

**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
Minutes**

I. The meeting was called to order by Superintendent, F. Paul Chounet at 6:05 p.m.

<u>ROLL CALL:</u>	Michael Mann	<u> P </u>	F. Paul Chounet	<u> P </u>
	Tamra Cloud	<u> A </u>	Superintendent	
	Trudi Callaway	<u> P </u>		
	Jose Valenzuela	<u> P </u>	Chris Rahe	<u> P </u>
	Juan Gonzalez	<u> P </u>	Chief Business Official	

FLAG SALUTE: Led by Ms. Terri Cox

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 Juan Gonzalez nominated Trustee Mike Mann as President until the next Organizational Meeting.

It was moved by Trustee Juan Gonzalez and seconded by Trustee Jose Valenzuela to close nominations for the office of President and proceed with voting.

Vote: Trustee Mike Mann received 4 votes.

Trustee Mike Mann 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 Mike Mann nominated Trustee Trudi Callaway as Clerk until the next Organizational Meeting.

It was moved by Trustee Juan Gonzalez and seconded by Trustee Jose Valenzuela to close nominations for the office of Clerk and proceed with voting.

Vote: Trustee Trudi Callaway received 4 votes.

Trustee Trudi Callaway 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 Mike Mann nominated Trustee Juan Gonzalez as Representative until the next Organizational Meeting.

It was moved by Trustee Juan Gonzalez and seconded by Trustee Jose Valenzuela to close nominations for the office of Representative and proceed with voting.

Vote: Trustee Juan Gonzalez received 4 votes.

Trustee Juan Gonzalez was officially seated as Representative of the Governing Board.

Trustee Mike Mann nominated Trustee Jose Valenzuela as Alternate Representative until the next Organizational Meeting.

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

Vote: Trustee Jose Valenzuela received 4 votes.

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

D. BOARD MEETING CALENDAR: The Board set the 2nd Thursday of each month at 6:00 p.m. in the Meeting Room at the Elementary School as the meeting time, place and date for all regular meetings.

Moved By: Mr. Juan Gonzalez 2nd By: Mrs. Trudi Callaway

Roll Call Vote:

Michael Mann_Y_ Tamra Cloud_A_ Trudi Callaway_Y_ Jose Valenzuela_Y_ Juan Gonzalez_Y_

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 CIUSD 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 **Emailed when available**
 - E. Maintenance & Transportation Report- Receive & File 8
 - F. Student Field Trip Request(s) 9 - 11
 - G. Isom Advisors Consulting Services Agreement 12 – 20
- PULLED AND MOVED TO ITEM XII.E.1.**

Moved By: Mr. Juan Gonzalez 2nd By: Mr. Jose Valenzuela

Roll Call Vote:

Michael Mann_Y_ Tamra Cloud_A_ Trudi Callaway_Y_ Jose Valenzuela_Y_ Juan Gonzalez_Y_

V. HIGH SCHOOL STUDENT BODY REPORT(S):

- A. High School ASB Report

ASB President Damian Medina reported that the volleyball and football seasons have come to an end and everyone is proud of how both teams finished off their year. The volleyball team ended with a record of ten wins and three losses, and made it to the first round of playoffs', while the football team ended with a record of eleven wins and one loss, making it to the semi-finals. Students are looking forward to playing basketball and looking forward to watching the boys' and girls' teams play soon. Pumpkin Patch Day went very well. All the young children came from the elementary school and had a blast. They all seemed like they had a fun time especially when they took a trip through the haunted house that was created by the drama class. We had a good rat of participation from parents as well, which helped make the day a success. CVHS students are working hard to finish up projects of all kinds before school lets out at the end of next week for Christmas break. Everyone can use a break to rest up and get ready to start the new semester in January.
- B. High School Athletics Report

None.
- C. High School FFA Report

FFA chapter officers had the opportunity to participate in a joint chapter meeting with Pioneer, Righetti, and Santa Maria FFA chapters. Our FFA members have been invited to attend Santa Maria public speaking contests for training. Two Cuyama Valley FFA members attended and participated at the 2015 sectional Best Informed Greenhand contest @ Nipomo High School on Nov. 18th. There will be a meeting with Duncan Family Farms & Blue Sky representatives on Nov. 17th and Dec. 3rd, for school farm field planning. Cal Poly, San Luis Obispo will be hosting the South Coast Region CATA Road Show Inservice on Dec. 14th. On Dec. 15th, there is a South Coast Region Consortium Agriculture Advisory Committee meeting at Templeton.

VI. ELEMENTARY SCHOOL STUDENT BODY REPORT(S):

A. Elementary School ASB Report

ASB Secretary, Kenneth Caballero reported that there was a trip to Incredible John's Pizza in Bakersfield for Honor Roll students, who had lots of fun. The Elementary School had parent/teacher conferences to hand out report cards. We had five days for Thanksgiving break and look forward to three weeks for Christmas. Hunter Clift, a fourth grader, beat everybody with 93 AR points, earning a \$20.00 gift card to Target.

VII. BOARD REPORT(S):

Mr. Juan Gonzalez stated that he has received the packet for the county committee.

VIII. SUPERINTENDENT'S REPORT:

Dr. Chounet will be meeting with Blue Skies and Duncan Farms representatives to discuss plans for the school farm. The barley that was planted, has sprouted. Mr. Lebsack has planted six test plots of garlic. Funding for the Tech Grant partnering with Templeton will be approximately \$65,000 to be used to develop ag pathways, the first meeting will be December 15th. Dr. Chounet has applied for the Frontier grant to fund ASES transportation. CJUSD covers 726.3 square miles. Dr. Chounet has submitted the first step of the application for a Career Tech grant which will span three school years for grades 7-12. We will need to restructure the high school, and add counseling to grades 7-8. This restructuring will also be in alignment with recommendations from the WASC committee. CJUSD has less than 142 students between grades 7-12. The district received a 10 passenger van with low miles, and a very clean 2000 Taurus with 129,000 miles on it, from the Westside ROP. We will also be receiving a Ford Aerostar van. The new payroll software used by the district and Santa Barbara County Office will be unable to post a split payroll for the month of December. Both classified and certificated staff will be paid on December 30th. Certificated staff has asked for negotiations to determine if there will be any fiscal impact because of this change. Proposition 39 amount of \$212,000 energy plan with IES has been approved. It is possible that the solar system that CJUSD installed could be applied to the grant. Enrollment is holding steady at the Elementary School with 167 students, and the High School with 70 students. ASES enrollment is at approximately 38 at this time.

IX. FINANCIAL REPORT(S):

- A. Expenditure Report
- B. Payroll Report

X. EXCLUSIVE REPRESENTATION:

None.

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 approved 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: Trudi Callaway
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: Mr. Juan Gonzalez 2nd By: Mr. Jose Valenzuela

Roll Call Vote:

Michael Mann_Y_ Tamra Cloud_A_ Trudi Callaway_Y_ Jose Valenzuela_Y_ Juan Gonzalez_Y_

A. BOARD POLICY/ADMINISTRATIVE REGULATIONS UPDATE(S): The Board approved 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: Mr. Juan Gonzalez 2nd By: Mrs. Trudi Callaway

Roll Call Vote:

Michael Mann_Y_ Tamra Cloud_A_ Trudi Callaway_Y_ Juan Gonzalez_Y_ Jose Valenzuela_Y_

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: Mr. Juan Gonzalez 2nd By: Mr. Jose Valenzuela

Roll Call Vote:

Michael Mann_Y_ Tamra Cloud_A_ Trudi Callaway_Y_ Juan Gonzalez_Y_ Jose Valenzuela_Y_

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

Moved By: Mr. Mike Mann 2nd By: Mr. Juan Gonzalez

Roll Call Vote:

Michael Mann_Y_ Tamra Cloud_A_ Trudi Callaway_Y_ Jose Valenzuela_Y_ Juan Gonzalez_Y_

D. 2014-2015 FINANCIAL AUDIT CERTIFICATION: The Board **tabled** approving the Financial Audit Report for the fiscal year ending June 30, 2015.

Moved By: _____ 2nd By: _____

Roll Call Vote:

Michael Mann___ Tamra Cloud___ Trudi Callaway___ Jose Valenzuela ___ Juan Gonzalez___

E. ITEMS PULLED FROM CONSENT AGENDA:

1. G. Isom Advisors Consulting Services Agreement

Moved By: Mr. Jose Valenzuela 2nd By: Mrs. Trudi Callaway

Roll Call Vote:

Michael Mann_Y_ Tamra Cloud_A_ Trudi Callaway_Y_ Jose Valenzuela_Y_ Juan Gonzalez_Y_

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 adjourned into closed session at 7:12 p.m.

The Board returned to open session at: 7:46 p.m.

XIV. REPORT OF ACTIONS TAKEN IN CLOSED SESSION:

A. Discussion with no action taken.

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

XV. ADJOURNMENT: The Regular Board Meeting adjourned at 7:47 p.m.

Moved By: Mr. Juan Gonzalez 2nd By: Mr. Jose Valenzuela

Roll Call Vote:

Michael Mann_Y_ Tamra Cloud_A_ Trudi Callaway_Y_ Jose Valenzuela_Y_ Juan Gonzalez_Y_

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