

# Victor Elementary School District

## AGENDA

### REGULAR BOARD MEETING

WED, October 25, 2017, 6:00 pm

Location: District Office, 12219 2nd Ave., Victorville, CA

VISIONARY MISSION STATEMENT: VESD is committed to inspiring purposeful learners who create their futures with confidence, curiosity, innovation, and integrity through engaging learning experiences in safe environments within a supportive culture. 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 districts governing board may request assistance by contacting superintendents office, (760) 245-1691.

Public Documents Relating to Open Session Agenda Items are available to the public at the Victor Elementary School District, superintendents office, 12219 Second Ave, Victorville, California.

### CALL TO ORDER

### ROLL CALL

#### **Members:**

Gary Elder, President; Clayton Moore, Vice President; Karen Morgan, Clerk; Gabriel Stine and Joyce Chamberlain

#### **Public Verbal Comments (6:00 p.m.)**

##### 1. Receive Public Verbal Comments Regarding Closed Session Items

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. The Board discusses personnel matters only in closed session. Should members of the public have a concern or complaint about District personnel, the Board requests that this be addressed through its complaint procedure; the form is available to the public with the agendas at the back of the Board room, rather than by comments during the opportunity for public comment. Should members of the public nevertheless discuss personnel matters during the opportunity for public comment, the Board will not respond to questions or comment on such matters. 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.

Please limit comments to three minutes per individual. Total time for public input is limited to 45 minutes.

#### **CLOSED SESSION**

##### 2. PUBLIC EMPLOYMENT: Review superintendent evaluation

3. PUBLIC EMPLOYMENT/RELEASE/RESIGNATION: Act to Approve Personnel Reports #18-04 with Addendum(s)

M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_

4. CONFERENCE WITH LABOR NEGOTIATORS

District Representative: Maureen Mills

Employee Organization: V.E.T.A.

District Representative: Debbie Betts

Employee Organization: C.S.E.A.

5. PUBLIC EMPLOYMENT: Review Proposed Appointment and Offer of Employment of Principal, Green Tree East - (Mrs. Mills)

6. PUBLIC EMPLOYMENT: Review Appointment and Proposed Employment Contract for the Director of Fiscal Services. (Mrs. Mills)

7. PUBLIC EMPLOYMENT: Review Offer of Employment for Classified Management Supervisor of Nutrition Services Position (Mrs. Mills)

8. RECEIVE LIABILITY CLAIMS UPDATE (Mrs. Betts)

9. REVIEW PUPIL SERVICES REPORT (Mrs. Benitez)

The board will review the pupil services report regarding:

A. Expulsion for student #9140247

**REGULAR SESSION - Immediately following Closed Session but no earlier than 7:00 p.m.**

10. Pledge of Allegiance

11. Report Actions Taken in Closed Session

Any actions taken in closed session above will be reported out to the public.

12. Review Board Protocol

Respect-Decorum Section #6: Disagreements shall not be discussed outside the board room.

13. Review of Basic #3

VESD Basic #3: As ambassadors of VESD, our conduct is held in high regard and reflected in all we do. Therefore, we act positively in our speech, work ethic, and social media conduct.

**Information Items**

14. PRESENTATION OF 2016-17 OPERATIONAL AWARDS (Mrs. Betts)

The following 2016-17 operational awards will be presented:

- A. Five Star Quality Awards
- B. Industrial Accident-Free Awards
- C. Energy Conservation Awards

**Communication Session**

15. Public Verbal Comments

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Please limit comments to three minutes per individual. Total time for public input is limited to 45 minutes.

16. V.E.T.A. Report

17. C.S.E.A. Report

18. Superintendent's Comments

19. Board Members Comments

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

**Recess**

The board will take a brief recess.

**Information Items (continued)**

20. JOINT PRESENTATION OF COLLECTIVE BARGAINING AGREEMENT REOPENERS WITH CSEA (Mrs. Betts)

Using the Interest Based Bargaining Approach, CSEA and District Negotiators met to identify those areas of the contract which we want to review for possible changes. These include:

- Article 7 Pay and Allowances
- Article 9 Leaves
- Article 10 Health and Welfare Benefits

These reopeners are presented for the Board's information and for the public. Some team members may be present to answer questions.

21. RECEIVE QUARTERLY WILLIAMS UNIFORM COMPLAINT REPORT (Mrs. Benitez)

The board will receive the quarterly report for July 2017 - September 2017.

22. RECEIVE MONTHLY ATTENDANCE RECOGNITION REPORT (Mrs. Benitez)

The board will receive the monthly attendance recognition report.

23. RECEIVE MONTHLY SUSPENSION REPORT FOR AUGUST AND SEPTEMBER, 2017 (Mrs. Benitez)

The board will receive the suspension report for August and September, 2017.

24. RECEIVE MONTHLY CONFERENCE REPORT (Ms. Clark)

The board will receive the monthly conference report.

25. LCAP DASHBOARD - LOCAL INDICATORS (Mrs. Clark)

CA Dashboard Local Indicators will be presented to the board.

26. RECEIVE MONITORING REPORT (Mrs. Gonzales)

The board will receive the monthly monitoring report.

**Consent Items (Items 27-31)**

The board will review and approve all consent items listed below (items 27-31). M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_

27. Approve Minutes of the September 13, 2017 Regular Board Meeting and the October 10, 2017 Board Tour and October 10, 2017 Special Board Meeting

(click on Minutes in the left column, then select date)

28. Approve District Warrants

29. Approve 2017-2018 Site Plans for for all VESD Schools

Request for approval of School Site Plans for the 2017- 2018 school year for:

Brentwood School of Environmental Studies  
Challenger School of Sports & Fitness

Del Rey AVID Elementary School  
Discovery School of the Arts  
Endeavour School of Exploration  
Galileo Academy  
Irwin Academy Elementary  
Liberty School of Creativity and Innovation  
Lomas Institute of Technology  
Mojave Vista School of Cultural Arts  
Mountain View Montessori Charter School  
Puesta del Sol Elementary  
Park View Preparatory  
Sixth Street Preparatory School  
Village Elementary  
West Palms Conservatory

30. Approve Donation of \$11,700 from Endeavour PTA for Endeavour School

31. Approve Volunteers for Brentwood, Challenger, Discovery, Endeavour, Galileo, Green Tree East, Irwin Academy, Liberty, Mojave Vista, Mountain View, Puesta del Sol, Park View and Village Schools

**ACTION ITEMS**

32. ACT TO APPROVE PUPIL SERVICES REPORT (Mrs. Benitez)

The board will take action to approve the pupil services report regarding the following student, as presented:

A. Expulsion for student #9140247

M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_

33. ACT TO APPROVE APPOINTMENT AND OFFER OF EMPLOYMENT OF PRINCIPAL, GREEN TREE EAST - (Mrs. Mills)

The appointment and offer of employment for Principal of Green Tree East School are presented for your approval.

The recommended action is to appoint Steven Potter and approve the offer of employment for the Certificated Management Principal position at Green Tree East as presented.

M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_

34. ACT TO APPROVE REVISED JOB DESCRIPTIONS FOR THE DIRECTOR OF FISCAL SERVICES AND PURCHASING MANAGER (Mrs. Mills)

The job descriptions for the Director of Fiscal Services and Purchasing Manager have been revised to reflect a change in supervision of the Purchasing Department.

The recommended action is to approve the revised job descriptions for the Director of Fiscal Services and Purchasing Manager as presented. Approval is recommended.

M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_

35. ACT TO APPROVE APPOINTMENT AND EMPLOYMENT CONTRACT FOR THE DIRECTOR OF FISCAL SERVICES (Mrs. Mills)

Carol D. Gleason, Purchasing Manager and Interim Director of Fiscal Services, has demonstrated her leadership and organizational skills since her employment began in March 2008. It is the recommendation of cabinet to appoint Carol D. Gleason to the position of Director of Fiscal Services.

The Brown Act was amended according to SB 1436, effective January 1, 2017, to require the Governing Board, prior to taking final action on an employment agreement, to orally report a summary of a recommendation for the salaries, salary schedules, or compensation paid in the form of fringe benefits for "local agency executives." The Director of Fiscal Services is a local agency executive and a proposed employment contract is presented.

The recommended action is to approve the appointment of Carol D. Gleason to the position of Director of Fiscal Services and employment contract as presented.

M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_

36. ACT TO APPROVE OFFER OF EMPLOYMENT FOR CLASSIFIED MANAGEMENT SUPERVISOR OF NUTRITION SERVICES POSITION (Mrs. Mills)

Interviews were held and the offer of employment for Classified Management, Supervisor of Nutrition Services is presented for your approval.

The recommended action is to approve the offer of employment for the Supervisor of Nutrition Services position as presented.

M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_

37. ACT TO APPROVE EMPLOYMENT OF CLASSROOM TEACHER ON THE BASIS OF A PROVISIONAL INTERN PERMIT (Mrs. Mills)

The Provisional Internship Permit (PIP) allows an employing agency to fill an immediate staffing need by hiring an individual who has not yet met the subject matter competence requirement needed to enter an intern program. The District has made diligent recruitment efforts.

The recommended action is to approve the employment of Alfredo Aguayo on the basis of a Provisional Intern Permit.

M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_

38. ACT TO APPROVE WLC CONSTRUCTION MANAGEMENT CONTRACT (Mr. Etter)

The Board approved the appointment of the construction management firm WLC Construction Services, Inc., for construction projects.

The recommended action is to approve WLC's Construction Management Contract for the construction of the District's new school, El Evado, and authorize Debbie Betts to sign contracts.

M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_

39. ACT TO APPROVE RESOLUTION #17-22 APPROVING THE SALE OF THE FORMER ADMINISTRATIVE OFFICE PROPERTY TO RESCUE MISSION ALLIANCE AND AUTHORIZING

STAFF TO TAKE RELATED ACTIONS (Mr. Etter)

The Rescue Mission Alliance (“RMA”) has offered to purchase the District’s former administrative office building located at 15579 8th Street and the vacant land across the street at 16924 B Street, both in Victorville, County of San Bernardino Assessor’s Parcel Numbers 0478-213-11-0000 and 0478-214-11-0000 (“Property”).

The parties have proposed an amount of \$750,000 for the Property, and further terms and conditions of the sale are included in the attached purchase and sale agreement.

FISCAL IMPLICATION:

The Purchase and Sale Agreement involves RMA paying a purchase price of \$750,000 to the District for the Property.

RECOMMENDATION:

Staff recommends the Board of Trustees approve the Resolution authorizing Debbie Betts on behalf of the District to enter a Purchase and Sale Agreement for the Property with RMA and take any and all necessary actions to complete the transaction.

M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_

40. ACT TO APPROVE THE CLOSURE OF FUND 35, COUNTY SCHOOL FACILITIES FUND (Mrs. Gleason)

Fund 35 is the County School Facilities Fund. There will be no future activity in this fund and our county office is recommending it be closed.

The recommended action is to close Fund 35, County School Facilities Fund.

M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_

41. ACT TO APPROVE RENEWAL OF PIGGYBACK ON GLENDALE USD BID #P-13 13/14 TO APPLE COMPUTER CORPORATION FOR IT GOODS AND SERVICES (Mrs. Gleason)

The Victor Elementary School District took action on June 7, 2017 to approve the utilization of a piggyback bid with Glendale USD Bid #P-13 13/14 to Apple Computer Corporation for IT goods and services. This contract was effective through October 15, 2017, but has been extended through October 15, 2018. The District has thoroughly evaluated options and has found the continued use of this contract to be in the best interest of the District based on value, quality, and a positive relationship with the vendor.

The recommended action is that the Board approves continued utilization of Glendale USD Bid #P-13 13/14 to Apple Computer Corporation for IT goods and services authorizing Denise Gleason, Purchasing Manager, to sign a piggyback agreement to continue use of this contract for its full term through October 15, 2018.

M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_

42. ACT TO APPROVE PIGGYBACK ON DESERT SANDS USD BID #17/18-005 TO CDW-G FOR THE PURCHASE OF CHROMEBOOKS (Mrs. Gleason)

San Bernardino County Superintendent of Schools District Financial Services requires specific board authorization for each piggyback contract being utilized.

The District has thoroughly evaluated its competitive options and has found the use of this contract to be in the best interest of the District based on value, quality, and a positive relationship with the vendor.

The recommended action is that the Board approves utilization of Desert Sands USD Bid #17/18-005 to CDW-G for the purchase of Chromebooks authorizing Denise Gleason, Purchasing Manager, to sign a piggyback agreement for use of this contract for its full term through September 18, 2018.

M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_

**43. ACT TO APPROVE PIGGYBACK ON DESERT SANDS USD BID #17/18-005 TO TROXELL COMMUNICATIONS FOR THE PURCHASE OF THE GOOGLE EDU MANAGEMENT CONSOLE LICENSE FOR CHROMEBOOKS (Mrs. Gleason)**

San Bernardino County Superintendent of Schools District Financial Services requires specific board authorization for each piggyback contract being utilized.

The District has thoroughly evaluated its competitive options and has found the use of this contract to be in the best interest of the District based on value, quality, and a positive relationship with the vendor.

The recommended action is that the Board approves utilization of Desert Sands USD Bid #17/18-005 to Troxell Communications for the purchase of the Google EDU Management Console License for Chromebooks authorizing Denise Gleason, Purchasing Manager, to sign a piggyback agreement for use of this contract for its full term through September 18, 2018.

M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_

**CLOSED SESSION**

A second closed session will be held if needed to complete any items from the first closed session.

**REGULAR SESSION - REPORT OUT TO PUBLIC ON CLOSED SESSION ACTIONS**

The board will return to regular session to report out to the public on any actions taken in closed session.

**Adjournment**

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

M\_\_\_\_\_ S\_\_\_\_\_ V\_\_\_\_\_