paul Chounet, Superintendent
Christine Rahe, Chief Business Official
Whitney Goller, Administrative Assistant

- (c) Commercial Warrants Authorization: F. Paul Chounet, Superintendent
Christine Rahe, Chief Business Official
Whitney Goller, Administrative Assistant

- (d) Contracts: F. Paul Chounet, Superintendent
Christine Rahe, Chief Business Official
Whitney Goller, Administrative Assistant

- (e) Cash and Budget Transfers: F. Paul Chounet, Superintendent
Christine Rahe, Chief Business Official

- (f) CJUSD Cash Clearing Fund: F. Paul Chounet, Superintendent
Christine Rahe, Chief Business Official
Whitney Goller, Administrative Assistant

- (g) Cuyama Valley High School Associated Student Body: F. Paul Chounet, Superintendent
Christine Rahe, Chief Business Officer
Whitney Goller, Administrative Assistant
Barbara Cole, High School Secretary

- (h) Cuyama Elementary School Associated Student Body: F. Paul Chounet, Superintendent
Christine Rahe, Chief Business Officer
Whitney Goller, Administrative Assistant

- (i) CJUSD FFA Account: F. Paul Chounet, Superintendent
Christine Rahe, Chief Business Officer
Whitney Goller, Administrative Assistant
Barbara Cole, High School Secretary

- (j) Cuyama Valley High School Athletic Fund: F. Paul Chounet, Superintendent
Christine Rahe, Chief Business Officer
Whitney Goller, Administrative Assistant
Barbara Cole, High School Secretary

Moved By: _____ 2nd By: _____

Roll Call Vote:

Michael Mann___ Tamra Cloud___ Trudi Callaway___ Jose Valenzuela ___ Juan Gonzalez___

A. BOARD POLICY/ADMINISTRATIVE REGULATIONS UPDATE(S): The Board to consider approving the second reading of the following Board Policies and Administrative Regulations:

- 1. BP 3516: Business and Noninstructional Operations- Emergencies and Disaster Preparedness Plan **21 - 22**
- 2. AR 3516: Business and Noninstructional Operations- Emergencies and Disaster Preparedness Plan **23 - 26**
- 3. BP 3541.2: Business and Noninstructional Operations- Transportation for Students with Disabilities **27 - 28**
- 4. AR 3541.2: Business and Noninstructional Operations- Transportation for Students with Disabilities **29**
- 5. AR 3542: Business and Noninstructional Operations- School Bus Drivers **30 - 35**
- 6. AR 3543: Business and Noninstructional Operations- Transportation Safety and Emergencies **36 - 41**
- 7. BP 3553: Business and Noninstructional Operations- Free and Reduced Price Meals **42 - 44**
- 8. AR 3553: Business and Noninstructional Operations- Free and Reduced Price Meals **45 - 48**
- 9. BP 3554: Business and Noninstructional Operations- Other Food Sales **49 - 50**
- 10. AR 3554: Business and Noninstructional Operations- Other Food Sales **51 - 52**
- 11. BP 3555: Business and Noninstructional Operations- Nutrition Program Compliance **53 - 56**

Moved By: _____ 2nd By: _____

Roll Call Vote:

Michael Mann___ Tamra Cloud___ Trudi Callaway___ Juan Gonzalez___ Jose Valenzuela___

B. BOARD POLICY/ADMINISTRATIVE REGULATIONS UPDATE(S): The Board to consider approving the first reading of the following Board Policies and Administrative Regulations:

- 1. BP 4020: Personnel- Drug & Alcohol-Free Workplace **57 - 59**
- 2. BP 4040: Personnel- Employee Use of Technology **60 - 66**
- 3. AR 4112.23: Personnel- Special Education Staff **67 - 71**
- 4. BP 4112.42, 4212.42, 4312.42: Personnel- Drug & Alcohol Testing For School Bus Drivers **72 - 75**
- 5. AR 4112.42, 4212.42, 4312.42: Personnel- Drug & Alcohol Testing For School Bus Drivers **76 - 80**
- 6. BP 4113: Personnel- Assignment **81 - 83**
- 7. AR 4113: Personnel- Assignment **84 - 85**
- 8. BP 4115: Personnel- Evaluation/Supervision **86 - 87**
- 9. AR 4115: Personnel- Evaluation/Supervision **88 - 89**
- 10. BP 4119.11, 4219.11, 4319.11: Personnel- Sexual Harassment **90 - 92**
- 11. AR 4119.11, 4219.11, 4319.11: Personnel- Sexual Harassment **93 - 95**

Moved By: _____ 2nd By: _____

Roll Call Vote:

Michael Mann___ Tamra Cloud___ Trudi Callaway___ Juan Gonzalez___ Jose Valenzuela___

C. 1ST INTERIM BUDGET REPORT: The Board to consider approving the 1st Interim Budget Report for 2015-2016 as presented. **Available for viewing in D.O.**

Moved By: _____ 2nd By: _____

Roll Call Vote:

Michael Mann___ Tamra Cloud___ Trudi Callaway___ Jose Valenzuela ___ Juan Gonzalez___

D. 2014-2015 FINANCIAL AUDIT CERTIFICATION: The Board to consider approving the Financial Audit Report for the fiscal year ending June 30, 2015. **Available for viewing in D.O.**

Moved By: _____ 2nd By: _____

Roll Call Vote:

Michael Mann___ Tamra Cloud___ Trudi Callaway___ Jose Valenzuela ___ Juan Gonzalez___

E. ITEMS PULLED FROM CONSENT AGENDA:

- 1.
- 2.

Moved By: _____ 2nd By: _____

Roll Call Vote:

Michael Mann___ Tamra Cloud___ Trudi Callaway___ Paul Weirum___ Juan Gonzalez___

XIII. 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.

The Board will adjourn into closed session at _____ p.m.

The Board returned to open session at: _____ p.m.

XIV. REPORT OF ACTIONS TAKEN IN CLOSED SESSION:

A.

The next regularly scheduled Board meeting is January 14, 2016.

XV. ADJOURNMENT: The Regular Board Meeting will adjourn at _____p.m.

Moved By: _____ 2nd By: _____

Roll Call Vote:

Michael Mann____ Tamra Cloud____ Trudi Callaway____ Jose Valenzuela ____ Juan Gonzalez____

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)