

# Victor Elementary School District

## AGENDA

**REGULAR BOARD MEETING**  
**WED, October 6, 2004, 7:00 pm**

**Location:** Irwin Elem. School 15907 S. Mojave Dr. Victorville, CA

Reasonable Accommodation for any Individual with a Disability: In compliance with the Americans with Disabilities Act, any individual with a disability who requires reasonable accommodation in order to participate in the public meetings of the district's governing board may request assistance by contacting superintendent's office, (760) 245-1691.

### CALL TO ORDER

### ROLL CALL

#### **Members:**

Monte Worle, President; Karen Morgan, Clerk; Ernie Moran, Willie Davis Pringle and Dr. Gabriel Stine

#### **Pledge of Allegiance**

#### **Communication Session**

##### 1. Public Verbal Comments

This communication item is included on the agenda of each regular board meeting to provide an opportunity for citizens to make suggestions or identify concerns about matters affecting the district, or to suggest an item be scheduled for a future agenda. The board may not have complete information available to answer questions and may refer specific concerns to the staff for appropriate attention. Discussion of personnel matters is inappropriate for open session. The board is committed to protecting the privacy interests of district personnel. Should any member of the public wish to discuss a personnel matter, it must first be brought to the attention of the assistant superintendent of personnel services. Speakers are cautioned that under California law, no person is immune from liability for making intentionally false or defamatory comments regarding any person simply because those comments are made at a public meeting.

##### 2. V.E.T.A. Report

##### 3. C.S.E.A. Report

##### 4. Board Members Comments

Individual board members may wish to share information about topics not on the agenda or suggest items for a future agenda.

##### 5. Superintendent's Comments

#### **Information Items**

##### 6. RECEIVE IRWIN SCHOOL REPORT (Mrs. Ceska)

Principal Patricia Ceska and the Irwin School staff will report on their action plan to accomplish the base program.

##### 7. RECEIVE JULY-SEPTEMBER 2004 WORKERS COMPENSATION REPORT (Mr. McClatchey)

The monthly Workers Compensation Report for the period July 2004 through September 2004 will be presented at the board meeting.

##### 8. RECEIVE JULY & AUGUST 2004 CONFERENCE REPORT (Mrs. Young)

Attached is the Conference Report for the months of July and August 2004 for the board's information.

#### **Consent Items**

##### 9. Approve Minutes of the September 8, 2004, Regular Board Meeting.

(click on MINUTES in the left column at the top; then select the Sept. 8, 2004 minutes to review)

##### 10. Approve District Warrants

11. Approval of English Language Acquisition Program (ELAP) Funding Application  
The English Language Acquisition Program (ELAP) funds from the State Department of Education are available to sites serving students in grades 4-8 who are acquiring English as a second language. Districts who accept these funds must provide supplemental services to EL students, keep data on student progress and coordinate funds with other student assistance programs. We are now able to do this and are requesting approval to submit the funding application.  
  
The recommended action to to approve the funding application.
12. Approve Establishing a School Clerk position at the Academy/Irwin Schools
13. Approve Increase in Hours for the Library Media Clerk at Discovery School
14. Approve Donations for Discovery School of a Magic Chef compact free-standing refrigerator, model #440yw-1, to be used for storage of student medication, and of a Sentry Security Safe, serial # Q064049 from the Explorer Parent Support Group.
15. Approve Donations for Liberty School  
Donations from Target Stores in the amount of \$245.05 to be used for instructional materials, from Red Apple in the amount of \$200.00 to be used by the teachers whose rooms were vandalized, and from a parent, Holly LaPat, in the amount of \$35.00 for Mrs. Russell's class due to vandalism.
16. Approve Donation for Sixth Street Prep School from Verizon in the amount of \$57.64 to be used for classroom materials
17. Approve Volunteers for Mojave Vista School
18. Approve Volunteers for Sixth Street Prep School

### **Action Items**

19. ACT TO APPROVE ADDITIONAL BIDS FOR RIDGECREST SCHOOL (Ms. Moon)  
The board previously awarded a partial list of contractor categories for Ridgecrest School. Categories 3 (landscape and irrigation) and 10 (plaster) were rebid. This resulted in a savings of approximately \$30,000.00. In addition, Category 17 (gypsum board and miscellaneous finishes) needs to be awarded at this time.  
  
The recommended action is to approve the bids on Categories 3, 10, and 17 as presented.
20. ACT TO APPROVE NEW AND REVISED BOARD POLICIES (Dr. Baker)  
The attached board policies are presented for the board's approval.
21. ACT TO APPROVE COMMUNITY FACILITIES DISTRICT RESOLUTION 04-14 (Mr. McClatchey)  
We are presenting a resolution that the Board of Trustees of the Victor Elementary School District, acting as the legislative body of Community Facilities District No. 2004-1 of the Victor Elementary School District, authorize the issuance, sale and delivery of its 2004 Special Tax Bonds in a principal amount not to exceed twelve million dollars (\$12,000,000) in accordance with the provisions of this resolution and the fulfillment of the purposes of the 2004 Special Tax Bonds as described in the Fiscal Agent Agreement.  
The recommended action is for the board to approve and adopt Resolution No. 04-14 as presented, and authorize Mick McClatchey, Assistant Superintendent of Administrative & Business Services, to sign all the necessary related documents.
22. ACT TO ESTABLISH CAFETERIA ADMINISTRATIVE MANAGER POSITION AND APPROVE JOB DESCRIPTION (Mrs. Young)  
Administration is recommending that the board establish a new Cafeteria Administrative Manager position for the Nutrition Services Dept.  
  
The recommended action is to approve establishing the Cafeteria Administrative Manager position and approve the attached job description as presented.
23. ACT TO APPROVE EMERGENCY AWARD FOR CONTRACTS WITHOUT BIDS FOR HENRY'S PRIVATE SECURITY (Mr. Creason)  
Our district typically budgets \$5,000 - \$10,000 every year for security guard services for various holiday weekends, winter break,

spring break, etc. However, due to the extensive vandalism that occurred at Liberty School on August 22 while our security alarm system was being upgraded, we felt it was urgent that we provide standing security guard service from August 23 until the security alarm repairs were completed on September 14. This cost, combined with the usual Labor Day guard services used at the rest of our schools, plus the standing guard service needed to protect Challenger from August 20 until the first day of school exceeded the \$15,000 limit allowed to spend without a bid (invoices total \$15,657.25). The recommended action is to approve the Emergency Award of Contracts without Bids for Liberty in the amount of \$3,760.50 and for Challenger in the amount of \$3,892.75.

**Recess**

The board may wish to take a brief recess before entering closed session.

**Closed Session**

The board will adjourn to closed session to discuss a parent complaint.

**Return to Regular Session - Action Items**

- 24. REPORT ANY ACTIONS TAKEN IN CLOSED SESSION
  
- 25. APPROVE CERTIFICATED PERSONNEL REPORT #04-14
  
- 26. APPROVE CLASSIFIED PERSONNEL REPORT #04-14
  
- 27. APPROVE CHARTER SCHOOLS PERSONNEL REPORT #04-14

**Adjournment**

Time Adjourned: \_\_\_\_\_