



ELK HILLS SCHOOL DISTRICT

TUESDAY, JANUARY 11, 2011 – 9:00 A.M.

BOARD OF EDUCATION – BOARD MEETING MINUTES

DISTRICT BOARD / CONFERENCE ROOM

501 KERN STREET, TUPMAN, CALIFORNIA 93276

Welcome! Audience members desiring to address the Board on any item on the agenda are asked to raise their hand at the time the item is up for discussion. When recognized by the Board President, stand in place or move to the podium and state your name for the record. For items not on the agenda, audience members may address the Board during “public comments.” Each speaker will have three (3) minutes to address the Board during “public comments.” Please understand that the Board does not take action on non-agendized items. Times listed on the agenda are approximate. Every effort will be made to adhere to the time allotted for each item. Please note: Board of Education meetings may be electronically recorded. The Board fully complies with all American with Disabilities Act’s requirements. Anyone needing special accommodation may contact the Superintendent’s office, 661/765-7431, 48 hours prior to the meeting date. **Thank you for your interest in the education of our students.**

ITEM	ITEM DESCRIPTION
1. CALL TO ORDER:	Board president called the meeting to order. Time: 9:08 A.M.
2. PRELIMINARY ITEMS:	
2.1 Welcome	The Board president provided a welcome and introduction to Board meeting proceedings.
2.2 Flag Salute	The Board president asked Student Body President, Alejandra Cota, to lead the flag salute.
2.3 Governance Team Member’s Roll Call	✓Curt Stephens, President ✓Debra Howard, Clerk ABS-Brenda Bennett, Member ✓Scott Meier, Ed.D., Superintendent / Secretary to the Board
2.4 Adoption of Agenda (Consideration for Action)	This item is provided as an opportunity for trustees, through consensus, to approve, re-sequence or table agenda topics. Action: Approved Agenda Curt Stephens Moved: Debra Howard Second: Vote: Aye 2/0
3. PUBLIC COMMENTS:	Those in the audience desiring to address the Board regarding items <u>not</u> on the agenda may do so at this time. Each speaker will have three (3) minutes to address the Board and make a brief statement, express his/her viewpoint, or ask a question regarding matters related to the school system. Please understand that the Board does not take action on non-agendized items. None.
4. REPORTS / PRESENTATIONS:	These items are informational reports or public presentations and in many cases will highlight district and student events and successes.
4.1 Student Body President Report	The Student Body President, Alejandra Cota, provided a report to the Board on student council activities, events and meetings. She shared information on the hosting of the upcoming Basketball tournament for the small schools, new activity center update, and the student store planning.
4.2 Superintendent’s Report (Supplements As Needed)	Dr. Meier provided an update on district events and school activities: <ul style="list-style-type: none"> • New staff member introductions of Phil Allen and Rhonda Landers • Highlights of Holiday Program • Thank You to Oxy for Student Gifts • Facilities Update Due to Storm • Lego Robotics Grant • January / February Event Calendars

5. BUSINESS / FACILITIES / PERSONNEL ITEMS:	These items are provided for Board information, discussion, and/or action.
5.1 Enrollment Report (Supplement)	The Board received an updated report on the current enrollment for 2010-11. The district's current enrollment is 139 . The class sizes and configuration was shared. The Board also reviewed the attendance report showing that the district has a \$15,378.48 loss of state income due to student absences.
5.2 Mid-Year Food Services Report (Supplement)	Dr. Meier provided a mid-year report on our Food Services program. Data was developed and shared from Mrs. Stephens records the first half of the 2010-11 school year.
5.3 Revised Transportation Route Implementation Plan (Supplement)	The Board reviewed the revised bus route implementation plan, that added two bus runs and two bus drivers, approved at the last Board meeting. Many of the changes had been made to the bus schedule due to the growth of the students needing transportation services and to better accommodate our students and families needs. Action: Approval of Implementation Plan and hiring of drivers. Curt Stephens Moved: Debra Howard Second: Vote: Aye 2/0
5.4 Bond Facilities Project Update (Supplements @ Meeting)	The Board received a monthly update report on the current planning for the major upcoming Bond projects. Projects will included the playground enhancements, school roofing project, classroom wing outdoor science areas, and the next solar energy project. The architecture plans are currently being reviewed at Division of State Architect Office.
5.5 Review of Blue Cross Medical Insurance Program Operational Procedures (Supplement @ Meeting)	This item was moved to 9:45 a.m. to accommodate guest. The Board reviewed the district's current coverage from Blue Cross and Raquel Acebedo, representative from Self-Insured School of California (SISC), discussed the operational procedures and answered Board member's questions of the availability and contact information for staff members needing support.
5.6 Audit Report & Approval (Supplement) (Consideration for Action)	Per Board Policy 3460, the district is required to conduct an annual independent audit of financial transactions and make a report to the Board at a public meeting. The intent of the analysis is to look at the District 's financial performance as a whole and to seek ways to best implement the districts financial procedures. Nancy Roberts from the firm, Roberts and James Certified Public Accountants conducted the audit for the 2009-10 Fiscal Year (July 1, 2009-June 30, 2010) and Dr. Meier presented the audit report and provided time for Board questions and discussion. The supplement contained selected pages from the full document. The full audit report is available upon request. Action: Approved Audit Report for 2009-10 School Year Debra Howard Moved: Curt Stephens Second: Vote: Aye 2/0
5.7 Facilities Walk (Supplement)	The Board and interested public members took a walking tour from 11:00-11:50 a.m. of the school's new Activity Center and District-owned houses. The Board continued their discussion from pervious meetings on the options and next steps for the district-owned houses and uses of school district facilities. This item was again placed on the next Board work-session agenda.
6. INSTRUCTIONAL AND GENERAL ITEMS:	These items are provided for Board information, discussion, and/or action.
6.1 Approval of SARC for 2009-10 School Year (Supplement) (Consideration for Action)	Per Board Policy 0510, The Board conducted a review of the School Accountability Report Card (SARC) final draft prepared by our consultant, <i>School Wise Press</i> . The Board made the motion to approve the document to be posted on California Dept. of Education and our District's Websites, and available in print for interested public members in the office by the February 1 st deadline. Action: Approve of 2010-11 SARC (information covering 2009-10 SY) Curt Stephens Moved: Debra Howard Second: Vote: Aye 2/0

7. BOARD TOPICS AND ORGANIZATIONAL ITEMS:	These items are provided for Board information, discussion, and/or action.
7.1 Winter Trustees Dinner Meeting (Supplement) (Consideration for Action)	The Board considered attendance at the annual School Trustees Winter Dinner scheduled for Monday, January 31, 2011 at 5:15 p.m. at the Doubletree Hotel in Bakersfield. Reservations must be made by January 20 th with no refunds after that date. Action: Approval for Board members, spouses, and superintendent to attend dinner meeting at district's expense. Curt Stephens Moved: Debra Howard Second: Vote: Aye 2/0
7.2 Superintendent Evaluation Tool (mid-yr.) (Supplement)	The Board was provided with the Superintendent's mid-year evaluation tool. The Board will use the tool to be ready for closed session discussion at the Special Board meeting scheduled for January 25, 2011 @ 9:00a.m.
7.3 Schools Legal Services Update: Listing of Roster of Public Agencies (Supplement)	The Board reviewed Government Code 53051 requirements and updated the District's Board roster information for state public agency as recommended by Schools Legal Services.
8. CONSENT AGENDA (Consideration for Action-One motion and vote will enact all consent agenda items)	All matters listed under Consent Agenda are considered to be routine or sufficiently supported by prior or accompanying reference materials and information as to not require additional discussion. A motion as referenced below will enact all items. There will be no separate discussion of these items prior to the time the Board of Education votes on the motion unless members of the Board, staff or public request specific items to be removed from the Consent Agenda for separate consideration for action.
8.1 Board Meeting Minutes (Supplement)	Approval of Board meeting minutes for the December 7, 2010 Regular Board meeting. The minutes were amended for items #4.3 & 4.4 and the amended minutes will be placed on the agenda at the February 8 th Board meeting for approval.
8.2 District Payroll Orders (Supplement)	District administration recommends ratification of Payroll Orders: <ul style="list-style-type: none"> • December 15, 2010 for \$ 1,634.16 • December 31, 2010 for \$ 50,766.37
8.3 District Commercial Warrants (Supplement)	District administration recommends ratification of the Commercial Warrants: <ul style="list-style-type: none"> • Batch #14 for Nov. 29, 2010 for \$ 100.80 • Batch #15 for Dec. 8, 2010 for \$ 37,340.63
8.4 First Quarter Report For Williams Uniform Complaints (Supplement)	Per Education Code §35186, each quarter the Board of Education considers approval of the Williams Uniform Complaint Report. The District did not received any Williams Uniform Complaints during the period from Oct. 1-Dec. 31, 2010. District Administration recommends approval of this report.
8.5 Revised Classified Salary Schedule with New Positions (Supplement)	The Board will consider ratification of the revised Classified Salary Schedule with the two new positions: Food Service Aide and Bus Driver/Custodian/Food Service Aide that were approved at the December 7, 2010 Board meeting.
8.6 Personnel Ratifications: Bus Driver & Food Service Aide (Supplement)	Per Board approval and direction at the December 7, 2010 Board Meeting, the superintendent completed the selection and hiring process for two temporary positions for the remainder of the school year. The Board will ratify the final selection of Phil Allen for the Bus Driver/Custodian/Food Service Aide position and Ronda Landers for the Food Service Aide Position.
	The superintendent recommends approval of the consent agenda items 8.1-8.6. Action: All consent agenda items 8.1-8.6 were approved with 8.1 amendments noted. Curt Stephens Moved: Debra Howard Second: Vote: Aye 2/0

9. BOARD REPORTS AND ORGANIZATIONAL ITEMS:	
9.1 Board Members' Reports	This item is provided as an opportunity for trustees to give district related reports and board activities.
9.2 Superintendent's Report	This item is provided as an opportunity for the superintendent to give district related reports and activities.
10. CLOSED SESSION (AS NEEDED)	The Board adjourned to closed session to discuss matters of personnel, security, negotiations, student discipline, litigation, or other matters as authorized by Government Code Sections 35157, 54956.6, 54956.8, 54956.9, 54957, 54957.6, 54957.10 and Education Code Sections 35136, 48912, and 48918. Time: 1:16 p.m.
10.1 Conference with Labor Negotiators	Pursuant to Gov. Code §54957.6, the Board may meet with district labor representative, Dr. Meier.
10.2 Public Employee Performance Evaluation: Superintendent	Pursuant to Gov. Code §54957, the Board may conduct in closed session in a review the mid-year evaluation of the Superintendent, Dr. Meier.
10.3 Public Employee Performance Evaluation	Pursuant to Gov. Code §54957, Superintendent may confer with the Board in closed session in a review of evaluations of one or more staff members.
11. REPORT FROM CLOSED SESSION: (AS NEEDED)	Board president reported no action taken in the closed session. Time: 1:45 p.m. returned to Open Session Reportable Action Taken: No Action Taken
12. ADJOURNMENT:	The next meeting is a Board Worksession and is scheduled for January 25, 2011 @ 9:00 a.m. The next regular Board meeting is scheduled for February 8, 2011 @ 9:00 a.m. Adjournment Time: 1:52 p.m. Debra Howard Moved: Curt Stephens Second: Vote: Aye 2/0